



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

Minutes of a COUNCIL MEETING held on 20 October 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 17 November 2022.

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

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

Absent: None

(Councillor Michelle-Lenton Johnson was present for part of the meeting but was unable to participate in full due to IT problems which affected her ability to contribute to the discussions. Other participants were unable to hear her.)

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

RMCC22/115 Apologies for Absence

None

RMCC22/116 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."

RMCC22/117 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.

Councillor Vina Patel declared a personal and prejudicial interest in Minute RMCC22/119 (Good Neighbour Scheme) as a Trustee of the Good Neighbour Scheme. She remained in the meeting.

Councillor Helen Lloyd Jones declared a personal interest in Minute RMCC22/130 (Planning Committee) in view of her association with the application for application 22/02148/FUL. She remained in the meeting.

The Clerk declared a personal and prejudicial interest in item RMCC/141 (Clerk's Probation). He left the meeting for the consideration of this matter.

RMCC22/118 Members of the public invited to speak

None.

RMCC22/119 Good Neighbour Scheme

Councillor Vina Patel declared a personal and prejudicial interest in this matter as a Trustee of the Good Neighbour Scheme. She remained in the meeting

Councillor Vina Patel outlined the background and objectives of the scheme and referred to some of the governance arrangements put in place.

Louise Beesley (Co-Ordinator) described projects and partnership working which provided support to vulnerable members of the community.

The scheme had been set up to offer services to those in need of help and support. It aimed to help people connect with their community by telling them what is available, providing opportunities for people to meet and helping with getting them there.

Issues raised by Members included:

- local transport links.
- Community café.
- objectives, targets & strategies.
- opportunities to learn from best practice and comparable projects.
- the potential to refer to the support provided by the Council on the charity's literature.
- the needs of Welsh speakers.
- the potential to recruit Welsh speaking volunteers
- opportunities to provide meals.

Louise Beesley undertook to provide the Clerk with further information about the work of the charity to forward to Members.

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

RMCC/120 Chairman's Announcements/Report

The Chairman reported that he had recently undertaken the following on behalf of the Council:

- Met with Ian Yemm (new Vicar of Christchurch) Ian Ogden and the Clerk regarding the November Remembrance event.
- Attended a meeting with TfW contractors and Helen Lloyd Jones to discuss noise levels during night working at the Sidings.
- Attended 4 OCR management meetings in conjunction with other Members.
- Attended a Publicity Group Meeting in conjunction with other Members.
- Attended a meeting with representatives of the RMLDG group along with the clerk.

- Took part in the selection process for co-opting a Cllr for Morganstown in conjunction with other Members.
- Attended a Finance Committee meeting in conjunction with other Members.
- Met with the clerk a number of times to discuss council matters.
- Along with Julie/assistant clerk provisionally arranged our Xmas meal Radyr Golf Club Thursday December 22nd.
- Met with Anthony Jenkins (Parc Radyr Management Company) regarding the re-establishment of the children's park at Parc Radyr.
- In conjunction with the Clerk wrote and submitted our regular article for the Chain.
- Wrote letters to former Councillors Rod McKerlich and Clive Morgan thanking them for their contribution to the Community Council.
- Met with individual Community Councillors to discuss council matters at their request.
- Met with Huw Thomas (leader of Cardiff City Council), along with other Members, to discuss matters relevant to our community.

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.

RMCC22/121 Minutes of the Meeting of Full Council held on 29 September 2022

The Chairman introduced the minutes of the above meeting.

Councillor Huw Onllwyn Jones proposed to accept the minutes. Councillor Vina Patel seconded.

It was **Resolved** that the minutes of the above meeting are confirmed as a true and accurate record meeting subject to

- (1) the deletion of Councillor Vina Patel's name from the list of absent members.
- (2) the amendment of the word "require" to requirement and the deletion of the words "Quantity Surveyor's" in item RMCC22/101 (Old Church Rooms (OCR) Board).
- (3) the deletion of the repeated word "be" in item RMCC/109 (Workplace Pension Scheme. Re-enrolment.)

RMCC22/122 Community Councillor Vacancy: Co-option (Morganstown Ward). Committee Membership

Members noted that Councillor Phillips had signed her declaration of acceptance of office in the proper manner. The Chairman welcomed Councillor Phillips

Members considered vacancies on the Finance Committee, Employment Committee and Youth Engagement Working Group.

