



## **Radyr & Morgans Town Community Council Cyngor Cymuned Radur a Threforgan**

Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held on Thursday 21<sup>st</sup> February 2019 at the Old Church Rooms at 7.00pm.

Present: Cllrs Ralph Vaughan (Chair), Julia Charles, Tyrone Davies, Helen Lloyd Jones, Huw Onllwyn Jones, Rod McKerlich, David Suthers, Kevin Ullah, Myles Vatsaloo.

Clerk: Lynne Thomas

**171 Apologies:** Cllrs Clive Morgan, Angharad Thomas-Richards, Kieran Webster.

**172 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 Clerk.

There were no declarations of interest.

**173 Meeting adjourned: Members of the public invited to speak:**

There were no members of the public present

**174 Chairman's Announcements/Reports**

Members received and noted a report from the Chairman on meetings attended in January and February 2019.

**175 Minutes of the Ordinary Full Council Meeting**

The Minutes of the Ordinary Full Council Meeting held on **17/01/2019** were received, approved and signed by the Chairman.

**176 Matters Arising**

(i) Members received and noted a letter of thanks from Radyr Cricket Club following the Council's decision to award a grant towards to the costs of extending their pavilion.

(ii) The Chairman reported on the actions taken by Mark Drakeford AM in response to each of the questions raised by Members at the Council Meeting on 17<sup>th</sup> January.

(iii) Members agreed that the Chairman should write to Mr Drakeford to clarify the issue raised regarding the need for a link from the Llantrisant Road to J33 of the M4. Cllr HO Jones agreed to assist the Chairman.

**177 Finance**

(i) Members received and approved the balance of accounts & reconciliation as at 31<sup>st</sup> January 2019. Cllr R McKerlich (Chair of the Finance Committee) confirmed that he had checked and agreed the accounts and reconciliation.

Cllr R McKerlich reported that expenditure under the Environment – General category could possibly breach the budgeted amount before the end of the financial year. It is expected that additional expenditure will be needed in relation to further works in Pentwyn Park.

**RESOLVED:** Council resolved to vire amounts from underspent categories in the Environment budget to General spending on the Environment in order to meet the costs of further works in Pentwyn Park.

(ii) Members approved the payments schedule for January 2019, signed by the Chairman and the Chair of the Finance Committee.

(iii) Members received and noted the following bank statements, signed by the Chairman and the Chair of the Finance Committee.

- Unity Trust Acc. \*\*\*\*\*326 Statement No. 61
- Unity Trust Acc. \*\*\*\*\*339 Statement No. 52-53
- Nat West Statement for January 2019

(iv) Members noted that the precept request for 2019/20 had been submitted to and acknowledged by Cardiff Council.

#### **178 Internal Audit 2018/19 - BPU**

**RESOLVED:** Council resolved to appoint BPU as Internal Auditors for 2018/19

#### **179 One Voice Wales Membership Renewal 2019/20**

Members received, noted and discussed correspondence from One Voice Wales regarding the renewal of membership for 2019/20. Cllr T Davies requested that the Clerk circulate log-in details for Members to use resources provided by One Voice Wales.

**RESOLVED:** Council resolved to renew membership of One Voice Wales for 2019/20 at a cost of £879.

#### **180 R&MCC Phone and Broadband charges**

Members noted that phone and broadband charges to date in 2018/19 have exceeded the budget set. The Clerk reported that the charges had been reviewed and the paid listing in the BT Phone Book identified as an area where costs could be reduced. Members agreed that a BT Phone Book listing should be maintained and that the Clerk should pursue a new contract for the listing to reduce the monthly charge.

#### **181 Financial Assistance Applications**

(i) Members received and considered a grant application from Bryn Deri Primary School PTA, covering contributions to: (1) an inter-generational allotment; (ii) cover teachers for participation in community activities; and (iii) a new Welsh flag.

**RESOLVED:** Council resolved to award a grant of £1,000, with £60 towards the cost of a new Welsh flag and the balance towards an inter-generational allotment. Council resolved not to contribute towards the costs of cover teachers for community activities, as this was considered to be part of normal school activity.

(ii) Cllr D Suthers raised a question of procedure as grant applications usually go through Finance Committee. Cllr R McKerlich responded that Finance Committee does not meet every month and is only able to make recommendations on grant applications to Council.

(iii) Members considered a request for support from the Wales Air Ambulance Charity.

**RESOLVED:** Council resolved to follow precedent and to not provide support on the basis that the request had come from a national charity and not a local group in Radyr and Morganstown.

(iv) Members considered a request for support for the Urdd National Eisteddfod 2019.

**RESOLVED:** Council resolved to follow precedent and to not to provide support on the basis that the request had come from a national organisation and not a local group in Radyr and Morganstown.

## **182 Environment Committee – Cllr Helen Lloyd Jones**

(i) Minutes of the Environment Committee Meeting held on **07/02/2019** were received, approved and signed by the Chairman.

