



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

Minutes of the MEETING of the COMMUNITY COUNCIL held on Thursday, 15 October 2015 at 7:30pm at the New School Rooms.

Present: Councillors St Leger, Morgan, Evans, Hallinan, Dubberley, R McKerlich, Diment, S McKerlich, R Vaughan, T Davies, D Suthers, Lloyd Jones

Mark Drakeford, AM

Two representatives of the Sidings Residents' Association

Katie Gupwell, trainee journalist (+1)

Nick Hawkins, RMA

In attendance: Helena Fox

**14.922 To receive the Chairman's Report:** Cllr Hallinan had had a number of discussions on the community questionnaire.

**14.923 To receive apologies for absence :** There were none.

**14.924 To make declarations of interest :** There were none.

**14.925 To receive the Minutes of the Meeting held on September 17 2015:** The Chairman introduced the minutes of the meeting held on September 17 which were proposed as a true record for signature by Cllr Morgan, seconded by Cllr R McKerlich.

**14.926 Meeting adjourned – Members of the public invited to speak:**

**14.926.1** LDP and Green Belt: Mark Drakeford said that in the next consultation both he and Kevin Brennan, MP will respond and will be arguing in support of Cardiff Council that it requires a Green Belt and not a Green Wedge. With Julie Morgan, AM Mr Drakeford is seeking a meeting with the First Minister to let him know their views.

**14.926.1.1** Cllr R McKerlich noted that Cardiff is producing the LDP under Welsh Government parameters. During the LDP Hearings, Welsh Government have pushed their ideas on issues like level of growth and the Green Belt. Mr Drakeford acknowledged that Cardiff was constrained by the LDP rule-book. He has been concerned about some of the Welsh Government representation at the Hearings and has been working hard to stop Welsh Government constraining Cardiff. This is part of the reason for seeking a meeting with the First Minister.

**14.926.2** Cllr Lloyd Jones raised concerns about the fee of £25 if black wheelie bins are stolen. Mr Drakeford noted that that is a Cardiff matter. Cllr Lloyd Jones had wanted to see the Natural Resources Wales response to the Llantrisant road planning application but was told it was not available to the public. Mr Drakeford suggested she ask NRW to release it to her. Cllr Lloyd Jones raised the issue of automated hospital appointment phone messages that cannot be picked up by carers. Mr Drakeford explained that this was an issue of patient confidentiality: messages cannot be left other than with the person themselves or a nominated adult.

**14.927 To discuss the Welsh Government plans for Radyr Station and decide on any action:** Cllr R McKerlich reported that while details are not yet certain he and Cllr Suthers had attended a workshop held for access issues at Radyr and other stations. The project plans for Radyr included a pick up/drop off spot, more disabled bays, waiting room, catering facility and ticket

office and thus fewer car parking spaces. There is a separate Metro station improvement project to create a new car park on the Network Rail land next to the station. Network Rail do not need planning permission for their projects. Cllr McKerlich has asked for papers setting out the plans and funding details and has received information saying that the Metro Station improvement programme (not the Access for All project that involves the new footbridge) is funded by Welsh Government following passenger consultation. If approved, the plans will be shared more widely and submitted for planning consent, where needed. There is no commitment to deliver the scheme as yet. The project is still at the design stage. Traffic surveys will be conducted by Parker Brinkerhoff and any changes to the highways would need planning permission.

Mark Drakeford said that currently Radyr and other stations are not compliant with accessibility regulations. All is at an early stage and there will be plenty of opportunities to contribute to this in due course.

R&MCC members were keen to have involvement in the details, particularly of any highway changes, security lights, landscaping, traffic control. Even if planning permission is not needed, R&MCC wants to be consulted. Cllr R McKerlich said that any consultation was yet to be clarified. Mr Drakeford will be working on this too.

Cllr Vaughan noted the high volume of traffic on Heol Isaf now and the very real concerns about increasing traffic congestion that must be addressed in a project which was likely to attract more vehicles to R&M. Cllr Suthers supported this point.

Kevin Wright, of the Sidings Residents' Association (SRA), wanted to find out about these proposals for Radyr Station and to know if the public is going to be consulted, particularly in relation to highways. Design proposals have been developed over 18 months and some consultation has taken place but there is uncertainty about the involvement of other groups. The SRA definitely wants to be consulted. The impression is that residents are in favour of the scheme but there is concern about traffic volumes. Between 8.15am and 9am many school children use routes close to the station and some road crossings are already very difficult. It would be important to consider existing problems and find solutions for them in any new project.

