



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

Minutes of a COUNCIL MEETING held on 29 September 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 20 October 2022.

Present: Councillor Vina Patel (in the Chair) Councillors Julia Charles, Huw Onllwyn Jones, David Silver, David Suthers and Martin Williams.

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

Absent: Councillors Allan Cook, Tyrone Davies, Helen Lloyd Jones, Michelle Lenton-Johnson, Vina Patel and Ralph Vaughan

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

RMCC22/93 Apologies for Absence

Apologies for absence were accepted from Councillors Allan Cook (holiday) Tyrone Davies (Holiday), Helen Lloyd Jones (Civic responsibilities) and Ralph Vaughan (holiday)

RMCC22/94 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."

RMCC22/95 Declarations of Interest

Members were asked to declare any personal and/or prejudicial interest they had and give details of their interest. None were received.

The Clerk declared a prejudicial interest in item RMCC/114 (Clerk's Leave). He left the meeting for the consideration of this matter.

RMCC22/96 Members of the public invited to speak

None.

RMCC22/97 Chairman's Announcements/Report

Members noted that the Chairman had submitted a report to the Radyr Chain article which had been published.

It was **Resolved** that

- (1) the information is noted.
- (2) the attendance of the Chairman at events in the community is regarded as approved duty.

RMCC22/98 Minutes of the Meeting of Full Council held on 21 July 2022

The Chair introduced the minutes of the above meeting.

The Clerk agreed to provide updates on key issues to Members as part of future Work Programme reports.

Councillor Huw Onllwyn Jones proposed to accept the minutes. Councillor David Silver seconded.

It was **Resolved** that the minutes of the above meeting are confirmed as a true and accurate record meeting subject to confirmation that the minutes were reported to Council on 29 September 2022 in view of the cancellation of the meeting on 15 September 2022.

RMCC22/99 Community Councillor Vacancy. Co-option. (Morganstown Ward)

Members considered a submission from Rachel Phillips to fill the above vacancy. Rachel Phillips attended. The Chair moved approval. Councillor D Silver seconded.

Members voted unanimously to co-opt her onto the Council.

It was **Resolved** that

- (1) the position is noted.
- (2) consideration of vacancies on committees and working groups is deferred.

RMCC22/100 Finance

Councillor Julia Charles introduced the minutes of the Finance Committee meeting held on 1 September 2022. The Clerk agreed to record the reasons for grant funding in future minutes.

Councillor Charles also introduced draft Financial Regulations, which had been amended since being considered by the Finance Committee, and Payment Schedules for July and September 2022. She also introduced Management Accounts for August 2022. Members emphasised the need to spend each financial allocation. The Clerk agreed to indicate anticipated spend in future.

It was **Resolved** that:

- (1) the recommendations of the Finance Committee are approved.
- (2) the Financial Regulations are approved.
- (3) Payment Schedules for July and September 2022 are confirmed.
- (4) Payment to K Young Construction for works to the bell tower at the Old Church Rooms (£7,900 net) is made from within Earmarked Reserves.
- (5) the reporting of Bank Statements to the next meeting of the Finance Committee is noted.
- (6) Management Accounts August 2022 are confirmed.
- (7) arrangements for the use of a Debit Card are approved.

RMCC22/101 Old Church Rooms (OCR) Board

Members considered a report of a meeting of the Board held on 8 August 2022. Councillor Huw Onllwyn Jones drew attention to potential future required at the Old Church Rooms such as the installation of a lift, play area and improved storage facilities. A detailed report on Quantity Surveyor's costs would follow. Works to the bell tower had been completed. Issues relating to the provision of a 'pop-up' burger sales facility remained under discussion.

Members also noted that Management Accounts for 31 August 2022 showed spending in relation to General Maintenance (B4) at the Old Church Rooms of £2,326 against an annual budget of £2,500. Members had asked to receive information regarding the income and expenditure in order to improve financial management. Members also discussed the effect of the rise in the cost of living on heating costs.

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

RMCC22/102 Publicity Group

Members considered a report of a meeting of the Publicity Group held on 18 August 2022. Councillor David Silver highlighted the key issues which the group had considered. including the potential for a new or improved website, communications issues, smart surveys, a review of IT equipment, the Welsh Language Scheme, Complaints Procedure and face-to-face meeting. Revised terms of reference for the group were also considered.

It was **Resolved** that:

- (1) the report is noted.
- (2) the revised terms of reference for the group are approved.
- (3) the recommendations of the Publicity Group are approved.
- (4) the creation of a Council Facebook account is approved in principle.