(ii) Councillor Helen Lloyd Jones provided a report on Environment works:

- The storage container for Radyr Woods has been reserved with a deposit and groundworks will need to be completed within four weeks.
- The new drainage in Pentwyn Park is working well. A new retaining wall is needed at the boundary of the Park with the car park which is owned by the neighbour. Members considered the work involved and noted the legal issues in relation to maintaining the boundary and building a retaining wall, notably the Party Walls Act.

**RESOLVED:** Council resolved to:

1. Have a professional specification drawn up for the retaining wall in Pentwyn Park.
2. To obtain legal advice on obligations under the Party Wall Act and to write to the owner of the car park in line with that legal advice to obtain agreement for the retaining wall based on the specification provided.
3. To offer to pay for the owner of the car park to obtain professional advice, in line with good practice, to support a legally binding agreement.

## **183 R&MCC Civic Event, May 2019**

Members noted and confirmed arrangements to hold the annual Civic Service and Reception on Sunday 5<sup>th</sup> May 2019. Members noted and approved the change of time of the civic service to 6pm.

The Chairman will speak to the new Priest about the Civic Service.

## **184 Radyr & Morganstown Festival, May 2019**

(i) Members agreed to have a stall at the Festival Fete on Saturday 4<sup>th</sup> May from 12:00 at a cost of £10. The Clerk will circulate a rota for Members to volunteer for the stall.

(ii) Members decided not to have a stall at the Lychgate Gardens event.

## **185 County Councillor's Report**

Members received and noted the report for February 2019 from the County Councillor, Rod McKerlich.

## **186 Correspondence on Planning Application 18/01820/MJR**

The Chairman reported that the Clerk had received an enquiry about the procedure followed by the Community Council in submitting an objection to Planning Application 18/01820/MJR in August 2018. Members confirmed that the R&MCC Planning Committee had delegated authority to act on behalf of Council and that this application had been considered through an exchange of emails in order to meet the deadline for

replies. Members noted a weakness in existing procedures in that the R&MCC objection to this application had not come to a Full Council Meeting for ratification.

Members agreed to review and strengthen the procedures for planning applications. Members agreed that the Clerk should draft a response to the enquiry to be confirmed by the Members of the Planning Committee.

#### **187 Community Councillors' Reports**

Members received and noted a written report from Councillor Huw Onllwyn Jones.

#### **188 Old Church Rooms**

(i) Councillor Huw Onllwyn Jones provided an update on the Old Church Rooms:

- The Hall Management Committee had made a recommendation to accept the quote for roofing repairs from Precision Roofing at a cost of £2,360 plus VAT.
- The Hall Management Committee has recommended carpet tiles for the Garth Room but further information received from the other companies needs to be considered to ensure the Council is opting for the best price and quality options.
- The dishwasher in the kitchen will be replaced by a lockable cupboard. Options for off-the-shelf cupboards will be explored.
- One of the regular hall users has requested that the piano be replaced. The problems with the current piano will be assessed and advice will be sought.
- Drawings and specifications for the retaining wall be ready for the next Hall Management Committee meeting on 20th March.

**RESOLVED:** Council noted and approved the recommendations.

(ii) Members received and approved the Cleaning Services Agreement for the Old Church Rooms, duly signed by the Chairman.

#### **189 Report from the Road Safety Working Group**

Members agreed to defer item to Council Meeting in March

#### **190 Code of Conduct Training**

Members agreed to defer item to Council Meeting in March

#### **191 R&MCC representative on Governing Body of Bryn Deri Primary School**

Members agreed to defer item to Council Meeting in March

#### **192 Educational visits for R&MCC Members**

Members agreed to defer item to Council Meeting in March

#### **193 Bethel Chapel**

The Chairman reported that the County Councillor has pursued concerns about the condition of the Chapel and Cemetery.

#### **194 Primary Health Provision in Radyr and Morganstown**

Members agreed to invite Mrs Hannah Bird, Practice Manager at Radyr Medical Centre, to speak at the next Council Meeting in March.

**195 Radyr and Morganstown Community Council Website**

Councillor HO Jones presented proposals for the new R&M Community Council website. Correspondence from the web team who manage the R&M community website was noted. Arrangements for the existing community website material and the longer-term ownership, management and liability for the community website were discussed.

Members agreed:

- To arrange a meeting with the R&M web team to resolve matters, to be chaired by the R&MCC Chairman.
- To continue work on the development of a new website for R&M Community Council. Members approved the expenditure of £96 for an annual subscription to the Weebly website hosting service.
- For the Clerk to investigate the position with regard to the provision of indemnity and insurance for third party liability for the R&M web team.
- To establish an Editorial Board to run the R&MCC website, including the Chair, Vice-Chair, Chair of Environment, one other Member, and the Clerk, with an Editorial Policy to be agreed by Council.
- To aim to have the new website up and running by the end of May 2019.

**196 Next Meeting dates:**

Thursday 7 March 2019  
7.00pm Finance Committee  
7:45pm Environment Committee

Thursday 21 March 2019  
Ordinary Full Council

**Meeting closed at 21:20pm**

**Signed .....**

**Date .....**