



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

### **Agenda Item 12**

**Meeting:** Full Council  
**Date:** 20 October 2022  
**Report Author:** Clerk to the Council

#### **Old Church Rooms (OCR) Board Notes 20 September 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:

##### **NOTES OF THE OCR BOARD**

Meeting 2.30 p.m. 20 Sept via Zoom.  
Notes taken by Allan Cook.

1. Present. Huw Onllwyn Jones (Chair) David Silver, David Suthers, Tyrone Davies, Ralph Vaughan, Allan Cook.  
Julie Hopkins (Asst Clerk)

2. Apologies. None.

3. Julie reported that scaffolding had been inspected re. the chimney/belltower. It was agreed to allow the roof to dry out for the winter before any redecoration was done.

4. Julie reported that we had had three quotes for blackout blinds in the Garth and Wier Rooms. £1,019, £887 and £800 all plus VAT. As the lowest quote was from Cardiff and Vale Blinds, based in Taffs Well and we had used them before, we would go with the lowest quote.

As one of the proposed improvements to the Wier Room is French windows, It was decided to ask Cardiff and Vale to do the work in two stages.

5. Fire alarms.

- (i) It was agreed that a full risk assessment should be made.
- (ii) That a 2nd key be purchased in case of an emergency call out.
- (iii) Huw and Allan agree to be on call if the fire alarms were activated accidentally.

6. Electrical Inspection.

- (i) A full report of the DB1, DB2 and DB 3 inspections available in the office.
- (ii) Julie reported that we had done well only a few things needed doing.
- (iii) A further inspection not required for five years.

7. Pop up burger kitchen.

- (i) It was agreed that we allow Garth Adams to apply for planning and we would take this to the next Full Council.

David Suthers opposed this proposal.

Things to do.

- (i) Check with our insurers.
- (ii) Risk assessment from Garth Adams.

8 Tyrone's Green List.

Tyrone and Julie would work on the list by the next meeting.

9. Need to keep the store clear of "junk".

10. Huw Thomas to visit R&M September 2022. The Chair to discuss possible funding for the redevelopment with him.

11. The Chair to prepare a paper for full Council on the redevelopment.

12. The Board to ask Julie and Amanda to prepare a costing on the OCR so that we could manage the Building more efficiently.

13. Hall matter. Julie reported that:

- (i) the new Nursery seemed to be going well and had extended their hours.
- (ii) we had lost a Weds morning session.
- (iii) Go2Play had cut their daily hours by 45 mins.
- (iv) possible new booking on Sat in the Castle Room. Social Services.
- (v) It was agreed that Monkey Music be allowed to use the store for a period of three months because they had staffing problems.
- (vi) that the hydro boiler had broken in less than 6 months having spent £500 on repairs. If it is not repaired at minimum cost Julie to look into the possibility of a Kooker? System.

14. AOB

- (i) It was agreed that ;  
Councillors holding Surgeries in the OCR would be free of charge.

15. Next meeting Monday 3 Oct at 2.30 via Zoom.

NOTES ON THE MEETING OF THE OCR BOARD HELD VIA ZOOM  
ON MONDAY 3rd OCTOBER AT 2.30 P.M.

Notes taken by Allan Cook.

1. Present. Huw Onllwyn Jones (Chair) David Suthers, Tyrone Davies, Ralph Vaughan, Allan Cook.

Julie Hopkins Asst Clerk.

2.No apologies.

3. Minutes of the meeting held on 20th Sept. Agreed. Prop Tyrone Davies, Sec. David Silver.

3. Matters arising.

Allan mentioned the unresolved problem about the Chair not being able to authorise small expenditure up to £500. It was resolved to ask the Clerk whether the new Financial regulations proposed by the Finance Committee would cover this. Otherwise we would ask the Clerk whether the Chair could be given this power under the terms of reference of the present Board.

5. A revised estimate for blackout blinds for the Garth Room from Cardiff and the Vale Blinds (Taffs Well) had been received of £491. 67 + VAT. As this was the lowest quote and this was the most promising company it was resolved to go ahead with them. Blinds for the Wier Room put on hold until decisions on its improvements decided.

6. Go2Play had asked for more storage. The Asst Clerk had sent out photographs of the mess in the Wier Room cupboard. It was agreed that the Asst Clerk and members of the Board meet with Matt to discuss the matter. It was agreed to keep a close eye on storage matters.

7. Pop up Burgers.

No problems with insurance. No problem with the rates as long as the Council retained "Paramount Control" of the OCR. Charge agreed at £45 per evening. Trial of 13 weeks. Garth to be allowed to proceed with a risk assessment and applications for licenses at his own risk. Agreed by 5 votes to 1. David Suthers did not support. David Suthers also felt that the CC should make the application and not Garth. Matter to go to Full Council on the 20th. Trial of 13 weeks to be reviewed after 8 weeks.

8. David Silver felt that an expenditure for improving the OCR in one stage of approx. £350,000 might be too much and that it might be better to do it in two stages. He also questioned whether we needed a new meeting room if the Castle Room was made accessible by the installation of a lift. Huw to consult on possible grants. We have £38,000 of 106 money in hand for the work.

9. Tyrone's Green List. Tyrone and Julie to meet.

10. The Board still not happy with the way the OCR Finances are presented. Julie to talk with Amanda to see if they can be made clearer.

11. Emergency Cover.

There was a discussion about emergency cover and what constituted an “emergency”. Things like phones falling behind radiators would not be considered. It was suggested that a mobile phone be purchased and given to anyone who was on duty. Karl to be asked if he would take a large share of the responsibility in return for a fee.

12. Hydro Boiler not working. Julie to see if it could be repaired at not too great a cost. Julie mentioned that the company would put on an annual service contract for £252 annually.

In the meantime Julie would look into Kookers and Quettles.

13. Go2Play had given up Monday mornings in the Castle room.

14. Date of next meeting Tuesday 8th Nov at 2.30 via Zoom.

### **Financial Implications**

4. None at this stage. 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**

5. 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.
6. The use of the Old Church Rooms will help the Council deliver these Wales-wide sustainability goals.

### **Staffing Implications**

7. N/A

### **Risk Management Implications**

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

### **Legal Implications**

9. N/A

### **Recommendation**

10. It is **recommended** that

(1) the report is noted.

(2) the recommendations are approved.