



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Minutes of an ORDINARY FULL COUNCIL MEETING held on 15 July 2021 at 7:00pm.

This meeting was held remotely via Zoom

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

Clerk: Lynne Thomas

In attendance: Mark Drakeford MS; one member of the public.

80 Apologies for absence

Cllr Myles Vatsaloo, Cllr Kieran Webster, Michelle Lenton-Johnson

81 Declarations of Interest

Cllr A Cook declared an interest in Minute No.88(ii) as a Trustee of the Penrhys Pilgrimage Project.

The Clerk declared an interest in Minute No.93 concerning qualifications for clerks.

The Clerk declared an interest in Minute No.99 concerning staffing matters and did not participate in the discussion.

82 Meeting adjourned: Members of the public invited to speak

No members of the public wished to speak.

83 Mark Drakeford MS – Q&A with RMCC Members

The Chair provided an overview of current issues and areas of work for RMCC. The following topics were discussed in the Q&A session with Mark Drakeford MS:

- Minimising the disruption to residents from the Transport for Wales electrification works in Morganstown and securing appropriate community benefits.
- Longer term changes to work patterns, post-pandemic, including impact on public transport and provision of hubs to enable people to work within the communities where they live.
- Measures to deter dangerous driving in 20mph zones.
- Resources available for young people to support well-being and address the detrimental impacts of the Coronavirus pandemic.
- Funding for the provision and maintenance of playgrounds in Cardiff, including the Drivers Way play area.
- Bringing together agencies and organisations to tackle anti-social behaviour in Radyr & Morganstown.
- Dealing with litter and pollution in the River Taff and more widely, including measures to outlaw the use of the most-littered single use materials.
- Support for dealing with Ash die-back in the woodlands managed by RMCC.

84 Chairman's Announcements/Report

- The Basic Plan Working Group will be meeting for the second time in the following week.
- Cllrs HO Jones and R McKerlich will meet with Cardiff Council (Highways) in September to discuss possible improvements to the Station Road area.
- Members of Planning Committee are discussing how to step up RMCC's role in improving the Bethel Chapel site.

85 Minutes of the Extraordinary Meeting of Full Council on 30 June 2021

The Minutes of the Extraordinary Meeting of Full Council held on 30 June 2021 were received and approved by Council.

86 Matters arising

Minute No.78: The Chair confirmed that the Annual Return had been submitted to Audit Wales.

In response to a question, the Clerk confirmed that no applications to fill the vacancy on the Council had yet been received but that there was still time before the closing date.

87 Finance

(i) Members received and approved the RMCC accounts & bank reconciliation at 30 June 2021.

- Cllr C Morgan (Chair of Finance Committee) reported that a technical adjustment to the accounts had been made to reverse the provision made for full non-domestic rates charges at the Old Church Rooms for 2020/21, following the decision by Cardiff Council to award a 100% discount for 2020/21.
- Members agreed to move £2,500 of the contingency budget to the budget line for General Admin: IT, Phone and Broadband to meet the costs of the upgrade to the office IT facilities, approved by Council in May 2021.

(ii) Members noted the following bank statements received:

- Unity Trust Acc. *****326 Statement No. 99
- Unity Trust Acc. *****339 Statement No. 82
- Unity Trust Acc. *****011 Statement No. 19

(iii) Members received and approved the RMCC Payment Schedule for June 2021.

Cllr C Morgan reported that the payment for non-domestic rates at the Old Church Rooms included on the schedule had not been debited, following the decision by Cardiff Council to award a 100% discount for 2021/22.

(iv) Members received and approved the report on Section 137 expenditure to June 2021.

(v) Members agreed to renew the SmartSurvey annual subscription at a cost of £270 plus VAT.

(vi) Members agreed to renew the Hallmaster annual subscription at a cost of £187 plus VAT.

(vii) Members agreed to renew the Moneysoft Payroll Manager annual subscription at a cost of £75 plus VAT.

88 Financial Assistance Applications

(i) **Grant application – Radyr & Morganstown Litter Pickers:** Members received and discussed an application from the Radyr & Morganstown Litter Pickers for grant funding towards the costs of litter picking equipment and PPE clothing for adults and children and the cost of insurance.

RESOLVED: Council agreed to award a grant of £1,421.65 to the Radyr & Morganstown Litter Pickers to be used for the purposes set out in their application. The full amount for the costs

outlined in the application was agreed in recognition of the much-valued contribution of the Litter Pickers to the Radyr & Morganstown community.

(ii) **Grant request - Penrhys Pilgrimage Way Project:** Members received and discussed a request from the Penrhys Pilgrimage Way Project to use the funds remaining under the RMCC grant approved in November 2018 for artwork produced by pupils from Radyr Comprehensive School to be displayed on the handrails at Hermit Wood.

RESOLVED: Council agreed that the remaining amount of £541.60 would be transferred to the Penrhys Pilgrimage Way Project to be used for the purposes set out in their request. The funding will be subject to the condition that the artwork will be put up in such a way that it is safe for users of the Woods and that a site visit take place to agree where the artwork will be positioned.

