



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

Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held on Thursday 18 April 2019 at the Old Church Rooms at 7.00pm.

Present: Cllrs Ralph Vaughan (Chair), Julia Charles, Huw Onllwyn Jones, Rod McKerlich, Angharad Thomas-Richards, Myles Vatsaloo

Clerk: Lynne Thomas

Cllr Ralph Vaughan welcomed everyone to the meeting

1 Apologies: Cllrs Tyrone Davies, Helen Lloyd Jones, Clive Morgan, David Suthers, Kevin Ullah, Kieran Webster.

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 Clerk.

Cllr A Thomas-Richards declared an interest in Minute Nos. 12, 17 and 18 due to professional relationships with the Local Democracy and Boundary Commission of Wales, the Review of Polling Districts, Polling Places and Polling Stations, and the Independent Remuneration Panel of Wales. Cllr Thomas-Richards requested that she be excluded from correspondence with these bodies and abstained from decisions taken by Council.

Cllr M Vatsaloo declared that a close friend is working at Cardiff Council and is involved in the issue of managing construction traffic associated with the housing developments. Cllr Vatsaloo advised Members that he has declined to comment on this issue.

3 Meeting adjourned: Members of the public invited to speak

No members of the public were present at the meeting

4 Chairman's Announcements/Reports

The Chairman provided a report on meetings he attended in the past month.

Members were updated on discussions regarding anti-social behaviour, including in the land between Radyr Woods and the Sidings development.

A walkaround with Mr Gavin Conlon from Cardiff Council's highways department had taken place to highlight the dangers of stretches of road with no pavement or pavements in a poor state of repair (at Windsor Road and Ffordd Las) and overhanging vegetation and inadequate fencing on a section of Heol Isaf.

5 Minutes of the Ordinary Full Council Meeting on 21 March 2019

The Minutes of the Ordinary Full Council Meeting held on 21/03/2019 were received, approved and signed by the Chairman.

6 Matters Arising

Minute No. 209: The Chair had written to the Chair of Planning Committee and Director of Planning at Cardiff Council to request a meeting. No response has yet been received. The letter will be followed up.

Minute No. 216: The Clerk had written to Members to ask which of the three proposed visits they wished to attend. There were not enough positive responses to make any of the visits viable. Cllr HO Jones suggested that members of the public might wish to attend a visit to the recycling facility. Members agreed that Cllr Jones and the Clerk should consider whether such a visit would be feasible after the audit had been completed.

7 Finance

(i) Cllr R McKerlich confirmed that the precept for 2019/20 had been received.

(ii) Members received and approved the balance of accounts & reconciliation as at 31st March 2019. Cllr R McKerlich provided an explanation of the financial position.

(iii) Members approved the payments schedule for March 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. 63-64
- Unity Trust Acc. *****339 Statement No. 54-55
- Nat West Statement for March 2019

(iv) Cllr R McKerlich set out proposed changes to the banking arrangements for payments and receipts associated with the Old Church Rooms.

RESOLVED: Council resolved: (a) to set up a new bank account in order to deposit the accumulated funds currently held in the OCR Nat West Account, with R&MCC signatories; and (b) to allocate the existing OCR Nat West Account to the management of OCR payments and receipts with a balance of usually no more than £5,000 held for payments.

(v) Members approved an increase in Tri-Aqua Cleaning Ltd cleaning charges at the Old Church Rooms to £12.88 per hour to reflect an increase in the National Living Wage from April 2019.

(vi) Members approved expenditure of £68 plus VAT to renew the subscription to Moneysoft Payroll software.

(vii) Cllr R McKerlich proposed that the earmarked reserves be adjusted to include the following committed funds:

- Planned expenditure of £21,000 on environment works
- Planned expenditure of £15,000 on maintenance work at the Old Church Rooms and to maintain overall earmarked reserves for the OCR of £30,000

- Grant to the Radyr Cricket Club of £13,000 for the pavilion extension
- Grant to Morganstown Village Hall of £3,500 for repairs and renovations
- Grants for youth provision of £5,000
- Grant of £5,000 for the Parc Radur Play Area refurbishment
- S.106 funds of £23,435 to be used for repaying the OCR loan.

RESOLVED: Council resolved to adjust the earmarked reserves to reflect the above committed funds, subject to discussion with the Responsible Financial Officer and Accountant.

8 Financial Assistance Applications (late applications)

A request for a grant had been received from a local teenager to support his participation in a project to teach information technology in Nepal. Members agreed to decline the request on the basis that the project would not benefit the R&M community.

9 Accountancy Services 2019/20 – Hourihan Ltd

Members approved the ongoing appointment of Hourihan Ltd to provide accountancy and payroll services as per existing terms and conditions.