R&MCC was encouraged by the SRA and Mr Hawkins to be proactive in asking Cardiff to assess existing traffic problems through a traffic survey and to look at the capacity of the local system to cope safely with increased traffic. Cllr R McKerlich has himself told Cardiff Highways and Planning that a traffic survey is needed to see if more traffic can be coped with.

Any further information about the future plans will be communicated to residents by R&MCC.

It was **RESOLVED** that the Clerk write to Cardiff Council to ask them to assess the existing traffic and street parking in the area around Radyr Station and conduct a survey into vehicle and pedestrian use of that local system. The survey should be conducted between 8-9am on a weekday morning in term time.

**14.928 To receive the Clerk's Report:**

- The Clerk and Asst Clerk continue to work from home. This now looks likely to continue until the extension roof and access to the new first floor room is completed. The Clerk has attended weekly meetings with the contractors and the project team.
- The Clerk represented the NW Cardiff Group at the additional LDP Hearing Sessions at the end of September.

**14.929 To receive the County Councillor's Report:** The report for October had been circulated in advance and is filed with these Minutes.

**14.930 To receive Councillors' Reports:**

- 14.930.1** Cllr Vaughan had attended a meeting about defibrillators and there now seems to have been significant misinformation about this. A letter will be sent to the Clerk. He had also attended a Christmas event meeting.
- 14.930.2** Cllr Evans had attended Radyr Woods and WW1 meetings.
- 14.930.3** Cllr Dubberley noted that the games markings on the Morganstown MUGA are very faded and would like a netball court added. As this is owned by Cardiff, Cllr R McKerlich will follow up on this.
- 14.930.4** Cllr S McKerlich has attended a Radyr Woods meeting. A very thoughtful and thorough analysis on the state of the woods that will be presented to the Environment Committee and a project will be presented to Finance Committee.
- 14.930.5** Cllr St Leger had attended meetings on the OCR project, OCR Management Committee and Christmas event.
- 14.930.6** Cllr Diment had attended meetings on the OCR project, OCR Management Committee and Christmas event and WW1 project.
- 14.930.7** Cllr Lloyd Jones had surveyed hedges along Heol Isaf for the recent planning application response.
- 14.930.8** Cllr Morgan had attended the One Voice Wales AGM.
- 14.930.9** Cllr Suthers had attended a NWCG meeting, the Radyr Station workshop, OCR Management Committee and the transport session of the recent LDP Hearings.

**14.931 To receive Minutes of the Finance Committee meeting held October 1 2015:** Cllr Morgan proposed that the Minutes of the meeting held on October 1 be accepted and adopted. Seconded by Cllr R McKerlich. All agreed

**14.931.1** It was **RESOLVED** that expenses incurred by the Clerk and Asst Clerk through home-working are claimed in the usual way.

**14.932 To receive Minutes of the Environment Committee meeting held October 1 2015:** Cllr S McKerlich proposed that the Minutes of the meeting held on October 1 be accepted and adopted. Seconded by Cllr Evans. All agreed

**14.932.1** Cllr St Leger reminded the meeting that the Christmas lighting event will be on Friday Dec 4.

**14.933 To reconsider the decision on the community questionnaire made on September 17 in accordance with Standing Order 11:** Four councillors having asked the Clerk to revisit this item, it was added to the agenda and a paper circulated setting out the costs of a second community questionnaire and its justification as a valid method of community consultation and engagement by R&MCC.

**14.933.1** Cllr Hallinan had felt strongly that at the last meeting R&MCC had not been fully informed of the facts on the questionnaire. She then asked the Clerk to remind the meeting of the history of this project.

