



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

**Minutes of a COUNCIL MEETING held on 19 May 2022 at 7:00pm**

**This meeting was held 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 23 June 2022.**

Present: Councillor Tyrone Davies (Chairman) Councillors Julia Charles, Allan Cook, Helen Lloyd Jones, Michelle Lenton-Johnson, Huw Onllwyn Jones, Vina Patel, David Silver, David Suthers, Ralph Vaughan and Martin Williams.

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

Absent: None

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

### **RMCC22/28 Apologies for Absence**

None

### **RMCC22/29 Declarations of Interest**

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 RMCC22/44 (County Councillor Matters) 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.

### **RMCC22/30 Method of Voting**

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

### **RMCC22/31 Members of the public invited to speak**

No members of the public wished to speak.

### **RMCC22/32 Chairman's Announcements/Report**

The Chairman reported that he had signed his Declaration of Office along with the Vice Chair.

He also reported that he had recently attended a meeting of the Old Church Rooms Management Board.

The Chairman indicated that, in consultation with the Vice Chair, he proposed to begin work on a set of corporate objectives which would help shape the work of the Council during his term of office. The objectives would reflect the recently approved Annual Report (Minute RMCC22/20 refers.) He encouraged each council committee to also consider key objectives for the year. Members referred to work previously undertaken in relation to community planning.

It was **Resolved** that

- (1) the Chairman's report is noted.
- (2) each committee considers potential objectives for the year.

**RMCC22/33 Minutes of the Annual Meeting of Full Council held on 12 May 2022**

Members noted that minutes of the above meeting would be reported to the next Council meeting.

It was **Resolved** that the minutes of the above meeting are reported to the next Council meeting.

**RMCC22/34 Review of Delegations and Terms of Reference for Committees and Working Groups.**

Members noted that Terms of Reference etc. had been reported to the Annual Council meeting held on 12 May 2022.

It was **Resolved** that

- (1) the Terms of reference are noted.
- (2) details are reported to each committee for further consideration of any potential changes.

**RMCC22/35 Finance**

Members considered the following bank statements:

- Unity Trust Acc. \*\*\*\*\*326 Statement No.109
- Unity Trust Acc. \*\*\*\*\*339 Statement No. 92
- Unity Trust Acc. \*\*\*\*\*011 Statement No. 29

Members also considered the Payment Schedule for April 2022.

Members noted that the Council's bank accounts were all with the same bank and discussed potential implications for the Council should the bank run into financial difficulties.

It was **Resolved** that

- (1) the bank statements and payment schedule are approved.
- (2) details of expenditure against budget for April 2022 are reported to a future meeting.
- (3) the Clerk is instructed to include further details of each account on future reports.
- (4) the Clerk is instructed to ascertain the Council's position in relation to funds invested with the Unity Trust Bank should the bank encounter financial difficulties.

#### **RMCC22/36 Annual Return for the Year Ended 31 March 2021**

Members considered the Annual Return which had been returned from Audit Wales. An unqualified audit opinion had been returned.

It was **Resolved** that the Certified Annual Return is approved and accepted.

#### **RMCC22/37 Bad Debt**

Members considered the position in relation to a longstanding debt for room hire. (£358.20). The Clerk outlined measures taken to try to recover the debt.

It was **Resolved** that the debt is written off.

#### **RMCC22/38 Financial Reserves: Review & Risk Assessment**

Members considered a detailed report in relation to the Council's General and Earmarked Reserves. Members considered the potential to draw on Reserves to help meet anticipated future challenges.

It was Resolved that:

- (1) as a medium-term planning objective, a minimum General (un-earmarked) Reserve level is retained, based on 3 months Gross Expenditure.
- (2) as far as practical general revenue reserves are held within a range of three to twelve months of gross expenditure.
- (3) £20,000 is set aside from with General Reserves to transfer to Earmarked Reserve (EMR) for IT support.
- (4) Further details of proposals to improve the Council's IT facilities are reported to future meetings.

#### **RMCC22/39 Code of Conduct Training**

Members noted training opportunities provided by One Voice Wales in relation to the Code of Conduct. Several dates were available.

It was **Resolved** that Members advise the Clerk of their preferred dates to participate in the training.

#### **RMCC22/40 Local Government & Elections (Wales) Act 2021**

Members noted a series of provisions within the above act and the implications for the Council. Statutory guidance on the provisions was awaited.

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

#### **RMCC22/41 Environment Committee**

Members discussed the position in relation to works required to a protected tree on council owned land at Radyr Woods. Members discussed the merits of commissioning appropriate advice to survey and assess the necessary works prior to an application to Cardiff Council to carry out required works to the tree. Anticipated costs were in the region of £150.

Following a vote, Members agreed to commission the necessary advice (10 votes for, one abstention.)