RMCC22/103 Meeting with Leader of Cardiff Council

Members noted that the Leader of Cardiff Council had met representatives of the Council on 21 September 2022.

A full report would be submitted to the Environment Committee pending further consideration by full Council.

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

RMCC22/104 Civility and Respect

Members considered signing up to the Civility and Respect Pledge. Members asked to receive further information about the Pledge.

Members also noted that Councillor Julia Charles had been accepted onto the Standards and Ethics Committee as a representative of community councils.

It was **Resolved** that:

- (1) further information about the Civility and Respect Pledge is reported to a future meeting.
- (2) the appointment of Councillor Charles to the Standards & Ethics Committee is welcomed.

RMCC22/105 Planning Committee

Members reviewed the arrangements for responding to Cardiff Council in relation to planning applications potential future meetings of the Planning Committee.

It was **Resolved** that:

- (1) consideration is deferred to the next meeting of the Council.
- (2) a meeting is held with officials of Cardiff Council to discuss statistical forecasts used to inform the Replacement Local Development Plan.

RMCC22/106 Requests for Financial Assistance

Members considered a request in relation to the Radyr and Morgantown Local Development Group. The Council had been asked to retain any funds awarded until confirmation has been received that the Group could use the Radyr & Morgantown Association account or opened its own account.

Members voted unanimously in favour of supporting the request.

It was **Resolved** that:

- (1) a grant of £1500 is awarded from within Code A5 – Longer Term Environment Projects.
- (2) an exemption to the requirement for accounts to be submitted as part of the application is approved.
- (3) the group is requested to provide all future publicity materials bilingually.
- (4) a report is submitted to a future meeting on the potential for the Council to engage the services of professional support in relation to the Replacement Local Development Plan.

RMCC22/107 Halloween Events

Members noted that a Halloween Workshop would take place on 29 October 2022 at the Radyr & Morganstown Hub 10:30 am to 12:30 pm. South Wales Police would fund the event. All Members were invited to attend.

Members also considered the allocation of funding towards a proposed event at Windsor Gardens on 31 October 2022. Potential activities could include pumpkin displays, craft and refreshments. Road closures and risk assessments may be required. Anticipated costs would be in the region of £400.

It was **Resolved** that a sum of £400 is approved towards the event at Windsor Gardens on 31 October 2022. (Code G4 – Other Events)

RMCC22/108 Remembrance Sunday

Members noted arrangements were being put in place to hold an Act of Remembrance and parade on Remembrance Sunday. This would be a community led event as in previous years.

Members consider funding costs such as provision of wreaths and refreshments after the events, as in previous years. Refreshments were likely to be provided at the Tennis Club.

Further details of the arrangements would be reported to Members on 20 October 2022.

It was **Resolved** that:

- (1) £25 is allocated to the provision of wreaths.
- (2) a £75 donation to the Royal British Legion is confirmed.
- (3) £100 is approved towards the provision of refreshments.

RMCC22/109 Workplace Pension Scheme. Re-enrolment.

The Council last carried out re-enrolment on 31 July 2019. Members noted the Council was required to choose a re-enrolment date by 30 October 2022. On that date the Council must assess staff to work out if they need to put

them back into the scheme. Within 6 weeks the Council must then write to the staff. A declaration must also be submitted. This would be dealt with by the Clerk

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

RMCC22/110 County Councillors' Report

Members considered a detailed report from the local County Councillors about issues in the community.

It was **Resolved** that:

- (1) the report is noted.
- (2) the Clerk is instructed to write to Cardiff Council further to concerns about the design of the temporary junction between Llantrisant Road and Clos Parc Radyr.

RMCC22/111 Forward Work Programme: Progress

It was **Resolved** that:

- (1) the Work Programme is noted.
- (2) a report is submitted to the next meeting on the Good Neighbour Scheme.

RMCC22/112 Date of Next Meetings

Members noted that the next meetings would take place as follows:

Thursday 6 October 2022 at 7:00pm: Environment Committee

Thursday 20 October 2022 at 7:00pm: Full Council

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

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

RMCC22/113 Exclusion of the Press & Public

In view of the confidential nature of the business to be transacted, it was **Resolved** 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.

RMCC22/114 Clerk's Leave

The Clerk declared a prejudicial interest in this item. He left the meeting for the consideration of this matter.

Members noted that the Clerk would be on leave 21 – 25 November 2022 inclusive. The Clerk might potentially earn additional income via journalism/media during this time

It was **Resolved** that the above arrangements are approved.

The meeting closed at 8.45 pm

SIGNED

CHAIRMAN RADYR & MORGANSTOWN COMMUNITY COUNCIL