



## **Radyr & Morganstown Community Council Cynghor Cymuned Radur a Threforgan**

**Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held  
on Thursday 17 September 2020 at 7:00pm.**

**This meeting was held remotely via Zoom in accordance with the Local Authorities  
(Coronavirus)(Meetings)(Wales) Regulations 2020**

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

Clerks: Lynne Thomas (Clerk), Julie Hopkins (Assistant Clerk)

### **55 Apologies for absence**

Michelle Lenton-Johnson

### **56 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 R McKerlich declared an interest in Minute No.67 as a vice-president of Radyr Cricket Club. Cllr McKerlich reported that he did not play for the club and would receive no benefit from the item under discussion.

Cllr R Vaughan declared an interest in Minute No.67 as a vice-president of Radyr Cricket Club, in same position as Cllr McKerlich.

The Clerk declared an interest in Minute No.69(ii) and left the meeting for that item.

The Assistant Clerk declared an interest in Minute No.69(ii) and left the meeting for that item.

### **57 Minutes of the Annual Meeting of Council held on 30 July 2020**

The Minutes of the Annual Meeting of Council held on 30 July 2020 were received and approved by Council.

### **58 Matters arising**

Minute No. 38: The Chair reported on progress with planned reviews of Terms of Reference.

Minute No.42: The Clerk reported on correspondence with the Architect for the building works at the Old Church Rooms. A full report will come to Council in October.

The Chair reported that Radyr Comprehensive School are undertaking a survey which will be useful for the youth engagement group.

### **59 Appointment of Members to Committees, Working Groups and External Bodies**

Members confirmed the Appointments List for 2020/21:

- Finance Committee: T Davies, J Charles, HO Jones, H Lloyd Jones, R McKerlich, C Morgan and D Suthers

- Environment Committee: A Cook, HO Jones, H Lloyd Jones, V Patel, M Vatsaloo, R Vaughan, and K Webster
- Planning Committee: HO Jones, H Lloyd Jones, R McKerlich, M Vatsaloo and R Vaughan
- Employment Sub-Committee: T Davies, J Charles, HO Jones, H Lloyd Jones, R McKerlich, C Morgan and D Suthers
- Publicity Group: A Cook, T Davies, HO Jones, H Lloyd Jones, R Vaughan and Clerk to Council
- Youth Engagement Working Group: T Davies, HO Jones, H Lloyd Jones, V Patel and M Vatsaloo
- Christmas Events Working Group: A Cook, J Charles, H Lloyd Jones and Asst. Clerk to Council
- OCR Interim Hall Management Board: A Cook, T Davies, HO Jones and R Vaughan
- One Voice Wales: C Morgan
- North West Cardiff Group: J Charles
- Morganstown Village Hall: R Vaughan and H Lloyd Jones
- Friends of Radyr Woods: T Davies, H Lloyd Jones and R Vaughan
- Primary School Governors: R McKerlich (Radyr Primary), H Lloyd Jones (Bryn Deri Primary)
- Schools Liaison: H Lloyd Jones and C Morgan
- Twinning Group: A Cook
- Taffs Well Quarry Liaison: HO Jones and H Lloyd Jones

## 60 Finance

(i) Members received and approved the R&MCC accounts and bank reconciliation at 31 August 2020.

(ii) Members noted the following bank statements received:

- Unity Trust Acc. \*\*\*\*\*326 Statement No. 85 and 86
- Unity Trust Acc. \*\*\*\*\*339 Statement No. 71 and 72
- Unity Trust Acc. \*\*\*\*\*011 Statement No. 8 and 9

(iii) Members received and approved the RMCC Payment Schedule for July and August 2020.

(iv) Members received and approved the updated List of Variable Direct Debits for 2020/21.

(v) Cllr C Morgan (Chair of Finance Committee) reported that the RMCC Nat West bank account had been closed and the correct amount of funds had been transferred.

## 61 Finance Committee

(i) The Minutes of the Finance Committee meeting held on 3 September 2020 were received and approved.

(ii) **Grant application – Cardiff Corinthians FC:** Members received and discussed an application from Cardiff Corinthians FC for a financial contribution towards the costs of installing shutters on the stand at the Riverside Ground to stop anti-social behaviour. Finance Committee agreed to recommend to Full Council that a grant of £2,000 be awarded to Cardiff Corinthians FC, subject to no objection from Radyr Cricket Club and subject to the required matching funds being available. The Clerk reported that the Chairman of Radyr Cricket Club had confirmed the Club did not object to the installation of shutters.

**RESOLVED:** Council agreed to award a grant of £2,000 to Cardiff Corinthians FC, subject to the condition that payment will only be made following confirmation that the full amount of funding required for the work has been raised.

