



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

**Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held
on Thursday 21 November 2019 at the Old Church Rooms at 7:00pm.**

Present: Cllr Huw Onllwyn Jones (Chair), Cllr Julia Charles, Cllr Helen Lloyd Jones, Cllr Rod McKerlich, Cllr Clive Morgan, Cllr Vina Patel, Cllr David Suthers, Cllr Myles Vatsaloo, Cllr Ralph Vaughan, Cllr Kieran Webster, Michelle Lenton-Johnson

Clerk: Lynne Thomas

In attendance: The Rev'd Vicki Burrows, Sergeant Ben Gwyer and PSCO Richard Davies (South Wales Police), Katie Powis (Plasdwr), C Aitken, Cardiff University student journalist and three members of the public.

148 Apologies for absence

Cllr Tyrone Davies

149 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 personal interest under Minute No.167 in membership of the Society of Local Council Clerks. Council Members agreed it was not necessary for the Clerk to leave the room for that part of the meeting.

150 Meeting adjourned: Members of the public invited to speak

(i) The Rev'd Vicki Burrows spoke about her vision for the work of Christ Church in the community, the identification of needs in the community, and working with the wider community. The Chairman responded that the Council is keen to work in partnership with a wide range of groups for the benefit of the community.

(ii) Katie Powis (Plasdwr) spoke about the management of road works and traffic lights on the Llantrisant Road, the response to severe traffic congestion, and future strategy for better communication with the local community. The Chairman responded that recent problems with traffic lights had reflected poorly on Plasdwr and hoped that the community would experience better traffic management in future.

(iii) Sergeant Ben Gwyer spoke about the unprecedented level of anti-social behaviour that occurred on Halloween and the police response to these incidents. The Chairman requested details about how the public can request police support.

151 Chairman's Announcements/Reports

(i) Members have indicated the Council projects that they wish to contribute to. Members will be kept informed about those projects and be invited to join working groups as projects develop.

(ii) The Chairman invited members to a Christmas meal on 13 December at Cicchetti.

(iii) Cllr Kevin Ullah has resigned from the Community Council. The Chairman has written to Kevin to thank him for all his good work on behalf of the Council.

(iv) Cllr V Patel is organising a presentation on VocalEyes, a digital tool for community engagement. Members agreed that an informal meeting will be held for those Members that wish to attend the presentation.

(v) The Chairman reported on a further meeting held with Cardiff Council on the infrastructure ideas list and on proposals for the Mound Field including facilities for Radyr Rangers. Members agreed that work on ideas for the development of additional facilities on the Mound Field should continue and that a report should be made to Full Council in January.

(vi) The Chairman congratulated Cllr Helen Lloyd Jones on completing the New York marathon with funds raised for charity.

152 Minutes of the Ordinary Council Meeting held on 17 October 2019

The Minutes of the Ordinary Council Meeting held on 17 October 2019 were received, approved and signed by the Chairman.

153 Matters Arising - Minutes of the Ordinary Council Meeting held on 17 October 2019

(i) Minute no. 132(iv) – Cllr HO Jones reported that results from the website survey on mobile phone signal strength have been sent to Ofcom and a reply has been promised.

(ii) Minute no. 134(ii) – Cllr H Lloyd Jones confirmed that children from Gwaelod y Garth school will be singing carols at Granny Park at the Christmas tree lighting.

154 Community Council Vacancy

The Clerk reported that the Notice of Vacancy was displayed on 12 November and the period for electors to request an election to fill the vacancy would end on 2 December. The Clerk reported that it appeared likely that an election would be called and that Council Members would be kept informed as further information becomes available.

155 Finance

(i) Members considered and agreed a proposal that Cllr R McKerlich, as Chair of Finance Committee, should report to Full Council on the accounts and bank reconciliation only on a quarterly basis following end-June, end-September, end-December and end-March. Members will continue to receive the accounts on a monthly basis and will have an opportunity to ask questions at Council meetings.

(ii) Members received and approved the R&MCC accounts and bank reconciliation as at 31 October, signed by the Chairman.

(iii) Members received and approved the payment schedules for October 2019, signed by the Chairman.

(iv) Members received and noted the following bank statements, signed by the Chairman:

- Unity Trust Acc. *****326 Statement No. 73
- Unity Trust Acc. *****339 Statement No. 62
- Nat West Account statements for October 2019

156 Finance Committee

(i) The Minutes of the Finance Committee meeting held on 7 November 2019 were received, approved and signed by the Chairman.