10 Year ended 31st March 2019 Annual Return – Hourihan Ltd

Members approved the appointment of Hourihan Ltd to undertake the necessary year end work for the internal and external audit.

11 Notice of audit for the financial year ended 31st March 2019

- (i) Members received and noted correspondence from the external auditor BDO LLP setting out the arrangements for the statutory external audit for 2018/19.
- (ii) Members noted the dates for the internal audit by BPU set as 13-14 May 2019.

12 Payment to Members 2019/20 – Independent Remuneration Panel for Wales

Members received and noted correspondence from One Voice Wales and the Determinations of the Independent Remuneration Panel for Wales in the Annual Report February 2019.

Members noted Determinations 40, 46 and 49 (mandatory).

RESOLVED: Members resolved to accept Determinations 42, 43, 44, 45, 47 and 48.

13 Review of Risk Assessment

The Risk Assessment Working Group will report to the May Council Meeting with proposals for a revised Risk Assessment schedule.

14 Environment

The Clerk updated Members on the quotes received for preparing a specification for the retaining wall in Pentwyn Park. Quotes had been received from four companies.

RESOLVED: Members approved the award of a contract for preparing the specification for the retaining wall in Pentwyn Park to Keystone Structural Engineering at a cost of £675 (no VAT charged).

15 Planning Applications

- (i) Members received a report from Cllr A Thomas-Richards, Chair of Planning Committee
- (ii) Members noted the response submitted by R&MCC to Planning Application 19/00642/MJR (District Centre Design Code)
- (iii) The Chair reminded Members that official R&MCC correspondence must only be sent from the Clerk's office.
- (iv) Cllr R McKerlich reported on the decision of Cardiff Council Planning Committee to approve the Planning Application for the Drysgol Heights development.

16 County Councillor's Report

Members received the report for April 2019 from the County Councillor, Rod McKerlich.
The Chair thanked Cllr McKerlich for his hard work on behalf for the Community.

17 Local Democracy and Boundary Commission Review of Electoral Arrangements for the City of Cardiff.

Information on the Boundary Review was received and discussed.

Members agreed to submit a response in support of two County Councillors for Radyr ward and for the existing boundaries of Radyr ward to remain in place or failing that for the ward to be added to rather than split.

18 Review of Polling Districts, Polling Places and Polling Stations

Members received correspondence on the Review of Polling Districts, Polling Places and Polling Stations.

19 Community Councillors' Reports

Members received a written report from Cllr HO Jones.

20 Old Church Rooms

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

- Precision Roofing will begin roofing and guttering repairs on 24th April.
- CS Flooring are the favoured suppliers for replacing the Garth Room carpet. A further meeting will be held with the company to discuss options.
- The specification for the retaining wall is ready to go out to quote.
- The piano has been tested by a professional musician and his advice is that it should be replaced.
- The Hallmaster booking system is ready to be implemented.

21 Radyr and Morganstown Website

- (i) Cllr HO Jones reported on progress with developing the R&MCC website and the future of the R&M Community website.

Members approved the following expenditure on the new website:

- A two-year subscription to Weebly for domain name and website hosting service at a cost of £129.
- An annual subscription to an events calendar at a cost of £40.
- An annual subscription to SmartSurvey at a cost of £270.

(ii) Members received a proposal from the Radyr & Morganstown Association (RMA) to take over ownership and responsibility for the R&M Community website, with a grant to fund the costs to be provided by R&MCC.

Members agreed that a further meeting should be held with the RMA to discuss the future of the R&M Community website.

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

Members agreed to nominate Cllr R Vaughan as the R&MCC representative on the Governing Body of Bryn Deri Primary School.

Cllr HO Jones reported that he had been appointed as a Local Authority member of the Ysgol Gyfun Plasmawr Governing Body.

23 Radyr Parish Council War Records 1914-

Members agreed to place the Radyr Parish Council War Records from WW1 in the Glamorgan Archives.

24 Any other business

(i) Cllr A Thomas-Richards requested permission to use the Heathock logo in the Treasure Hunt at the Festival Fete. Members agreed permission.

(ii) Cllr R Vaughan noted that this would be his last Council Meeting as Chair to Council. He thanked Members for the support he had received in his role as Chair. Cllr HO Jones replied on behalf of Members that it had been a pleasure serving with Cllr Vaughan in the Chair.

25 Next Meeting dates:

Thursday 2 May 2019: Environment Committee, Finance Committee

Thursday 16 May 2019: Annual and Ordinary Full Council

Meeting closed at 21:15pm

Signed

Date