



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Agenda Item 11

Meeting: Full Council
Date: 17 November 2022
Report Author: Clerk to the Council

Old Church Rooms (OCR) Board Notes 8 November 2022 and 3 October 2022

Introduction

1. To receive the notes of the above meeting.

Key Issues

2. Notes of the meeting are set out below:

OCR Board Meeting: 8 November 2022. Notes

Present: Huw Jones. (Chair); Allan Cook; David Silver; Ralph Vaughan, Julie Hopkins

Apologies

Tyrone Davies; David Suthers

Minutes of last meeting: proposed Huw - seconded David

Matters arising

The £500 minor-spend issue has been resolved to everyone's satisfaction. The Clerk has delegated powers to spend up to that amount.

The **blackout blinds** have been installed in the Garth Room. They are the same as the blackout blinds installed previously, as far as blocking out light is concerned. The Board will be able to consider any feedback from hall users.

Gas-care plan: it was agreed to rely on Graham Clemence with regard to emergency issues, such as a boiler failure. Julie was asked to also arrange a

'plan b' to be triggered should Mr Clemence be away during an emergency. Mr Clemence also to be invited to service the system in December

Hall income

A paper prepared by David Silver, Julie and Amanda Hourihan was considered. It was agreed that, as suggested in the paper, an appropriate proportion of Council staff costs should be included in the OCR accounts. Doing so indicates that the OCR is running at a slight loss at present (approximately £3k per annum). It was agreed that the Board should consider increasing the rent from April 2023. Options to be presented at the next Board meeting and decisions conveyed to hall users as soon as possible.

Julie agreed to ask Amanda Hourihan if she could update the OCR accounts on a quarterly basis (if not more frequently).

David Silver was thanked for his work on the accounts.

OCR improvements

David Silver explained that the OCR reserves of £45k had been depleted (thanks to the cost of repairing the bell-tower and other matters). The reserves now totalled around £33k. It was agreed that sufficient funds would always be needed in the reserves, to deal with emergency issues such as the need for a new boiler / failure of the roof.

It was agreed to ask the Finance Committee Chair to commission budget holders to consider their 2022/23 budgets to identify any underspend that could be used to fund OCR improvements. Although the lottery could, in theory, offer 100% funding, match-funding would probably improve their likelihood of offering R&MCC a grant.

HOJ agreed to check with Cardiff Council how much Section 106 money was available to assist with OCR improvements. The sum was thought to be around £38k.

It was agreed to let **Go2play** know that they could purchase shelves for the Weir room storage space, providing that they would fit the available space.

It was agreed that a **storage policy** should be developed. In the meantime, valuable equipment owned by hall users, such as projectors, could continue to be stored in the server room. The train society would, however, be asked to remove their books from the room. The keypad code is to be changed, with projector owners informed about the new code.

Hot water for tea: it was agreed to investigate further a contract to service the existing equipment. The company to be asked if they would sign us up to a service contract even though the equipment needed repairs at present. The offer of a three-year deal could help secure a positive response.

Green list: Julie, Tyrone and Karl were congratulated for their work in progressing these matters. Julie was asked to obtain Tyrone's draft text for a new foyer sign. It was agreed not to purchase new chairs at present. Julie to ask hall users if they would object to removal of wooden notice boards in the

Garth and Weir rooms. It was agreed to consider options for an external sign making it clearer that the OCR was a community hall.

Burgers: nothing had been heard from the burger guy since Julie suggested that he apply for planning permission. It was agreed not to chase a response.

Fire alarm duty: it was agreed to raise this at the next Council meeting, to seek volunteers to be on-call for real emergencies.

Next meeting: 10.00am on Wednesday 7 December - at the OCR. Julie to investigate enabling some members to attend via Zoom.

H O Jones
9 November 2022

Financial Implications

3. As set out above. The Council has put in place provision to maintain the premises. Any additional works undertaken would require approval of the necessary finance.

Links to Corporate Objectives

4. The Council's Annual Report confirms that the Council's objective include delivering:
A Prosperous Community. A Resilient Community. A Healthier Community.
A More Equal Community. A Cohesive Community. A Community of Vibrant Culture & Thriving Welsh Language. A Globally Responsive Community.
5. The use of the Old Church Rooms will help the Council deliver these Wales-wide sustainability goals.

Staffing Implications

6. N/A

Risk Management Implications

7. The Council's approved Risk register includes provision to protect the safety and sustainability of the premises.

Legal Implications

8. N/A

Recommendation

9. It is **recommended** that
 - (1) the report is noted.
 - (2) the recommendations are approved.