At the January 21 2016 meeting of R&MCC it was decided to amend these minutes by deleting the following:

~~**14.933.2** The Clerk reported that the original decision to start a second Village Plan was taken in October 2012 with the work on the questionnaire to be done during 2013-14 and £2,500 was budgeted for it. In November 2012 Welsh Government recommended R&MCC's Village Plan as an example of good practice. A review of the first Village Plan was prepared by David Silver, Nick Hawkins and the Clerk in December 2013, including an update of the projects. This update has been on the website ever since. In January 2014 R&MCC budgeted £3,500 for the new Village Plan document and asked the Clerk to prepare a report on the cost of the project, time needed and possible document formats. This was done and discussed at several meetings. Since then, starting the project has been deferred a number of times.~~

~~**14.933.3** The Clerk noted that there now seems to be general agreement that a full Village Plan document may not be needed but there is an ear marked reserve for a repeat of the community questionnaire that produced so much useful data on R&M. This project can be repeated with minimal work from R&MCC staff, volunteer support from the RMA and councillors and with all the analysis and report writing done by Cardiff Research Centre.~~

~~Costs have risen a little because of the many delays and the issue now is whether to add an extra £496 to the existing reserve of £2,500.~~

~~14.933.4 During the discussion some councillors raised concerns about the workload of R&MCC staff and councillors with others speaking in favour of gathering data now so as to be prepared when making decisions on any major projects such as S106 agreements. Mr Hawkins, for the RMA, confirmed that the project would need little R&MCC staff input since he would work on the updated questionnaire and deliveries of questionnaires would be done by the RMA, as before. He encouraged R&MCC to build on existing community data from the first Village Plan Questionnaire to have evidence ready before a decision is needed on any major projects.~~

14.933.5 It was **RESOLVED** not to proceed with the questionnaire until the OCR renovation project is completed based on the following votes: 8 against proceeding now; 1 abstention, 3 in favour.

14.934 **To receive and update on the OCR project's progress and finances:** Cllrs Diment and St Leger updated the meeting on the project's progress.

14.934.1 The project is still running to programme. The kitchen units have been installed and inspected by Cllrs Diment and St Leger. There are some minor issues to resolve. The extension roof timbers are in and the connexion with the existing roof is being made.

14.934.2 The second Certificate payment to the contractors of £45,086.71 has been made, authorised by the Chairman and Vice Chairman.

14.934.3 The second ALFW claim was made and payment of £13,098 was made into R&MCC's bank account on October 14. £70 has been added to the grant by ALFW to cover the cost of the two vinyl banners on the OCR railings.

14.934.4 The project team (Mike Diment, Chris St Leger, David Silver and Nick Hawkins) have been monitoring expenditure proactively and carefully. They have asked the managing architect to clarify some of the tender figures now that the project is underway and noted savings that have arisen as the project progresses, eg not to include an electric screen in the Garth Room; not to need high level fan convectors for the new entrance.

14.934.5 The Clerk reported that to date almost a third of the project costs had been paid, including those in October's payments. The extras total £5,630 of which £3,662 is the cost of the WCs and covered ramp to keep the Garth Room open. Less that, the extras amount to £1,968 of which £1,458 was for the asbestos removal from the old police room. The possible savings amount to £7,397.

14.934.6 It was **RESOLVED** that the Chairman or Vice Chairman approve any extras to the OCR construction costs.

14.935 **To decide on a second loan advance from the Public Works Loan Board:** It was **RESOLVED** to request a second tranche of £60,000 from the Public Works Loan Board as soon as possible.

14.936 **To receive an update on VAT registration:** The Clerk reported that all forms had been submitted and we are now waiting to hear from HMRC with a VAT registration number and certificate. Once we have that, the online VAT account can be set up and the first VAT return and claim can be made.

14.937 **To decide on financial arrangements with the OCR Management Committee:** The Chairman reported that David Cargill had made suggestions for how this might work to the Finance Committee.

14.937.1 It was **RESOLVED** to take advice from BPU and make sure that the new system is simple and legal. A proposal will be put to the OCR Management Committee and R&MCC in due course. The meeting noted that it would prefer two separate bank accounts with one in the name of R&MCC:OCR with community councillor signatories only. The OCR Management Committee Treasurer should be able to access bank statements but not be a signatory to cheques or authorize online payments.

14.937.2 It was **RESOLVED** to revise the OCR Management Agreement to take into account the new working and financial arrangements. The changes needed can probably be dealt with without legal advice but this will be considered when a draft is prepared.

