



## **Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan**

Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held on Thursday, 18 May 2017, 7.00pm at the Old Church Rooms.

Present: Cllrs T Davies, H Lloyd Jones, H Jones, R McKerlich, D Suthers, C Morgan and R Vaughan  
Clerk: C Mortimer.

*Chairman Ralph Vaughan welcomed everyone to the meeting.*

**14 Apologies** - there were no apologies received.

**15 Declarations of Interest**

Councillors were reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Clerk/Officers.  
There were no declarations of interest.

**16 Clos Parc Radyr Building Site – Cadarn Consulting Limited**

Mr. Tegid Roberts was not present to give an update

*Cllr Rod McKerlich arrived at the meeting*

**17 Chairman's Announcements/Reports** – there were no announcements

**18 Minutes of the Ordinary Full Council Meeting**

Minutes of the Ordinary Full Council Meeting held on 20/04/2017 were received, approved and signed as an accurate record.

**19 Matters Arising**

Minute no. 164 (i) Cllr Rod McKerlich was to meet with Mr M Diment and Mr C St.Leger to compose a letter to the Architect.

Minute no. 166 (i) – it was noted that during the budget setting process for 2017/18 a sum of £10,000 had been allocated/earmarked for the spend on an "Elderly Provision Project" and would need to be included within the Project Summary.

**20 Minutes of the Annual Meeting**

Minutes of the Annual Meeting held on 11/05/2017 were received, approved and signed as an accurate record.

**21 Matters Arising**

There were no matters arising in relation to the Annual Minutes.

**22 County Councillor's Report**

Cllr Rod McKerlich's written report was received and noted. Cllr McKerlich also gave a verbal overview. The report will be published on our website.

**23 Community Councillors Reports**

Councillors' written reports were received and noted.

**24 Finance**

(i)Resolved – Council agreed that additional payments below, omitted from the list for March 2017, were received, approved and signed.

31-Mar-17	2391	EB	Staff salary	534.43
31-Mar-17	2392	EB	Staff salary	433.35
31-Mar-17	2393	EB	Staff salary	165.16
01-Mar-17	2403	EB	PWLB	1,960.13

(ii) Resolved: Council agreed that the following Payment Schedule for April 2017, which includes authorised cheques and direct debits were received, approved and signed:

19-Apr-17	2404	DD	BT: Phone	154.66
28-Apr-17	2405	EB	Staff salary	539.90
28-Apr-17	2406	EB	Staff salary	445.94
28-Apr-17	2407	EB	Staff salary	165.19
07-Apr-17	2408	EB	Abbey Bookbinding: Minutes/Chains	420.00
21-Apr-17	2409	EB	DB Site Solutions: RCC-135	325.00
21-Apr-17	2410	EB	Hourihan Limited	780.00
30-Mar-17	2411	EB	Arb Consultancy	1,675.00
21-Apr-17	2412	EB	Mike Diment: Wine for Civic Service	155.88
21-Apr-17	2413	EB	Dark Green Media	46.00
21-Apr-17	2414	EB	Ceri Mortimer: Postage Expenses	1.74
21-Apr-17	2415	EB	Julie Hopkins: Travel	3.42
21-Apr-17	2416	EB	CDC: Cleaning 811	23.40
21-Apr-17	2417	EB	CDC: Cleaning 837	800.00
21-Apr-17	2418	EB	DB Site Solutions: RCC-136	400.00
13-Apr-17	2419	EB	St John Ambulance: 2 x AED	2,427.60
04-Apr-17	2420	300274	SJ Gunning: OCR Kitchen worktop	130.00
21-Apr-17	2421	EB	Cardiff Council: Waste	38.74
21-Apr-17	2422	EB	Viking Direct: Stationery	32.17
21-Apr-17	2423	300275	Cllr Sue McKerlich: Literary Comp Prizes	270.00
21-Apr-17	2424	300276	Friends of Radyr Guiding: Grant for ground rent	100.00
21-Apr-17	2425	EB	Fletchers Ltd: Materials for Boardwalk	7,602.36
21-Apr-17	2426	300278	Inland Revenue: Post Office Ltd	255.20
21-Apr-17	2427	EB	Moneysoft Ltd: Payroll package 2017	78.00
21-Apr-17	2428	300277	YMCA: 3rd tranche of Grant money	3,333.00

(iii) Resolved: Council agreed to back pay annual leave owing to the former Clerk.

## 25 Insurance

- (i) Email from PG Insurance Brokers was received and noted.
- (ii) Policy Schedule from Zurich was received and noted and attention drawn to page 2, whereby risk assessments are required on all events and an up to date register to be kept of all volunteers. It was also noted that the one policy would cover R&MCC, the OCR and the R&MA.
- (iii) Policy Document was received and noted.
- (iv) Insurance Renewal for 1,3 & 5 year agreement was received and noted.  
Resolved: Council agreed to renew the Council's insurance for 1 year with Zurich. The Chair would notify the OCR and R&MA of the policy at their next meeting.
- (v) Zurich's FAQ's was received and noted.

