



Radyr & Morganstown Community Council Cynghor Cymuned Radur a Threforgan

Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held on Thursday 21st March 2019 at the Old Church Rooms at 7.00pm.

Present: Cllrs Ralph Vaughan (Chair), Tyrone Davies, Huw Onllwyn Jones, Rod McKerlich, Clive Morgan, David Suthers, Kevin Ullah.

Clerk: Lynne Thomas

In Attendance: Dr James Downe, Independent Member of Cardiff Council Standards and Ethics Committee

Cllr Ralph Vaughan welcomed everyone to the meeting

197 Apologies: Cllrs Julia Charles, Helen Lloyd Jones, Angharad Thomas-Richards, Kieran Webster.

198 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.

The Clerk declared a prejudicial interest in Minute No.219 and left the room for that item.

199 Meeting adjourned: Members of the public invited to speak:

Dr James Downe introduced the work of the Cardiff Council Standards and Ethics Committee. He responded to questions from Members on the representation of Community Councils on the Committee and on the future role and challenges facing Community Councils.

200 Minutes of the Ordinary Full Council Meeting

The Minutes of the Ordinary Full Council Meeting held on 21/02/2019 were received, approved and signed by the Chairman.

201 Matters Arising

A proposal has been received from Cllr A Thomas-Richards to extend the R&MCC Stall at the Festival Fete to include a Treasure Hunt for children (Minute No. 184). Proposal was discussed at the meeting under the item on Financial Assistance Applications.

202 R&MCC Standing Orders 2019

Members received draft R&MCC Standing Orders, based on the Model Standing Orders (Wales) 2018 as adopted at the Council Meeting on 18/10/2018.

RESOLVED: Council resolved to adopt the R&MCC Standing Orders 2019

203 Finance

(i) Members received and approved the balance of accounts and reconciliation as at 28th February 2019. Cllr R McKerlich (Chair of the Finance Committee) confirmed that the accounts had been approved at the Finance Committee meeting on 07/03/2019.

(ii) Members approved the payments schedule for February 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. 62
- Unity Trust Acc. *****339 Statement No. 53
- Nat West Statement for February 2019

(iv) Cllr R McKerlich reported that the Christmas Pantomime had raised £101.64 for charity. Members agreed that the monies raised be donated to Action for Children, the Festival Charity for 2019.

204 Finance Committee – Cllr Rod McKerlich

(i) The Minutes of the Finance Committee Meeting held on 07/03/2019 were received, approved and signed by the Chairman.

(ii) Recommendations from the Finance Committee:

1. Grant application – Radyr and Morganstown Association

The RMA have requested funding towards the costs of the Radyr and Morganstown Festival, including St John's Ambulance cover for the Fun Run, sponsorship of the Concert in the Parc, and costumes for the Festival Parade. Finance Committee agreed to recommend to Council a grant of £1,250.

RESOLVED: Council agreed to provide a grant of £1,250 subject to the condition that funding from Radyr and Morganstown Community Council is publicly acknowledged.

(2) Grant application – Morganstown Village Hall

Morganstown Village Hall have requested funding towards the costs of an entertainer and food for the Children's Festival Tea Party. Finance Committee agreed to recommend to Council a grant of £200.

RESOLVED: Council agreed to provide a grant of £200

(3) Web Team Expenditure

(a) Urgent work by Dark Green Media was undertaken in January in response to an attempted breach of the security of the R&M website. Finance Committee agreed to recommend that Council ratify the additional expenditure on the security of the website.

RESOLVED: Council agreed to ratify additional expenditure up to £150, subject to receiving an invoice.

(b) A member of the R&M Web Team has requested reimbursement of £133.04 of costs associated with the R&M website between July 2017 and October 2018. Finance Committee agreed to recommend that Council ratify and reimburse this expenditure.

RESOLVED: Council agreed to ratify and reimburse expenditure of £133.04.

(4) Binding of R&MCC Minutes

Finance Committee agreed to recommend to Council that the Minutes for 2015-2018 be professionally bound at a cost of approximately £84.

RESOLVED: Council approved the binding of Minutes for 2015-2018.

(5) RFO's Review of Spending Authorisations

The Responsible Financial Officer has reviewed the spending authorisations in the financial regulations and set out recommendations. Finance Committee agreed to support the RFO's recommendations to Council.

RESOLVED: Council agreed to adopt the RFO's recommendations for spending authorisations.

(6) R&MCC Financial Regulations

The Responsible Financial Officer has drafted RMCC Financial Regulations based on the One Voice Wales Model Financial Regulations. Finance Committee agreed to recommend the draft RMCC Financial Regulations to Council.

RESOLVED: Council agreed to adopt the R&MCC Financial Regulations.

(iii) Members discussed the publication of information on the Precept and Budget. Council agreed that the publication of financial information on the new R&MCC website should be discussed by the website Editorial Board.

205 Financial Assistance Applications (late applications)

(i) **Radyr Primary PTA** have requested financial assistance to cover the cost of prizes for the PTA Fun Run on 6th May.

RESOLVED: Council agreed to provide the same level of grant as in previous years, subject to a limit of £150. The Clerk will check the level of grant in previous years.

(ii) The **Penrhys Pilgrimage Project** have requested financial assistance of £120 towards the costs of two workshops for primary schools in Radyr and Morganstown, to form part of the larger grant approved by Council on 15/11/2018.

