



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

The Old Church Rooms  
Park Road  
Radyr  
Cardiff CF15 8DF

Tel: 02920 842213  
Email: [clerk@radyr.wales](mailto:clerk@radyr.wales)

23 September 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 29 SEPTEMBER 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

Cyngor Cymuned Radur a Threforgan

## AGENDA

### 1. Apologies for absence

To be submitted in writing to the Clerk in advance.

(Apologies for absence have been received from Councillor Ralph Vaughan due to holidays. The Chairman of the Council may also be unavailable due to holiday.)

### 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

Chairman to report.

### 6. Minutes of the Ordinary Meeting of Council held on 21 July 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) It is **recommended** that Rachel Phillips is co-opted to fill the above vacancy. This follows interview by a panel of Members appointed by the Council. A copy of her submission is attached. If elected, she must make a declaration of acceptance of office before, or at, the first meeting following her election.

Members should vote on this appointment.

(2) It is **recommended** that Rachel Phillips is appointed to fill vacancies on the Finance Committee, Employment Committee and Youth Engagement Working Group.

### 8. Finance

(1) To receive and, if approved, to confirm the recommendations of the Finance Committee at the meeting held on 1 September 2022. A copy of the minutes is attached.

(2) To approve the attached Financial Regulations, as recommended by the Finance Committee. (The regulations include some additional minor amendments following consultation with One Voice Wales.)

- (3) To approve the attached Payment Schedules for July 2022 and September 2022.

Members are asked to confirm that payment to K Young Construction for works to the bell tower at the Old Church Rooms is made from within Earmarked Reserves. £7,900 (net). (Voucher 5053 September Schedule refers.)

- (4) To approve the attached Management Accounts for August 2022. Fire Safety Risk Assessment costs and Electrical Installation Reports have been charged to B6 (Fixtures & Equipment.)

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.

- (5) To note that Bank Statements will be reported to the Finance Committee in November 2022.
- (6) To note that arrangements have been taken forward to secure the use of a Debit Card in accordance with the wishes of the Council expressed on 17 June 2021. The Council has approved procedures relating to the use of the card.

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

- (1) To consider the attached report of a meeting of the Board.
- (2) Management Accounts for 31 August 2022 show spending in relation to General Maintenance (B4) at the Old Church Rooms of £2,326 against an annual budget of £2,500. Members have asked to receive information regarding the income and expenditure for the OCR in order to improve financial management.

## **10. Publicity Group**

To consider the attached report.

## **11. Meeting with Leader of Cardiff Council**

The Leader of Cardiff Council met representatives of the Council on 21 September 2022.

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

It is **recommended** that the information is noted.

## **12. 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.

## **13. Planning Committee**

- (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.

#### **14. Requests for Financial Assistance**

To consider the attached request in relation to the Radyr and Morganstown Local Development Group. Representatives of the Group have asked to address the meeting.

Should the application be approved, the Council has been asked to retain the funds until confirmation has been received that the Group can use the Radyr & Morgantown Association account or opens its own account.

Support could be met from within Code A5 – Longer Term Environment Projects. (Annual budget £12,500. Spending in current year NIL.) or Code D6 – Community Grants. (Annual budget £3,000 spend £1750 plus £150 yet to be paid.)

#### **15. 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 consider allocation of for 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, which could be met from withing Code G4 – Other Events. (Annual Budget £1,250. Spend to date NIL.)

#### **16. Remembrance Sunday**

Arrangements are being put in place to hold an Act of Remembrance and parade on Remembrance Sunday. This will be a community led event as in previous years.

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

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

#### **17. Workplace Pension Scheme. Re-enrolment.**

The Council last carried out re-enrolment on 31 July 2019. The Council must 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 will be dealt with by the Clerk

It is **recommended** that the arrangements are noted.

#### **18. County Councillors' Report**

To consider the attached report.

#### **19. Forward Work Programme: Progress**

To consider the attached report.

## 20. Dates of Next Meetings

To confirm the following:

Environment Committee	Thursday 6 October 2022 at 7.00 pm
Council	Thursday 20 October 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.

## 21. 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.

## 22. Clerk's Leave

To note that the Clerk will be on leave 21 – 25 November 2022.

The Clerk may earn additional income during this time through occasional employment via journalism/media work. This will not affect the work of the Council. It is **recommended** that the Council consents to this.