



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Minutes of an ORDINARY COUNCIL MEETING held on 21st October 2021 at 7:00pm

This meeting was held remotely via Zoom

Present: Cllr Huw Onllwyn Jones (Chair), Cllr Vina Patel, Cllr Julia Charles, Cllr Allan Cook, Cllr Tyrone Davies, Cllr Clive Morgan, Cllr David Suthers, Cllr Ralph Vaughan, Cllr Michelle Lenton-Johnson

Interim Clerk: Nadine Dunseath

Assistant Clerk: Julie Hopkins

Chair welcomed everyone to the meeting and extended a warm welcome to Interim Clerk Nadine Dunseath who has stepped in to assist until a permanent Clerk is appointed.

135 Co-option of new Member – Cllr Michelle Lenton-Johnson

The Declaration of Acceptance of Office was signed during the meeting in the presence of the Councillors and Clerks.

136 Apologies for absence

Cllr Rod McKerlich

137 Declarations of Interest

Cllr Allan Cook declared an interest for his involvement with Christmas events.

138 Meeting adjourned: Members of the public invited to speak

No members of the public were present.

139 Chairman's Announcements/Report

- The Chair reported that the owner of the Bethel Chapel in Morganstown wants to sell and had met with a local estate agent. Members of the Community would like to be able to use the chapel for community use.

- The online survey for improvements at Station Road was complete and 184 responses had been received with 84% in favour of improving. Chair reported that a site meeting was to be arranged with Cardiff Council Neighbourhood and Highways teams.

- The online survey for improvements at Windsor Gardens was complete with 60% in favour of improvements, but not to major changes. Suggestions included more flowers, new benches and decorative lighting.

140 Minutes of the Extraordinary Meeting of Council held on 7 October 2021

The minutes were received and approved. Cllr Tyrone Davies proposed, Cllr Allan Cook seconded.

141 Matters arising from the Minutes of Council Meetings on 16 September, 27 September and 7 October

- The Chair reported that the Zoom subscription had been renewed and the Clerk was to be reimbursed.

- Regarding the remembrance service, the Chair confirmed that the reception would take place in the Church Hall and £100 has been agreed as a donation towards refreshments. He had discussed past receptions with the Vicar.

- Chair confirmed the Community Council response to the Cardiff Local Development Plan (LDP) could be found on the website.

- The advertisement for a Co-Ordinator for the Good Neighbours Scheme had gone out. Chair extended thanks to Cllr Vina Patel for her work with this. The grant towards the scheme would be paid once the charity's bank account was opened.

- The grant to the Scouts Group had been offered.

- Comments have been received regarding the Community Plan. Amendments would be made with a revised document returned to the Council.

- Regarding work on the railway, a statutory notice would be issued to divert the Public Rights of Way and the Community Council was in touch with concerned residents. Protective barriers had been installed to protect rare newts. Work had begun on the track from Pughs Garden Centre. Work had been taking place on the line during the night. Radyr Rangers would be provided with a temporary replacement for their changing facilities.

142 Community Councillor Vacancy for Morganstown Ward – Co-option procedure

The closing date for the vacancy was 21st October and no applications had been received. Chair asked for the notice to be removed and requested the Clerks contact Cardiff Council Electoral Services Office to ask advice on filling the vacancy.

143 RMCC Staff: Proposal to appoint a Groundsperson

This item was discussed as Environmental matters.

Cllr Ralph Vaughan proposed to appoint a Groundsperson to look after land belonging to the Community Council and had previously circulated details to the Council Members regarding this proposal.

Cllr Tyrone Davies seconded the proposal confirming that money was in place to support the appointment.

Chair advised that any appointment would be done sensitively to work alongside and in support of the Friends of Radyr Woods.

Council approved the proposal and agreed to appoint a Groundsperson.

144 Finance

(i) To receive and approve the RMCC accounts & bank reconciliation at 30 September 2021. The accounts and bank reconciliation were received and approved. Chair proposed, Cllr Julia Charles seconded.

(ii) To note the following bank statements received:

- Unity Trust Acc, *****326 Statement No.102
- Unity Trust Acc. *****339 Statement No. 85
- Unity Trust Acc. *****011 Statement No. 22

Cllr Clive Morgan confirmed he had received and approved these statements. Council noted.

(iii) To receive the quarterly report on expenditure against the S137 expenditure limit.

The quarterly report was received. Chair commented the expenditure was small compared to the limit and the Council now have opportunities to spend reserves.

145 Environment

(i) To receive and, if approved, to confirm the Minutes of the Environment Committee meeting held on 7 October 2021.

The minutes were received and approved. Chair proposed, Cllr Vina Patel seconded.

(ii) To receive an update on environment work from the Chair of the Environment Committee.

Cllr Ralph Vaughan provided a report on the following:

- Cardiff Council have been contacted to request help in financing tree maintenance for ash dieback.
- Ivy needs cutting back at Windsor Gardens. Community Council Handyperson to assess.
- Residents have proposed establishing a Friends of Dan-Y-Bryn woods. Council gave permission to Cllr Vaughan to discuss this with the residents.
- Pentwyn Park wall needs repair and painting. A site visit is planned to assess costs.
- Pavements in Radyr North Ward require maintenance. This has been passed to Cardiff Council to address as it is their responsibility.
- Work is to start on the memorial bridge in Radyr Woods.
- Cllr Vaughan commented on the cost to maintain grounds that had been purchased from Cardiff Council and this was noted by the Chair.
- Regarding the £1000 donation for a replacement tree at Bute Park, information had been received that a crowd funding page had been set up where donations could be made. The Council agreed they would prefer to purchase a specific tree with a plaque for the park and agreed for the Chair to write again.

