



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Agenda Item 16

Meeting: Full Council
Date: 16 March 2023
Report Author: Clerk to the Council
(Notes of the meeting prepared by Councillor Huw Onllwyn Jones)

Old Church Rooms (OCR) Board Notes 28 February 2023

Introduction

1. To receive the notes of the above meeting.

Key Issues

2. Notes of the meeting are set out below:

OCR Board Notes: 28 February 2023

Present

Huw Jones (Chair)
Tyrone Davies
David Silver

David Collins – Clerk
Julie Hopkins - Assistant Clerk

Apologies for Absence

Allan Cook

Opening remarks

Board members and staff present expressed their deepest sympathies with the family of Cllr Ralph Vaughan, following the sad news of his passing. Everyone

present recalled his very valuable contribution to the Board's work, to the Council and the Community. He will be very sorely missed.

Minutes of the last meeting

Proposed as accurate by H Jones; seconded by T Davies

OCR accounts

It was agreed that these seemed to be in good order. A small deficit was expected at year end, which was acceptable. Staff costs were slightly lower than expected, reflecting the Clerk's start of work with the Council in mid April.

It was agreed to increase rental costs by £1 an hour, for approval by the Council. In the meantime, regular users to be informed by Julie that this would happen from April onwards, to reflect our increased costs.

Action: Huw to draft the email

Building project

Huw had not been able to progress this, due to other Council business. To be discussed at next meeting.

Action: Huw to complete the Lottery application form

New sign

It was agreed to commission Ask Frank to provide the following sign:

Before this could happen, however, Huw would check with Weebly (our current website host) if we can keep our url as we build a new website.

Action: Huw to contact Weebly

Bargeboards

A site inspection drew us to the conclusion that these should be clad, not replaced. Julie to ask Keith Young for photographs of previous bargeboard work undertaken by him.

Keith Young's quote of £6,960 was deemed acceptable, but Julie was asked to chase a quote from one of the four she had invited to do so (the other two having declined)

Action: Julie to ask Keith for photos and Theaker's for a quote, giving them a two-week deadline.

Storage Policy

To be discussed in full at a future meeting.

The need for a priority order was discussed (daily, weekly, monthly users etc). The RMA would have their own priority, reflecting the 'annual nature' of their activities, such as the May Festival.

It was agreed to consider options with regard to the access tower, which uses a great deal of space. Julie to contact a Hire Company to find out how much it would cost to hire one, before we decide whether or not to get rid of ours. It was agreed, however, to keep it until the summer when Karl would use it as he paints part of the Garth Room.

Action: Julie to research access tower hire prices
Huw to redraft storage policy

Door code

Julie explained that she was still waiting a response from the relevant company, with regard to fixing the door code mechanism.

Kitchen

Following an email from the nursery about their food hygiene rating, it was agreed to purchase a push / pull plug for the hand-washing bowl; to replace the wooden doors on the nursery equipment cupboard. The hot water thermostat was turned down slightly.

Action: Julie to purchase a plug; Karl to fit it and obtain and fit new doors with plastic handles

Weir room floor

Julie explained that she has a form to fill, requesting that this be fixed by Polyfloor, triggering the 10 year guarantee that came with the floor.

Next meeting

To be agreed.

Financial Implications

1. 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

2. 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.
3. The use of the Old Church Rooms will help the Council deliver these Wales-wide sustainability goals.

Staffing Implications

4. N/A

Risk Management Implications

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

Legal Implications

6. N/A

Recommendation

7. It is **recommended** that:
 - (1) the report is noted.
 - (2) the recommendations and actions are approved.