(iii) **Old Church Rooms – Unpaid invoices:** Members received a report from the Clerk on remaining unpaid invoices for OCR bookings. Finance Committee agreed to recommend the following actions to Full Council:

- As no response has been received to the final warning letter, RMCC should proceed to make an application to the small claims court to recover the amount of £358.20 owed by an individual hall user.
- RMCC should write off all other amounts owed by individual hall users on the basis that the administrative costs of pursuing small amounts would likely be higher than any amount recovered. No further bookings would be accepted from these individuals.

**RESOLVED:** Council agreed to make an application to the small claims court to recover the amount of £358.20 owed by an individual hall user. Council agreed that all other amounts owed by individuals would be written off and no further bookings would be accepted unless the individual provided an explanation for why the debt had not been paid. One-off hall users will now pay in advance before door codes are provided.

## **62 Environment**

(i) Members received an update from Cllr R Vaughan (Chair of Environment Committee):

- The new retaining wall in Pentwyn Park has been completed.
- A new noticeboard has been installed in Windsor Gardens. The old one will be removed soon.
- The pavement along the bend on Windsor Road has been completed by Cardiff Council. Double yellow lines may be needed on one side for safety and this matter will be raised with Cardiff Council.
- Tree works are needed in several areas.

(ii) Japanese Knotweed is spreading into the allotments in Morganstown. RMCC does not own or manage the affected land. Cllr R McKerlich reported that he has raised the matter with Cardiff Council and will discuss the response with the Morganstown & Radyr Allotment Association.

(iii) The fence in Pentwyn Park is in poor condition and needs replacing. Members agreed that this matter be referred to Environment Committee.

## **63 Planning**

Members received correspondence from Cardiff Council responding to the objections and recommendations submitted by RMCC on the proposed diversion of Footpath 38. Members agreed that the matter be referred to Planning Committee to draft a further response to be considered by Council.

## **64 Old Church Rooms**

Members received a report from the Chair of the OCR Management Board:

- The OCR re-opened for essential childcare services in September. The Board is currently looking at opening for more hall users from October.
- A professional legionella risk assessment has identified actions to be taken.
- New cleaning contractors have started at the OCR
- Cllr T Davies will be drafting a long-term vision for the OCR.
- The Management Board will discuss whether a lift is needed at the OCR. Cllr R Vaughan reported that he has requested information from a specialist company.

The Clerks were thanked for their work in getting the OCR ready for re-opening.

**65 Christmas Events Working Group**

Members received a report from Cllr J Charles (Chair of Christmas Events Working Group) on plans for Christmas events. All events will be subject to COVID-19 restrictions in place at the time. Members agreed that the Working Group should continue with plans for Christmas events in the hope that some will be able to go ahead. The Working Group will look into improving the display of Christmas lighting this year as this can be installed even if other events cannot be held. The Working Group will report to Council with proposals for events in October.

**66 Lease between RMCC and Guide Association: Guide Hut at Bryn Derwen**

Members received correspondence from the Co-Chair of Radyr Friends of Guiding concerning conditions contained in the lease between RMCC and the Guides Association Trust Corporation. Members agreed that the Clerk should discuss the matter with Radyr Friends of Guiding.

**67 Asset disposal: Heras fencing panels**

Members received and considered two proposals for the use of the Heras fencing panels owned by RMCC:

- An offer of £200 was received from a contractor to purchase the panels.
- A request to use the fencing panels at the cricket club to manage trespass and anti-social behaviour was received from Radyr Cricket Club.

**RESOLVED:** Members agreed to donate the Heras fencing panels to Radyr Cricket Club to benefit the community.

**68 County Councillor’s Report**

(i) Members received an update Cllr Rod McKerlich on:

- The installation of the three zebra crossings on Ty Nant Road and Heol Isaf and 20mph signage.
- The HGV “gateway” into Radyr & Morganstown expected to be in place by the end of the year.
- Drainage issues at the Drovers Way play area
- Issues with the siting and signage for the temporary mini roundabout and the slip road at the junction of Heol Isaf and Llantrisant Road.
- Cardiff’s COVID-19 testing and tracing system and shortages of tests.
- Numbers of rough sleepers in Cardiff.

(ii) The R&M village sign has been put back on Heol Isaf by the Plasdŵr developers. Members noted that it has been positioned too high to be seen and is dirty. Cllr McKerlich agreed to raise the matter with the developers.

**69 Staffing Matters**

(i) Members received COVID-19 Risk Assessments for each member of staff. Members agreed that the Clerks could return to work in the office on alternate days with one day overlap, subject to the safety measures as identified in the risk assessments.

(ii) Members agreed the attached Confidential Minute.

Signed .....

Date .....