146 Planning

To receive and consider Planning Application 21/02270/MNR: Variation of conditions 1, 3 and 4 of 19/00019/MNR to enable time period for use to become permanent, allow for use as a coffee shop and licensed bar use with service of food and extension of opening hours. Location: 1A Station Road, Radyr.

The Community Council online survey tool had been used and shared on social media, where 204 responses had been received with the majority in support of the proposals.

The Council were generally in support of the proposal but agreed that opening hours should be in line with other establishments in the vicinity, and that close neighbours should not be unduly affected by noise. The Chair would draft a letter to Cardiff Council, supporting the application.

147 Old Church Rooms

(i) To receive a report from the Chair of the OCR Management Board.
Cllr Allan Cook provided an update.

The hall was again being well used with lots of bookings. A regular group had reported covid cases and all other hall users had been notified. Cleaning regimes by groups and the Community Council continue to be implemented.

Cllr Allan Cook apologised for the slow progress made regarding the hall roof. It was agreed to seek quotations for the use of a cherry picker to assess if sealant could be a temporary solution. If so, 3 tenders were to be sought and if not, the previous quotations would need to be resubmitted as they may have expired.

The Hallmaster booking system is to be reopened once pending bookings had been confirmed.

The Council expressed thanks to the Handyperson for the work completed on the Old Church Rooms over the summer.

It was agreed that the car park was not suitable to provide Car Club hire cars for collection.

Several long-term projects were now being considered.

(ii) To consider the following motion proposed by Cllr D Suthers: *OCR – That the existing store facility be retained on the ground floor.*

Cllr David Suthers confirmed he had withdrawn this motion.

Chair proposed an architect was appointed to look at the storeroom and its potential uses, to offer a solution for storage and to install a glass corridor lift to improve accessibility around the building. He also proposed that access could be an option to enable children onto the grass area as a play area.

Cllr Tyrone Davies suggested reserve money could be used along with S106 funding.

The Council agreed that an architect should be appointed. The OCR Board would take this matter forward.

148 Independent Remuneration Panel for Wales – Draft Annual Report 2021-22

To receive and consider correspondence and the draft Annual Report of the Independent Remuneration Panel for Wales, including changes to the remuneration framework for community and town councils.

Chair provided key points from the report and asked for the finance committee to look further into the detail and provide recommendations.

Cllr Clive Morgan asked for this to put as an agenda item for the next finance committee meeting and for it to be discussed at the next full council meeting in November.

149 Home Energy Efficiency

To receive and consider correspondence from St Fagans Community Council requesting support for a letter to Welsh Government raising concerns regarding the energy efficiency of new homes being built in North-West Cardiff.

Chair proposed RMCC write their own letter to Welsh Government and Cardiff Council asking what they will do to make new homes more energy efficient and how they will help homeowners make existing homes more energy efficient.

All agreed for the Chair to draft a letter.

150 County Councillor's Report

No report was received

151 Community Councillor Reports

No reports were provided

152 Any other business/correspondence

Strictly with prior consultation with the Chair.

(i) Cllr Julia Charles provided an update on Christmas Events on behalf of the Christmas Working Group.

She thanked Assistant Clerk Julie Hopkins for her help and hard work in arranging contractors for the lights, which is arranged for switch on 15th November when the contractors are available. There is no contractor available to arrange to switch off and back on during the 3rd December village fayre.

It was noted that Cllr Julia Charles had received information that a third party intended to switch off the lights themselves on 3rd December and switch them back on during the fayre, which Cllr Charles advised could be dangerous, but would also invalidate the RMCC insurance and public liability. Cllr Charles requested it was noted she was very concerned by this.

It was agreed for the Chair to arrange a meeting with representatives from the third party to agree a way forward.

(ii) Correspondence had been received requesting a different colour light was placed on the lamppost outside a resident's home. The Christmas Working Group felt that this would affect the pattern of the lighting and had proposed a compromise to switch the lights off earlier.

Cllr Ralph Vaughan, Cllr David Suthers, and Cllr Tyrone Davies voted for the lights to be switched off at 10pm, but the majority voted in favour of switching off at 11pm.

It was agreed to install the lights as planned, and to switch off the lights at 11pm.

(iii) To approve the October Payments Schedule

Cllr Clive Morgan confirmed he had approved the October payments schedule.

The Council agreed to make the payments.

153 Exclusion of Press and Public

To consider the exclusion of press and public for item 154 by reason of the confidential nature of the business.

No members of the press or public were present.

154 Staffing Matters

(i) To receive a report from the Chair of the Employment Sub-Committee on the handover and the recruitment of Clerk and Responsible Financial Officer. Council to appoint an interview panel.

Cllr Tyrone Davies thanked the previous Clerk, Lynne Thomas, for her work during the handover period. He confirmed she had helped to appoint an Interim Clerk Nadine Dunseath who had

stepped in to assist over the next few months. An advertisement for the role had been circulated via One Voice Wales and advertised by the Society of Local Council Clerks, on the RMCC website, facebook and twitter. The deadline for applications is 5th November, shortlisting to take place w/c 8th November and interviews w/c 15th November.

The Council agreed that the preference was for face-to-face interviews with assurances that the room would be well ventilated and social distancing in place, but they would be flexible to consider individual concerns regarding covid risks.

The interview panel was agreed.

(ii) Other Staffing Matter

Confidential minute

155 Date of Next Meeting

Thursday 4 November 2021 at 7:00pm: Finance Committee

Thursday 18 November 2021 at 7:00pm: Full Council

It was noted there was no Publicity meeting on 22nd October.

There being no further business the meeting closed at 8.55pm and the Chair thanked everyone for attending.