It was **Resolved** that appropriate advice is commissioned to survey and assess the necessary works to the protected tree.

#### **RMCC22/42 Planning Committee**

Further to discussion at the Council meeting held on 21 April 2022, Members noted that the Clerk has approached Planning Aid Wales for advice as to the merits of engaging external advice to help respond to the forthcoming consultation exercise in relation to candidate sites, as well as the timing of any such appointment in liaison with the Radyr & Morganstown Local Development Plan Group. (Minute 245 refers)

Members also referred to a proposed diversion of Public Right of Way Radyr 42 Footpath at Llantrisant Road. The Clerk agreed to collate Members' observations on the diversion into a draft response to Cardiff Council. Members supported the approach and concluded that a site meeting with the contractors and the Council could help resolve some of the concerns which had been expressed. The Clerk undertook to request a site meeting.

Members noted that Councillor Huw Onllwyn Jones would take forward issues relating to Plasdwr.

It was **Resolved** that the Clerk prepare a draft response in relation the footpath diversion as described above.

#### **RMCC22/43 Bethel Chapel**

Members referred to long-standing concerns about the condition of the site occupied by Bethel Chapel. Members noted that a meeting of the Friends of Bethel Chapel was due to take place on 24 May 2022.

It was **Resolved** that:

- (1) an item is included on a future agenda to discuss progress in relation to Bethel Chapel.
- (2) an approach is made to Cardiff Council to discuss any action which could be considered to encourage the owner of the site to address the condition of the site.

#### **RMCC22/44 Radyr Cricket Club**

Members noted that, further to discussion at the Council meeting held on 21 April 2022, that Radyr Cricket Club had confirmed that the club was happy to help the Council with publicity for the recent grant awarded. (Minute 246 refers.) It was understood that details had already been published in the Radyr Chain.

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

#### **RMCC22/43 Solidarity with the People of Ukraine**

Further to discussion at the Council meeting held on 21 April 2022, Members noted that a statement summarising the Council's solidarity with the people of Ukraine has been published. (Minute 246 refers). Members considered that the Ukrainian flag flown by the Council should remain in place during the forthcoming Platinum Jubilee Bank Holiday.

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

#### **RMCC22/44 County Council Matters**

Councillor Helen Lloyd Jones declared a non-prejudicial interest in this item RMCC22/44 (County Councillor Matters) 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 from County Councillor Helen Lloyd Jones about matters of local interest. Issue discussed included development at Plas Dwr, street naming and footpath 1 and 42.

Members also reiterated their wish to meet the new Leader of Cardiff Council to discuss issues and sites of local concern.

Members also noted that Cardiff Council was seeking to appoint a representative of community councils to sit on the Standards & Ethics Committee. Councillors Vina Patel and Julia Charles had expressed an interest in the role.

It was **Resolved** that:

- (1) Councillor Helen Lloyd Jones is thanked for her detailed report.
- (2) the Clerk is instructed to take forward the proposal for Members to meet the Leader of Cardiff Council.

- (3) Councillor Julia Charles and Vina Patel submit expressions of interest for the role on the Standards & Ethics Committee to the Clerk.

#### **RMCC22/45 Dates and times of Full Council and Committee Meetings in 2022/23**

Members noted the dates of forthcoming meetings:

Thursday 9 June 2022 at 6:30pm: Finance Committee  
Thursday 9 June 2022 at 7:30pm: Environment Committee  
Thursday 23 June 2022 at 7:00pm: Full Council

Each meeting would take place remotely using a video conferencing facility in accordance with the Local Government and Elections (Wales) Act 2021.

It was **Resolved** that:

- (1) the dates and times of meetings are agreed
- (2) each meeting to take place remotely using a video conferencing facility in accordance with the Local Government and Elections (Wales) Act 2021.
- (3) the Council examines options for returning to face-to-face meetings by September 2022

#### **RMCC 22/46 Relationships with Other Bodies**

Members considered a schedule which set out details of the Council's relationships with other bodies.

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

#### **RMCC22/47 Exclusion of Press and Public**

In view of the confidential nature of the business to be transacted, it was agreed that the following matter 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.

#### **RMCC22/48 Old Church Rooms Enhancement Proposals**

Members considered the refurbishment of the Bell Tower at the Old Church Rooms and the appointment of a Quantity Surveyor to take forward the architect's proposals for the wider refurbishment of the premises.

It was **Resolved** that:

- (1) the quotation of Keith Young Construction in relation to the Bell Tower is accepted. (£7900)
- (2) Raymond Howard Quantity Surveyor is appointed as part of the architect's proposals for the refurbishment of Old Church Rooms (£1,000).

The meeting closed at 8.45 pm

SIGNED

CHAIRMAN RADYR & MORGANSTOWN COMMUNITY COUNCIL