It was **Resolved** that

- (1) the position is noted.
- (2) the clerk is instructed to circulate details of current membership of committees and groups.

RMCC/123 Code of Conduct Training

Members noted Standing Orders required that all Members must undertake Code of Conduct training within six months of taking office. It had been hoped to arrange this via the Monitoring Officer though progress has been delayed.

The Clerk reported that it was is good practice for Members to undertake Code of Conduct training within 6 months of taking office, but that this was not a mandatory statutory or legal requirement. Ideally, training should be carried out within the 6 months period of taking office. Options were being examined to comply with this.

It was **Resolved that** the following motion, which may be moved at a meeting without written notice to the Proper Officer is approved.

To suspend standing order 13 (b) to allow those members who have not undertaken the above training an extra 6 months to undertake the necessary training.

RMCC/124 Finance

Councillor Julia Charles introduced the Management Accounts 30 September 2022. Variances were reported. Income and expenditure was monitored by Members to ensure compliance with budgets during the year. Budget headings would incur income and expenditure as the year progresses and details will be monitored and reported. Members noted pressure on the budget for subscriptions. Members discussed funds available within the Unity Trust Bank account and potential forthcoming grant applications.

It was **Resolved that**

- (1) the Management Accounts are approved.
- (2) the sum of £300 is transferred from Code L2 (Office Supplies) to J5 (Subscriptions & Conferences) to prevent an overspend.

RMCC/125 Environment Committee 6 October 2022

Councillor Allan Cook introduced the minutes of the meeting of the Environment Committee of the meeting held on 6 October.

Members noted that the site visit to Windsor Gardens had subsequently been rearranged to 21 October 2022. Members considered the requirement for the Council to review its Biodiversity performance by 2022 (s6 Environment (Wales) Act 2016, the introduction of nesting boxes at Radyr Woods by the Friends of Radyr Woods using grant funding.

Members noted that there been little progress in relation to the condition of Bethel Chapel. The County Council could consider formal action but there was also scope for informal discussions to be led by the Community Council.

The Chairman of the Council undertook to circulate details of the 2022 Santa Run. Members asked to receive details of progress re the Co-Op store.

The Chairman of the Council agreed to report on the current position in relation to Drovers Way Play Area including the financial position later in the meeting (Item RMCC22/128 refers).

It was **Resolved** that

- (1) the recommendations of the committee are approved (including the acceptance of quotations.)
- (2) the holding of a special meeting of the Committee on 1 December 2022 to consider the committee's estimates is approved. The meeting to take place remotely using a video conferencing facility in accordance with the Local Government and Elections (Wales) Act 2021.
- (3) the Council note the Council reviewed its Biodiversity Plan on 12 May 2022 and also approved an Annual Report on this date which included details of the Council's environmental and sustainability goals and budget.
- (4) approval is given to the Friends of Radyr Woods to provide nest boxes for the woods.
- (5) Progress in relation to issues raised with County Councillor Huw Thomas is reported to future meetings.

RMCC22/126 Radyr Rangers FC

Members considered supporting the club in its ambitions to secure a lease from Cardiff Council for the pitch etc. at Morganstown and their wish to provide a club house at the above site. It was reported that a lease of the land could assist the club in accessing grant funds. Members considered that any club house should also be available for community use.

Members also discussed the future intentions of Transport for Wales in relation to the area surrounding the pitch used by the football club and progress in relation to issues raised by the local community.

It was **Resolved** that

- (1) the Council supports the club in its ambitions to secure a lease from Cardiff Council for the pitch etc. at Morganstown and its wish to provide a club house at the above site.
- (2) Transport for Wales is asked for a report on progress in relation to issues arising from a local public consultation exercise.

RMCC22/127 Old Church Rooms (OCR) Board

Members considered a report of meetings of the Board held on 20 September 2022 and 3 October 2022. Members noted that, in future, Members of the Board will be provided with information about income and expenditure specific to the OCR at future meetings. Details of a proposed Pop-Up Burger sales venture were reported. The project would run for a trial period of 13 weeks. The applicant would apply for planning permission.

It was **Resolved** that the recommendations of the Board, including the provision of a Pop-Up Burger Sales facility, are approved.

RMCC22/128 Provision of facilities for young people

Members considered a detailed report on potential ways in which the Council could engage with young people and provide services for young people.

The report included details of a series of potential initiatives and some longer-term aspirations. Members discussed a variety of potential solutions, models and funding packages, including the needs of Welsh speakers.

