



Radyr & Morganstown Community Council Cynor Cymuned Radur a Threforgan

The Old Church Rooms
Park Road
Radyr
Cardiff CF15 8DF

Tel: 02920 842213
Email: clerk@radyr.wales

1 October 2021

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

Dear Members of Radyr & Morganstown Community Council

I hereby give you notice that an Extraordinary Meeting of the Community Council has been called by the Chair of Council to be held on **THURSDAY 7 OCTOBER 2021** at **6.30pm**. 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

Lynne Thomas
Clerk to the Council

AGENDA

- 1. Apologies for absence**
- 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. Meeting adjourned: Members of the public invited to speak**
- 4. Minutes of the Extraordinary Meeting of Council held on 27 September 2021**

To receive and, if approved, confirm the Minutes of the Council Meeting on 27 September 2021.

5. Assessment of Grading and Workload of Clerk and Responsible Financial Officer

To receive and consider the assessment and recommendations on the grading and workload of the Clerk and Responsible Financial Officer undertaken by One Voice Wales

6. Recruitment of Clerk and Responsible Financial Officer

To receive and approve the job description, person specification and advertisement for the recruitment of Clerk and Responsible Financial Officer.

7. Interim arrangements for Clerk and Responsible Financial Officer

To receive an update from the Chair of Employment Sub-Committee on interim arrangements to cover the role of Clerk and Responsible Financial Officer.

8. Any other business/correspondence

Strictly with prior consultation with Chair.