



Radyr & Morganstown Community Council
Cyngor Cymuned Radur a Threforgan

The Old Church Rooms
Park Road
Radyr
Cardiff CF15 8DF

Tel: 02920 842213
Email: clerk@radyr.wales

10 February 2023

Members of the public and press are entitled to attend meetings of Radyr & Morganstown Community Council unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion. Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.

Members of the press or public wishing to access the remote meeting below should contact the Clerk no later than 1:00pm on the day of the meeting to request the Zoom link and passcode to join the meeting. Please email the Clerk at the following address: clerk@radyr.wales

Dear Members of Radyr & Morganstown Community Council

I hereby give you notice that an Ordinary Meeting of the Community Council will be held on **THURSDAY 16 FEBRUARY 2023 at 7:00pm**. The meeting will be held in person at the above venue and remotely via Zoom. All Members of the Council are summoned to attend. The business to be transacted is set out in the agenda below.

Yours sincerely

David Collins DMS

Clerk to the Council/Clerc i'r Cyngor (Proper Officer / Swyddog Priodol)

Radyr & Morganstown Community Council

Cyngor Cymuned Radur a Threforgan

AGENDA

1. Apologies for absence

To be submitted in writing to the Clerk in advance.

2. Declarations of Interest

Councillors are 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 the Clerk.

3. Method of Voting

To confirm 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."

4. Members of the public invited to speak

(Standing Order 3 and Local Government and Elections (Wales) Act 2021)

5. Chairman's Announcements/Report

Since the last time I reported to you I have 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.
- Met with both County Councillors to discuss matters relevant to R&M
- Met/spoke with cllrs who requested a conversation.
- Met with Ian Ogden, and the Clerk to discuss the annual Remembrance event.

Councillor Tyrone Davies

To approve the Chairman's attendance at events.

6. Minutes of the Ordinary Meeting of Council held on 19 January 2023

To receive and, if approved, confirm the attached Minutes of the above Council Meeting.

Chairman to sign.

7. Minutes

(1) Environment Committee 2 February 2023

To receive and, if approved, to confirm the recommendations of the Committee of the meeting held on 1 December 2022. A copy of the minutes is attached.

(2) Tree Survey

In relation to Minute ENV22/48 attached, to consider any response from Cardiff Council in relation to assistance with works required to trees. To note that quotations have also been invited should this assistance be not forthcoming. Item 20 refers.

8. Management Accounts

To consider the attached Management Accounts 31 January 2023. Variances are reported. Members monitor income and expenditure to monitor budgets during the year. Budget headings will incur income and expenditure as the year progresses and details will be monitored and reported.

9. Bank Statements: 31 December 2022 and 31 January 2023 (attached)

- | | |
|----------------------------------|---|
| (a) Unity Trust Account *****326 | Unity Current Account T2. Statements 118, 119 & 120 |
| (b) Unity Trust Account *****011 | Old Church Rooms. Statements 37 & 38 |
| (c) Unity Trust Account *****339 | Instant Access. Statements 100 & 101 |

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

10. Payment Schedule January 2023

To consider the attached schedules.

11. County Councillors' Report

To consider the attached report.

12. Old Church Rooms (OCR) Board

- (1) To consider the attached report of the Board held on 17 January 2023.
- (2) To consider the projects referred to in the report.
- (3) Urgent works at OCR authorised by the Clerk.

In cases of extreme risk to the delivery of Council services, the Clerk may authorise expenditure which it is necessary to carry out. Such expenditure includes repair, replacement, or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500.

To report action authorised by the Clerk in relation to the above in accordance with Financial Regulations.

(i) Water Hygiene Service Report (Legionella)

The works referred to in the attached report have been approved under this procedure. (£54)

(ii) Replacement of Radiator Valves

Urgent works have been approved to resolve heating issues the Old Church Rooms. (£395 plus VAT)

(iii) PAT Testing

Additional, unforeseen costs of £18.00 have been authorised in relation to PAT testing of equipment. The issue has been discussed with users of the premises.

The budget has been increased for 2023/24 to provide additional financial resources for Fixtures & Equipment and General Maintenance at the OCR.

It is **Recommended** that the above actions are approved. (Payments made from within Code B6 Fixtures & Equipment)

13. External Audit 2021/22: Update

This audit is currently at the 'returned to auditor' stage, meaning the majority of the full audit work has been done but the reviewer has sent it back to the auditor to do some double-checking. It has been added to a list of priority audits.

14. Publicity & Communications Update

To consider the attached report.

15. Planning Matters: Application No 22/03047/VAR - Part Of Land At Ton Mawr Quarry, Heol Goch, Pentyrch

To consider the above proposals, details of which are attached.

16. Radyr and Morganstown Map

To report on progress to update the existing map of streets, landmarks and community facilities within the Radyr & Morganstown boundary produced by the Council in 2013.

17. Forward Work Programme: Progress

To consider the attached report.

18. Arrangements for Future Meetings

- (1) To confirm that future Council and committee meetings are held remotely and/or with physical provision wherever practical, having regard to statutory considerations and guidance.
- (2) To consider the attached provisional calendar of meetings for 2023/24.
- (3) To consider renaming the Environment Committee the Environment & Regeneration Committee for 2023/24 and amend the Terms of Reference accordingly. This follows consultation with the Chairman of the Council and the committee chairman.

19. 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.

20. Tree Survey

To consider any quotations received (Item 7 (2) above refers)

21. Cleaning Services and Supplies (Code B2)

To approve anticipated overspend in relation to the above as a result of costs for consumables and usage. (2022/23)

To approve an anticipated overspend in relation to 2023/24 as a result of a price increase which has arisen since the Council's budget was approved. Details attached.

22. Quotation for IT provision

To consider the attached. Use of the Council's existing provider preserves business continuity.

23. Gas & Electric supply

To note that existing contracts expire on 28 February 2023 (Electricity) and 19 March (Gas). Details of potential new suppliers will be reported.