



Radyr & Morganstown Community Council Cynghor Cymuned Radur a Threforgan

Minutes of a COUNCIL MEETING held on 20 April 2023 at 7:00pm

This meeting was held at the Old Church Rooms, Park Road, Radyr, Cardiff and remotely in accordance with the Local Government and Elections (Wales) Act 2021.

These minutes are subject to confirmation at the Council Meeting to be held on 4 May 2023.

Present (in person): Councillor Tyrone Davies (Chairman) Councillors Julia Charles, Allan Cook, Helen Lloyd Jones, Huw Onllwyn Jones, Vina Patel, David Silver, and Martin Williams. (all in person)

Also: David Collins (Clerk to the Council) (in person) and Julie Hopkins (Assistant Clerk) (remotely)

Absent: Councillor Michele Lenton-Johnson.

(No public participation session was held at this meeting.)

RMCC22/223 Apologies for Absence

Councillor Michele Lenton-Johnson. (personal)

RMCC22/224 Declarations of Interest (Members)

Members were asked to declare any personal and/or prejudicial interest they had and give details of their interest.

Councillor Helen Lloyd Jones declared a non-prejudicial interest in item RMCC22/234 County Councillors' Report as a member of Cardiff Council. She remained in the meeting during the discussions. She would reconsider the nature of the interest matters at Cardiff Council level taking into account all relevant evidence and representations.

RMCC22/225 Method of Voting

It was **Resolved** that the manner of any voting at this meeting and any subsequent meetings will be by show of hands and calling each name alphabetically with a response of "for" or "against" or "abstain."

RMCC22/226 Members of the Public Invited to Speak

No members of the public wished to speak at this point.

RMCC22/227 Chairman's Announcements/Report

The Chairman reported that, since the last time he had reported he had undertaken the following on behalf of the Council:

- Met with the Clerk a number of times to discuss and help progress council matters.
- Attended an Environment Committee meeting, in conjunction with other cllrs.
- Attended two Old Church Rooms Management Committee meetings, in conjunction with other cllrs.
- Met/spoke with cllrs who requested a conversation.
- Wrote to David Suthers expressing our immense gratitude for his years of service on our Community Council.
- Wrote to Rachel Phillips expressing our gratitude for her service on our Community Council.
- Attended an Employment Committee meeting, in conjunction with other cllrs.
- Attended a meeting with Peter Bradbury (Cardiff Cllr) to discuss a potential Youth Project, in conjunction with the clerk. (The Chairman elaborated on issues discussed and outlined potential ways forward.)

It was **Resolved** that:

- (1) the Chairman's report is noted.
- (2) the attendance of the Chairman at events in the community is regarded as approved duty.

RMCC22/228 Vacancy: Radyr North and Morganstown Ward

Notice of the above vacancies was published on 3 April 2023. If an election was to take place it must be requested by 24 April 2023.

If no election was requested each vacancy could be filled by co-option. No elections had yet been requested.

It was **Resolved** that the information is noted.

RMCC22/229 Minutes of the Ordinary Meeting of Council held on 16 March 2023

The Chairman introduced the minutes of the above Council Meeting.

In relation to Minute RMCC22/216 (Minutes: Finance Committee 2 March 2023) the Clerk confirmed that he had passed information about the use of Welsh from Councillor Huw Onllwyn Jones to Councillor Vina Patel, who was leading on the development of new grant forms.

In relation to Minute RMCC22/222 (Station Road Refurbishment Options), Members discussed the potential to consult residents over potential future options. Members of the public could be invited to a future meeting of the Environment Committee to present their views. The Clerk would provide Cardiff Council with details of options identified by Members.

It was **Resolved** that the minutes of the above meeting are confirmed as a true and accurate record of the Council meeting.

RMCC22/230 Management Accounts

Members considered Management Accounts 31 March 2023, introduced by Councillor Julia Charles. Variances were reported. Members monitor income and expenditure to monitor budgets during the year. Budget headings would incur income and expenditure as the year progresses and details will be monitored and reported. The accounts would be subject to any final accounting adjustments.

Members discussed expenditure incurred by the Environment Committee and arrangements to transfer funds to the Co-operative Bank.

It was **Resolved** that:

- (1) the Management Accounts are approved.
- (2) additional, essential expenditure re audit and sundries above budgets is approved.

RMCC22/231 Bank Statements: 31 March 2023

Members considered the bank statements for the Council's existing accounts.

The statements had been verified by Councillor Allan Cook in accordance with Financial Regulations. There were no exceptions to report arising from this verification.

It was **Resolved** that the information is noted.

RMCC22/232 External Audit 2021/22: Update

The audit was now complete. Members received a copy of the Statement of Accounts which included an unqualified audit opinion. The Council had complied with requirements to publicise the results. Members thanked the Council staff for their hard work in achieving a satisfactory outcome. The Clerk paid tribute to the contribution of the Assistant Clerk and Accountant.

It was **Resolved** that the information is noted.

RMCC22/233 Governance Arrangements

Members considered revised Financial Regulations which adjusted certain expenditure thresholds. Members also agreed that goods or materials worth £5,000 up to £25,000 should be procured by way of seeking three quotations.

Members noted that One Voice Wales would soon produce a revised set of Model Standing Orders to assist councils with their governance arrangements in the light of recent changes.

It was **Resolved** that:

- (1) the revised Financial Regulations, as amended above, are approved.
- (2) the development of new Model Standing Orders is noted.
- (3) the Council confirms that the quorum for committee meetings shall be no less than three.

