



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

The Old Church Rooms  
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14 October 2022

Members of the public and press are entitled to attend meetings of Radyr & Morganstown Community Council unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion. Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.

Members of the press or public wishing to attend the meeting below should contact the Clerk no later than 1:00pm on the day of the meeting to request the Zoom link and passcode to join the meeting. Please email the Clerk at the following address: [clerk@radyr.wales](mailto:clerk@radyr.wales)

Dear Members of Radyr & Morganstown Community Council

I hereby give you notice that an Ordinary Meeting of the Community Council will be held on **THURSDAY 20 OCTOBER 2022 at 7:00pm**. The meeting will be held remotely via Zoom. All Members of the Council are summoned to attend. The business to be transacted is set out in the agenda below.

Yours sincerely

David Collins DMS

Clerk to the Council/Clerc i'r Cyngor (Proper Officer / Swyddog Priodol)

Radyr & Morganstown Community Council

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## **AGENDA**

### **1. Apologies for absence**

To be submitted in writing to the Clerk in advance.

### **2. Declarations of Interest**

Councillors are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and the Clerk.

### **3. Method of Voting**

To confirm that the manner of any voting at this meeting and any subsequent meetings will be by calling each name alphabetically with a response of "for" or "against" or "abstain."

### **4. Members of the public invited to speak**

(Standing Order 3 and Local Government and Elections (Wales) Act 2021)

### **5. Chairman's Announcements/Report**

*Since the last time I reported to you I have 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 22<sup>nd</sup>.
- 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.

## 6. Minutes of the Ordinary Meeting of Council held on 29 September 2022

To receive and, if approved, confirm the attached Minutes of the above Council Meeting.

Chairman to sign.

## 7. Community Councillor Vacancy: Co-option (Morganstown Ward). Committee Membership

- (1) Councillor Phillips has signed her declaration of acceptance of office in the proper manner.
- (2) It is **recommended** that Members consider fill vacancies on the Finance Committee, Employment Committee and Youth Engagement Working Group. (Deferred 29 September 2022.)

## 8. Code of Conduct Training

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

It is good practice for Members to undertake Code of Conduct training within 6 months of taking office, but it is not a mandatory statutory or legal requirement.

Ideally, that training should be carried out within the 6 months period of taking office. Options are being examined to comply with this.

If it is not possible for the training to take place within the designated 6-month period, it is **recommended** the council consider the following motion, which may be moved at a meeting without written notice to the Proper Officer:

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

## 9. Finance

To consider the attached Management Accounts 30 September 2022. Variances are reported. Income and expenditure is monitored by Members to ensure compliance with budgets during the year. Budget headings will incur income and expenditure as the year progresses and details will be monitored and reported.

## 10. Environment Committee 6 October 2022

- (1) To receive and, if approved, to confirm the recommendations of the Committee of the meeting held on 6 October. A copy of the minutes is attached.  
(The site visit to Windsor Gardens has subsequently been rearranged to 21 October 2022)
- (2) To approve the holding of a special meeting of the Committee on 1 December 2022 to consider the committee's estimates. 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 is required to review its Biodiversity performance by 2022 (s6 Environment (Wales) Act 2016).

To note that the Council reviewed its Biodiversity Plan on 12 May 2022. The Council also approved an Annual Report on this date which included details of the Council's environmental and sustainability goals and budget.

- (4) The Friends of Radyr Woods have made an application for a Biodiversity grant from Cardiff Councils Community Project Funding Team to obtain some replacement nest boxes for the woods. The permission of the landowner is required. It is **recommended** that approval is granted.
- (5) The Chairman of the Council will provide an update on the current position in relation to Drovers Way Play Area including the financial position.

#### **11. Radyr Rangers FC**

- (1) To consider supporting the club in its ambitions to secure a lease from Cardiff Council for the pitch etc. at Morganstown.
- (2) To consider supporting the club in their wish to provide a club house at the above site.

#### **12. Old Church Rooms (OCR) Board**

- (1) To consider the attached report of meetings of the Board.
- (2) To confirm the recommendations in the report, including the provision of a Pop Up Burger Sales facility.
- (3) To note that, in future, Members of the Board will be provided with information about income and expenditure specific to the OCR at future meetings.

#### **13. Good Neighbour Scheme**

To receive an oral report on progress.

#### **14. Provision of facilities for young people**

To consider the attached report.

#### **15. Civility and Respect**

To consider signing up to the Civility and Respect Pledge, details of which are attached. By signing the pledge, the Council would agree to treat everyone with civility and respect in their roles. Details are attached.

#### **16. Planning Committee (Deferred from 29 September 2020)**

- (1) To review the arrangements for responding to Cardiff Council in relation to planning applications. Details of all applications are currently sent to all Members on a weekly basis. Members are asked to submit any observations on the applications to the Clerk.
- (2) To consider holding a meeting of the Planning Committee.

#### **17. Training Plan**

To consider the attached Training Plan. The Local Government and Elections (Wales) Act 2021 requires the Council to have a plan in place by November 2022. The attached plan has been the

subject of discussion with One Voice Wales in order to ensure that the Council has in place a solid foundation upon which to address training needs on an ongoing basis.

## **18. Independent Remuneration Panel Annual Report**

Attached are the following:

- The Independent Remuneration Panel for Wales draft Annual Report February 2023.
  - Draft Annual Report - consultation questions
- The report can also be accessed by using the following link:

### **Draft determinations for 2023 to 2024:**

The Panel considers members of Community and Town Councils should not be out of pocket for carrying out their duties. It therefore proposes the following:

#### **Basic payment for extra costs of working from home**

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

#### **Set payment for consumables**

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

The Panel welcomes feedback on this draft Report and have included some additional questions. (attached). The consultation period ends 1 December 2022. One Voice Wales will be preparing a response to this consultation. The Council may wish to inform the response.

## **19. Halloween Events**

- (1) To note that a Halloween Workshop will 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 are invited to attend.
- (2) To report orally on progress 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.

## **20. Remembrance Sunday**

To report progress on arrangements to hold an Act of Remembrance and parade on Remembrance Sunday. This will be a community led event as in previous years.  
Arrangements

## **21. Flag Policy (Purchase and Flying of Flags at Council Premises)**

To consider the attached report.

## **22. County Councillors' Report**

To consider the attached report.

**23. Forward Work Programme: Progress**

To consider the attached report.

**24. Dates of Next Meetings**

To confirm the following:

Finance Committee	Thursday 3 November 2022
Council	Thursday 17 November 2022 at 7.00 pm
Environment Committee	Thursday 1 December 2022 at 7.00 pm

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

(The provision of face-to-face meetings is identified in the above Work Programme as a future priority alongside supporting IT equipment.)

Members are asked to notify the Clerk 10 days in advance of each meeting of any matters they wish to be included on the agenda.

**25. Exclusion of the Press & Public**

In view of the confidential nature of the business to be transacted, it is **recommended** 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.

**26. IT Quotation**

To consider the attached quotation for separate e-mail addresses for the Clerks.

Enquiries will also be made about dedicated email addresses for Members.

**27. Clerk's Probation**

To consider the attached report