- 14.938 To receive an update on the Charter with Cardiff:** This has, again, not been received from Cardiff Council. Cllr Morgan reported that the One Voice Wales AGM had discussed the widespread problems with charters, for which there were no easy solutions.
- 14.939 To receive an update on the LDP:** Cllr Suthers reported that NWCG had met. A response to the recent planning application had been submitted re Land N/S Llantrisant Road. The future of the BBC site in Llandaff is not yet decided but it may be sold to Taylor Wimpey.
- 14.939.1** The Clerk had represented NWCG and Cllr R McKerlich represented R&MCC at the recent extra LDP Hearings. The Inspector thanked everyone for their helpful contributions.
- 14.939.2** There will be an unexpected 6-week consultation running from October 15 through November 26. It will include the issue of the Green Belt. Representations must relate only to Matters Arising Changes contained in the October 2015 Schedule.
- 14.939.3** Cllr Suthers complimented the Clerk on her hard work over the LDP and which has been of a very high standard and had been commented on favourably by planners at the Hearings. The Clerk was most appreciative of this acknowledgement.
- 14.940 To receive an update on the WW1 project:** Cllr Diment reported that the committee met on September 30th.
- 14.940.1** A training session with the National Museum Wales on conserving heritage artefacts will take place in the OCR on November 12. Invitations will go out shortly.
- 14.940.2** The Clerk has re-established contact with the National Library in Aberystwyth to arrange training in and to borrow the scanning equipment to digitise R&MCC's commemorative WW1 book. There will also be a chance to visit WW1 archive/resources.
- 14.941 To receive an update on the insurance claim re Windsor Gardens:** The Clerk reported that the matter was scheduled for trial at Cardiff County Court on December 3. The Councillors and the Clerk may attend.
- 14.942 To discuss the celebration of the Twinning 30<sup>th</sup> Anniversary:** Cllr Diment reported that the Twinning Committee would like to rename a local place to celebrate the 30<sup>th</sup> anniversary of the Twinning with St Philbert. Following a discussion, Cllr Diment will take back to the Twinning Committee the suggestion of naming the new room in the OCR or that R&MCC would support Twinning in a request to Cardiff Council to rename Windsor Gardens.
- 14.943 To consider holding R&MCC committee and main meetings on the same day:** Following a discussion it was **RESOLVED** not to do this.
- 14.944 To decide on any Planning Matters:**
- 14.944.1** 14/02157/MJR Land N&S Llantrisant Road: The Clerk had submitted a response from R&MCC, another from NWCG and provided a template response to residents. R&MCC was notified earlier this day that further documents had been submitted by the developers with a response deadline of November 5.
- 14.945 To discuss arrangements for Remembrance Sunday November 8 2015:** The Chairman reminded members that they are expected to attend this public event as community representatives. Details will be circulated in due course but the Clerk outlined the time frame.
- 14.946 To submit suggestions for the budget for 2016-17 to the Clerk:** The Clerk asked that ideas for next year's budget be sent to her by October 29 for inclusion in the first draft.
- 14.947 To be advised of any correspondence:**
- 14.947.1** Wales Audit Office: External Audit Arrangements for 2015-16, 2016-17, 2017-18: The Auditor General for Wales will become our statutory auditor. BDO LLP will be appointed external auditor on behalf of the Auditor General. The OCR project will bring R&MCC within the financial range needing an intermediate rather than a basic audit. The fee is likely to be £650.
- 14.947.2** Independent Remuneration Panel for Wales Draft Annual Report - February 2016

**14.947.3** Consultation Document on the Realignment of Local Justice areas in Gwent and South Wales

**14.947.4** Bridget Dinnick, Radyr Comprehensive School thanked R&MCC for the grant for European Day of Languages.

**14.948** **To sign cheques and approve payments for October 2015:** The following payments were approved:

<b>Voucher No.</b>	<b>Cheque No</b>	<b>Payee</b>	<b>£</b>
2039-2042	EB	Staff	2,074.81
2043	EB	W&T Building Group : Certificate 2	45,086.71
2044	EB	CCC: Pension	668.80
2045	EB	CCC: Waste	23.66
2046	EB	Lloyds Commercial Finance	232.42
2047	EB	Mike Diment	119.00
2048	EB	Dark Green Media Ltd	46.00
2049	EB	DB Site Solutions	1,290.00
2050	300153	Inland Revenue: PO Ltd	539.20
2051	300154	Butler & Young	1,026.00
2052	300155	Orien	69.60
2053	300156	David Suthers	37.30
2054	300157	Mike Cowburn	720.00
2055	300158	Treescene	5,580.00
2056	300159	Clive Morgan	73.80
		<b>Total</b>	<b>£57,587.30</b>

**14.949** **The date of the next meeting:** November 19 2015 in the Old Church Rooms at 7:30pm.