89 Environment Committee

(i) Members received and approved the Minutes of the Environment Committee meeting held on 1 July 2021.

(ii) Members received a report on environment matters from Cllr R Vaughan (Chair of Environment Committee):

- A site visit with the Friends of Radyr Woods will be organised to see the area proposed for the wood storage compound. Members agreed to spend up to £400 on materials for the compound, subject to approval by the Chair of Environment Committee following the site visit.
- Consultation on landscaping and improvements at Windsor Gardens will shortly go ahead.

(iii) **Information Boards in Radyr Woods:** Cllr V Patel presented a proposal for new information boards in Radyr Woods.

Members agreed that the four existing boards should be replaced and a fifth new board be installed at the Danescourt entrance to the Woods. Members further agreed to accept a quote from a local business for materials for the information boards of £829 plus VAT, with design, labour and installation provided free of charge in support of the community, subject to the Clerk checking the costs against alternative quotes.

(iv) **Hedgehog Street Campaign:** Cllr V Patel presented a proposal to support and promote the Hedgehog Street Campaign which aims to make sure that hedgehogs remain a common and familiar part of British life.

Members agreed that RMCC would support the campaign through: promoting the campaign on the RMCC website; asking the RMCC school governors to encourage schools to get involved; working with the wardens in Radyr Woods to create hedgehog-friendly environments; and writing an article for the Radyr Chain. The Clerk will write to thank the local resident for bringing the campaign to the attention of the Community Council.

90 Planning Committee

(i) Members received and approved the Minutes of the Planning Committee meeting held on 5 July 2021.

(ii) Members received and considered a draft response to Cardiff Council's LDP consultation documents including the Draft Vision, Issues and Objectives, the Draft Integrated Sustainability Appraisal Scoping Report and the Call for Candidate Sites. Members agreed that the response be submitted to the LDP consultation.

91 Old Church Rooms

Cllr A Cook (Chair of the OCR Management Board) reported on progress with roof repairs.

- The Board is waiting for a third quote for the works to address the leaks from the bell tower

and in the meantime a local contractor has been asked to check whether the chimney pots are causing the leak rather than the bell tower. The Board has disregarded the option of rebuilding the bell tower on the grounds of cost.

- A local contractor will be asked to quote for other works to repair slipped slates and weather boards. PVC weatherboarding in Victorian style could be used to minimise maintenance.
- The Board have discussed retaining the surveyor to supervise works to the bell tower through to completion. A recommendation will come to Full Council for approval in due course.

Cllr T Davies is making progress with the list of enhancements and improvements. Thanks to Cllr Davies and the Assistant Clerk were noted.

92 Christmas Events Working Group

Cllr J Charles (Chair of the Christmas Events Working Group) provided an update on plans for Christmas activities. A specification for lighting has been prepared and quotes will be gathered in the next few weeks. The Working Group will report back to Full Council in September.

93 Welsh Government Consultation on Qualifications of Clerks in Wales Regulations

Members noted the consultation document on proposals to set out the qualifications a clerk must have for the community council to be eligible for the general power of competence.

94 Publication of key information from meetings on RMCC website

Members agreed that draft minutes would be published on the website to replace the current meeting summary, subject to the Chair having sight of the draft minutes in advance of publication and that the minutes are marked as a draft.

95 County Councillor's Report

The County Councillor reported that the implementation of the new HGV Gateway at Morganstown has been delayed but would be effective by the beginning of August.

96 Community Councillor's Report: Radyr & Morganstown Good Neighbours

Cllr V Patel reported on progress on setting up Radyr & Morganstown Good Neighbours. The organisation is now registered as a Charitable Incorporated Organisation with the Charity Commission. Cllr Patel confirmed that the Constitution has been adopted and Trustees have been appointed – as required as conditions of the RMCC grant approved in January 2021.

Members agreed that the grant of £10,000 would be transferred to Radyr & Morganstown Good Neighbours once the charity's bank account is set up.

97 Any other business

(i) Members agreed that the Clerk would write on behalf of the Community Council to the owners of a parcel of land at Ffordd Treforgan where Japanese Knotweed is growing. A draft letter will be circulated to interested Members for inputs and guidance and will reflect the nature of the landowner and offer appropriate assistance.

(ii) Members agreed that the Clerk would cancel the contract with BT for cloud phone services and arrange a more cost-effective contract for office calls.

(iii) Members agreed that, following the planned easing of Coronavirus restrictions by Welsh Government on 7th August, the Clerks would return to the office on a rota basis with appropriate safety measures in place.

98 Exclusion of Press and Public

RESOLVED: Council resolved to exclude the press and public for the remainder of the meeting due to the confidential nature of the staffing matters to be discussed.

99 Staffing Matters

Members agreed the attached Confidential Minute in relation to Staffing Matters.

Signed

Date