RMCC22/234 County Councillors' Report

Councillor Helen Lloyd Jones declared a non-prejudicial interest in this item as a member of Cardiff Council. She remained in the meeting during the discussions. She would reconsider the nature of the interest matters at Cardiff Council level taking into account all relevant evidence and representations.

Members considered a detailed report on various issues highlighted by County Councillors for the area.

Members noted that a contribution of £5,000 for play facilities at Drover's Way remained a financial commitment of the Council. Members discussed the previous use of crowd funding, led by a member of the public, which had accrued a sum of money for play facilities. It was believed that this money was currently held by Cardiff Council.

Other issues discussed included the potential to visit various community sites during the summer, progress in relation to Radyr Rangers FC, a potential a GWR grant for help towards drainage for the football pitch on Mound Field and the importance of protecting the riverbank from erosion.

It was **Resolved** that:

- (1) the report is noted.
- (2) arrangements are made for Members to visit sites within the community during the summer.

RMCC22/235 Environment Committee 6 April 2023

Councillor Allan Cook introduced the minutes of the Environment Committee of 6 April 2023. He elaborated on issues set out in the minutes and answered Members' questions.

In relation to Minute ENV22/58 (Environmental Update), Members noted that quotations would be invited for extension to the brick wall and fencing at Pentwyn Gardens. Councillor Vina Patel agreed to progress matters relating to information boards. The Clerk agreed to look into progress in relation to Bethel Chapel and respond to the request for a fire pit.

It was **Resolved** that:

- (1) subject to the replacement of the word “fencing” with the words “extension of the brick wall and fencing” in recommendation (5) of Minute ENV22/58 and the replacement of the words “a tree” with the words “some trees” in recommendation (2) of Minute ENV22/63, the recommendations of the committee are approved.
- (2) the Chairman of the committee is requested to submit a detailed paper to a future meeting of the committee on proposals to refurbish Windsor Gardens, based on issue identified on site by Members.

RMCC22/236 Employment Committee 14 April 2023

The Chairman of the Council Cook introduced the minutes of the Employment of 14 April 2023. He elaborated on issues set out in the minutes and answered Members’ questions.

It was **Resolved** that:

- (1) the recommendations of the committee are approved, subject to confirmation that the allowances in respect of Senior Roles, Mayor/Chair and Deputy Mayor/Deputy Chair are also applied to 2022/23 (Minute EMP22/09)
- (2) the Clerk is instructed to write to former Councillors re their entitlement to allowances.
- (3) the name of the committee is changed to Employment and Allowances Committee and the terms of reference are amended accordingly.

RMCC22/237 Publicity Group: Progress

Members considered progress in relation to a series of projects which would improve communications within the Council. The projects included email addresses, social media progress, the purchase of a new mobile phone, laptops, arrangements to support hybrid meeting, the acquisition of pop-up banner and progress in relation to the new website. Members identified the potential to acquire other equipment to improve remote access to meetings.

It was **Resolved** that progress on the above is noted.

RMCC22/238 Website Domain Name

Members considered additional costs and changes to the scope of the agreement relating to the use of a new domain name for the Council's website: radyrandmorganstowncc.org.

It was **Resolved** that the revised arrangements are approved.

RMCC22/239 Society of Local Council Clerks (SLCC): Branch Chair Role

The Clerk had been invited to chair meetings of the local branch of the SLCC. Meetings would take place in the afternoons. There were usually two to three meetings a year lasting about two hours each.

It is **Resolved** that the invitation is accepted by the Clerk.

RMCC22/240 Old Church Rooms (OCR) Board

Members considered a report of the meetings of the Board held on 21 March 2023 and 11 April 2023, introduced by Councillor Huw Onllwyn Jones. Members noted progress on matters identified by Councillor Huw Onllwyn Jones.

The proprietor of the proposed burger bar at the OCR has asked if the Council would be willing to submit the paperwork for the planning application required for this use. Members were asked to consider the request. Cardiff Council had been asked to comment. They were unable to advise on arrangements between the Council and a third party. The applicant did not need to be the owner.

It was **Resolved** that:

- (1) the projects referred to in the report are approved.
- (2) payment of the planning application fee referred to above is referred to the Board.
- (3) payment of the final gas bill to EDF of £631.27 for the period 2 February 2023 to 19 March 2023. (This was based on an estimate. The reading would be checked and any adjustments reported)

RMCC22/241 Radyr and Morganstown Festival

Members considered progress in relation to the above, including arrangements for the Civic Service on 30 April 2023. The Chairman encouraged Members to support the event and the activity based on making bird boxes. Councillor Julia Charles reported progress on the Civic Service. Councillor Vina Patel agreed to arrange a private collection of contributions from Members to buy a gift for David Suthers.

It was **Resolved** that the arrangements are noted.

RMCC22/242 Forward Work Programme: Progress

The Clerk advised that a report on the progress of various projects would be reported to a future meeting.

It was **Resolved** that the information is noted.

RMCC22/243 Date of Next Meeting

The Annual Council Meeting would take place on 4 May 2023 at 7.00 pm.

It was **Resolved** that the information is noted.

RMCC22/244 Exclusion of the Press & Public

In view of the confidential nature of the business to be transacted, it is **recommended** that the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

RMCC22/245 Renewal of Fascia Boards and Bargeboards at the OCR.

Members considered proposals to undertake the above works. Quotations had been sought from contractors.

It was **Resolved** that the quotation of K. Young Construction is accepted. Costs to be met from Earmarked Reserves.

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The meeting closed at 9.09 pm.

SIGNED

CHAIRMAN RADYR & MORGANSTOWN COMMUNITY COUNCIL