## 26 Multi-Functional Printer

- (i) Members agreed that that the office requires a more efficient printer. A Pagewide 477dw was recommended and a quotation received, which includes 3-year support.  
Resolved: Council agreed to the purchase of the Pagewide 477dw printer.
- (ii) Resolved: Council agreed that the Clerk & Cllr Rod McKerlich investigate other IT systems and support. Current ongoing IT issues were proving to be difficult.

## 27 Financial Assistance Grants

### (i) Teeny Tots (Radyr Methodist Church) Application No.1

Resolved: Council agreed to grant £648.79 to Teeny Tots for the of purchase a cupboard, play shop and theatre, play shop accessories and hand puppets.

## 28 Projects

- (i) Youth Provision  
Cllr Huw Jones agreed to write an article for the Radyr Chain, website and notice boards on the fund and how clubs can apply. Electronic applications had also been emailed to all clubs on our database.

(ii) Elderly Provision

Elderly Provision report was received and noted and Cllr Huw Jones outlined the recommendations. Following much discussion, it was agreed that Cllr Huw Jones would enquire with One Voice Wales in relation to a Co-ordinators contract of employment.

(iii) Project Summary was received and noted:

Project No.	Project Name	Description & Comments	Date	Amount Pledged £	Amount Paid £	Outstanding £
1	Hospitality	£1,000	2017/18			
	(i) Civic Service *	Reception	2017/18	750	768	-18
	(ii) Remembrance	Reception	2017/18	130	0	130
	(iii) Christmas	Reception	2017/18	350	0	350
2	Festival Literary Competition	Prizes to winners & runner ups	2017/18	300	270	30
		Buffet	2017/18	500	0	500
<i>LGA 1972, s.145(provision of entertainment,festivals &amp; support of the arts)</i>						
3	Hanging Baskets	Grant - contribution towards the baskets	2017/18	188	0	188
<i>LG 1972 S.144 (Encourage tourism/visitors)</i>						
4	RMA Festival	Grant	2017/18	1,000	1,000	0
<i>LGA 1972, s.145(provision of entertainment,festivals &amp; support of the arts)</i>						
5	Christmas lighting ceremony	Purchase tree & erect lights	2017/18	5,500	0	5,500
		Road closure	2017/18	1,000	0	1,000
<i>LG 1972 S.144 (Encourage tourism/visitors)</i>						
6	YMCA	Grant	2016/17	10,000	9,999	1
7	Youth Provision	Grants	2017/18	10,000	0	10,000
8	Web site	Development of existing and/or new	2017/18	1,000	0	1,000
9	Radyr Woods	Boardwalk	2016/17	7,602	7,602	0
		Quote £6071.30 rec'd & agreed Fletcher Contracting Ltd	2017/18			
10	AED	Provide AED's & cabinet (agreed £500-£700)	2017/18	700		700
<i>LG (Miscellaneous Provisions) Act 1976 s19</i>						
11	General Projects	Other	2017/18	1,000		1,000
12	General Environment	£2,450	2017/18	2,450		
		(i)Snow drops	2016/17	100	100	0
		(ii)Bird boxes				
13	OCR fixtures & Fittings	(iii)Benches			516	
		£2,500	2017/18	2,500	0	2,500
14	OCR Building	Retention	2017/18	6,500	0	6,500
15	Village Plan		2017/18	500	0	500
16	Morganstown Village Hall	Maintenance & running costs	2017/18	3,000	0	3,000
17	Guide Hall	Rental costs	2016/17	100	100	0
			2017/18	100		100
18	Community Grants	Grants	2017/18	3,000	0	3,000
<i>S137 Power of Well being</i>						
19	Loop system in Castle Room	Awaiting quote	2017/18	1,500	0	1,500
<b>Total</b>				<b>£59,770</b>	<b>20,355</b>	<b>37,481</b>

(iv) AED and cabinet quotations were received and noted.

Resolved: Council agreed to fund cabinet and AED with Wel Medical at a cost of £1,366.25

**29 Member Vacancies Existing**

(i) Members received addendum to standing orders regarding co-option

Resolved: Council agreed that Co-option Notices are to be published in the Radyr Chain, website and noticeboards. Closing date 30<sup>th</sup> June 2017.

**30 Any other business/correspondence: Strictly with prior consultation with Chair**

(i) Proposal to hold community/public meeting

Resolved: Council agreed that public meetings are to take place, the first being with Redrow.

(ii) Environment – Cllr Helen Lloyd Jones had attended a Cemex meeting and was informed that number plates of HGV's are to be recorded where possible so that the offending drivers are caught and dealt with appropriately.

Cllr H Lloyd Jones also updated members in relation to the findings of the tree survey and subsequent tree works that have taken place. Trees near properties would be given priority including areas near benches, picnic /play areas and paths.

**31 Administrative Hours**

This item was deferred for a future meeting.

**Meeting closed at 8.50pm**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_