RESOLVED: Council agreed to fund the two workshops at a cost of £120 as part of the grant for the Penrhys Pilgrimage Project.

(iii) Cllr A Thomas-Richards submitted a proposal to hold a Treasure Hunt as part of the R&MCC Stall at the Festival Fete on 4th May, to include small promotional items as prizes. The promotional items would be bought in bulk for use during the Festival and at other R&MCC events.

RESOLVED: Council approved the Treasure Hunt for the 2019 R&MCC Stall at the Festival Fete and agreed a budget of up to £500 to be spent on promotional items for the Stall and for future R&MCC events. The spending will be authorised by the Clerk and Cllr R McKerlich (Chair of Finance Committee).

(iv) Members noted that the Community Council is indirectly subsidising charities through the funding it provides for Festival Fete activities. Council agreed to consider the appropriate level of funding for this purpose before Festival 2020.

(v) Members agreed that funding provided by the Community Council for events such as the Festival should be acknowledged. Council agreed to purchase a banner to be used for this purpose at local events.

206 Review of R&MCC Asset Register

Members received and approved the updated Asset Register for March 2019.

207 Review of R&MCC Risk Assessment

Members agreed to establish a working group of 2-3 Members and the Clerk to review the Risk Assessment and submit recommendations to the Council on 18/04/2019.

208 Environment Committee

(i) Minutes of the Environment Committee Meeting held on 07/03/2019 were received, approved and signed by the Chairman.

(ii) Members received and noted the Environment Report for March.

(iii) The Chairman reported that the new soakaway in Pentwyn Park appears to be working. Members recorded their thanks to Cllr H Lloyd Jones for her work on resolving this problem.

209 County Councillor's Report

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

Members agreed to request a meeting with the Chair of the Cardiff Council Planning Committee and the Director of Planning to discuss how planning applications affect the Radyr and Morganstown community and how the Community Council's input into the planning process feeds into decisions.

210 Community Councillors' Reports

Members received and noted a written report from Councillor HO Jones.

211 Old Church Rooms

Cllr HO Jones provided an update on the Old Church Rooms:

- A proposal to add two drawers to one of the kitchen units at a cost of £500 has been put on hold pending further discussion.
- A VO6030 Form from the Valuation Office Agency has been completed for the purposes of setting the rateable value of the Old Church Rooms
- Precision Roofing have been asked to carry out the roofing repairs during the Easter school break. Council approved the repairs at a cost of £2,360 plus VAT on 21/02/2019.
- Drawings and specifications for the retaining wall are ready to go out for quotes.
- The Hall Management Committee has recommended the contract for flooring in the Garth Room be awarded to CS Flooring. CS Flooring will be invited to visit the Garth Room again with samples of carpet tiles before a final decision is made on colour. The need for the carpet tiles to be securely laid will be raised.

212 Elderly Project – Contract for Lunch Club Coordinator

Members received and approved the Contract for the Lunch Club coordinator.

213 Road Safety

(i) Members agreed that the Council should check in the next month that progress is being made on the planned improvements by Cardiff Council.

(ii) Members noted that the Road Safety Working Group are preparing a proposal for a project on "Village-ification".

214 Code of Conduct Training

Members agreed to hold a Code of Conduct Training Session in June or September 2019 and to open this to Members from other Community Councils in Cardiff

215 R&MCC representative on Governing Body of Bryn Deri Primary School

The current R&MCC Governor has resigned and a replacement is required. A calendar of Governors meetings will be requested from the Chair of Governors.

216 Educational visits for R&MCC Members

The Clerk will write to all Members to ask if they wish to take part in visits to (i) the Senedd; (ii) Viridor waste plant; and (iii) Cardiff Council recycling facility

217 Contributing the work of the Council

A paper by Cllr HO Jones was received and noted.

218 RESOLVED: Exclusion of Press and Public for Minute No.219

219 Staffing Matters

Council considered and agreed the attached Confidential Minute.

220 Radyr and Morganstown Community Council website

Members considered developments with the new R&MCC website and the future of the existing R&M Community website. A letter has been received from the Chair of the former R&M Web Team setting out their reasons for resignation. A complaint has been received from an R&M resident about a link from the R&M website to certain information posted on the R&M Hub Facebook page. Members agreed the following:

- (i) The Chairman will reply on behalf of Council to the issues raised by the Chair of the former R&M Web Team.
- (ii) The links to the R&M Hub Facebook and Twitter feeds on the R&M Community website will be disabled as the Community Council does not control these social media.
- (iii) Options for the future for the R&M Community website will be explored, including archiving the site and/or offering the site to another community group.
- (iv) The Clerk will post Community Council material only on the new R&MCC website.
- (iv) Cllr T Davies will join the Editorial Board for the R&MCC website.

221 Any other business

- (i) Planning Applications will be included on the Agenda for future Council Meetings
- (ii) The Hearing Loop in the Castle Room is not functioning adequately. The Clerk will take action to resolve this problem.
- (iii) Members agreed to invite the new Vicar at Christ Church and the Minister at Radyr Methodist Church to a future meeting.

222 Next Meeting dates:
Thursday 18th April 2019
Ordinary Full Council

Meeting closed at 21:15pm

Signed

Date