It was **Resolved** that the following initial priorities are agreed:

- (i) applying pressure on Cardiff Council to bring about long-term improvements to conditions at Drovers Way play area, including overcoming drainage problems.
- (ii) providing support to Radyr Rangers FC as described in item RMCC22/126 above.
- (iii) continued discussion with Cardiff Council about the potential to support youth workers in the local community to engage with young people.

RMCC22/129 Civility and Respect

Members considered signing up to the Civility and Respect Pledge.

It was **Resolved** that consideration is deferred.

RMCC22/130 Planning Committee

Councillor Helen Lloyd Jones declared a personal interest in this matter in view of her association with the application for application 22/02148/FUL. She remained in the meeting.

Members considered the arrangements for responding to Cardiff Council in relation to planning applications. Details of all applications were currently sent to all Members on a weekly basis. Members were asked to submit any observations on the applications to the Clerk.

Members considered the most effective arrangements for engaging members of the Planning Committee.

Members drew attention to concerns which had been expressed by local residents in relation to the proposed erection of a detached dwelling at rear of 41 Heol Isaf (22/02148/FUL). Members also noted that a site meeting would

take place in relation to a proposed extension at 43 Pentwyn
922/01411/DCH)

It was **Resolved** that:

- (1) the Clerk is instructed to hold informal discussions with Members of the Planning Committee to consider the most effective arrangements for responding to planning applications.
- (2) Concerns expressed by local residents in relation to application (22/02148/FUL) are supported.

RMCC22/131 Training Plan

Members considered a Training Plan in accordance with the Local Government and Elections (Wales) Act 2021 The plan had been the subject of discussion with One Voice Wales in order to ensure that the Council had in place a solid foundation upon which to address training needs on an ongoing basis.

It was **Resolved** that the Training Plan is approved.

RMCC22/132 Independent Remuneration Panel Annual Report

Members considered the Independent Remuneration Panel for Wales draft Annual Report February 2023 and consultation questions. Draft determinations for 2023-24 were considered.

It was **Resolved** that Members forward any observations to the Clerk.

RMCC22/133 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 will fund the event. All Members were invited to attend.

Members also noted arrangements in relation to a proposed event at Windsor Gardens on 31 October 2022. Potential activities to include refreshments (RMA), costume and pumpkin parades and the use of a PA system.

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

RMCC22/134 Remembrance Sunday

Members noted progress on arrangements to hold an Act of Remembrance and parade on Remembrance Sunday. This would be a community led event as in previous years. Members noted that arrangements were still being made to recruit personnel to manage road closures. Members also discussed hospitality provision following the event.

It was **Resolved** that:

- (1) the Clerk is instructed to circulate details of the arrangements for Remembrance Sunday.

(2) the Council's contribution to refreshments at the tennis club is increased to a maximum of £200.

RMCC22/135 Flag Policy (Purchase and Flying of Flags at Council Premises)

Members considered a report on the Council's approach to the flying of flags. In particular, Members discussed the importance of flying the Welsh flag (Draig Goch) whenever possible.

Members discussed the availability of flagpoles around the locality and opportunities to erect additional poles. It was suggested that further discussions take place with Cardiff Council about the potential use of additional flagpoles

It was **Resolved** that further discussions are held with Cardiff Council about the use of additional flagpoles.

RMCC22/136 County Councillors' Report

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

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

RMCC22/137 Forward Work Programme: Progress

Members considered a report on progress in relation to various current matters.

It was **Resolved** that the Work Programme is noted.

RMCC22/138 Date of Next Meetings

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

Thursday 3 November 2022 at 7:00 pm: Finance Committee

Thursday 17 November 2022 at 7.00 pm: Council

Thursday 1 December October 2022 at 7:00pm: Environment Committee

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.

RMCC22/139 Exclusion of the Press & Public

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

RMCC22/140 IT Quotation

Members considered a quotation for separate e-mail addresses for the Clerks. Enquiries would also be made about dedicated email addresses for Members.

It was **Resolved** that the quotation is accepted.

RMCC22/141 Clerk's Probation

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

Members reviewed the appointment of the Clerk following his period of probation. The Chairman described the achievements of the Clerk and expressed his thanks to the Clerk.

It was **Resolved** that the appointment of the Clerk is confirmed.

The meeting closed at 9.30 pm

SIGNED

CHAIRMAN RADYR & MORGANSTOWN COMMUNITY COUNCIL