(ii) **Draft R&MCC Budget for 2020/21:** Finance Committee received and discussed the Draft

Budget 2020/21, prepared by the Chair of Finance Committee and Responsible Financial Officer. Finance Committee agreed to recommend the Draft Budget 2020/21 to Full Council and to note that that there may be a need for additional spending and virement as new projects develop.

Members received and discussed the Draft R&MCC Budget for 2021/21, as recommended by Finance Committee.

RESOLVED: Council agreed the Draft Budget 2020/21 in principle with a precept set to remain at a constant level per household. The final Budget and precept will be considered and approved at Full Council in January. New project ideas could still be proposed before that date.

(iii) **Banking arrangements for the Old Church Rooms:** Finance Committee received and discussed a report from the Clerk/RFO on banking arrangements for the Old Church Rooms. Finance Committee agreed to recommend the following to Full Council:

1. Direct debit payments from the Nat West account should be moved to the R&MCC Unity Trust current account.
2. R&MCC should open a new current account with Unity Trust bank to receive booking payments for the Old Church Rooms. The authorised signatories on this account should be the three R&MCC Members on the Hall Management Committee and the Chair of Finance Committee. The Clerks should be authorised to view the account and to load any transactions for authorisation.
3. The Nat West account should be phased out gradually to allow regular hall users time to change their payment instructions. Payments received into the Nat West account should be transferred to the OCR Unity Trust account for monitoring purposes.
4. R&MCC should open a new instant access business savings account with Nationwide building society and transfer part of the reserve into this new account in order to limit the total funds held with Unity Trust. Signatories and access to this account should be the same as those for the Unity Trust deposit account.

Members received the report from the Clerk/RFO and considered the recommendation of Finance Committee.

RESOLVED: Council resolved to accept and implement the recommendations made by Finance Committee on banking arrangements for the Old Church Rooms.

157 Financial Assistance Applications

Members received and considered recommendations from Finance Committee members on a grant application submitted by Eisteddfod Caerdydd. Cllr HO Jones declared that he did not have a personal interest in this application.

RESOLVED: Council resolved to award a grant of £200 to include sponsorship of prizes for the Tlws yr Ifanc literary competition and the choir competition for secondary schools.

158 Environment

(i) Members received an update on the project to build a retaining wall in Pentwyn Park from Cllr R Vaughan (Chair of Environment Committee). Advice from the surveyor has been received following a site visit and further inputs from the structural engineer will be required together with a risk assessment and method statement.

Members agreed that Mr KCH Thomas of Ferrier Hart Thomas should be authorised to act on behalf of the Council on all Party Wall Act matters in relation to the retaining wall and that the Clerk should sign the necessary letter of authorisation.

(ii) Cllr R Vaughan reported that the Chair of Radyr Woods Wardens has met with the contractor for tree maintenance work to confirm the work that has been completed in Radyr Woods. Following this confirmation, invoices for the work can now be submitted to the Community Council, expected to amount to approximately £6,500.

(iii) The Clerk reported that guidance has been received from Welsh Government on the duty of Community Councils under the Environment (Wales) Act 2016 to maintain and enhance biodiversity and promote the resilience of ecosystems. As part of this duty, Councils are required to publish a report by end-2019 on what has been done to maintain and enhance biodiversity.

Members agreed that a working group should draft a report for Members to comment on before finalising for publication at the end of 2019.

159 Planning Applications

Members noted the objection submitted by R&MCC to the pre-planning consultation on the development of land at De Braose Close, Danescourt.

A website survey gathering views on this development attracted 111 responses with all but one objecting to the development. The results have been sent to the planning consultant with a request to refer to the comments submitted by respondents in her report on the consultation.

Cllr H Lloyd Jones and Cllr R McKerlich have been invited to a meeting with the local community to discuss the response to the consultation.

160 County Councillor's Report

Members received and noted the County Councillor's report for November 2019.

Cllr McKerlich will enquire about arrangements for the recycling of Christmas trees as no garden waste collection will take place in January.

161 Councillors' Reports

(i) Cllr H Lloyd Jones reported that residents have raised concerns about blasting at the quarry and the quarry are now taking care to change the angle of the blasting. The quarry management are willing to meet the public to discuss and also to show the work that is being done in the woodland around the quarry.

(ii) Members were encouraged to submit reports about their work, which will be published on the Council website.

162 Old Church Rooms

(i) Cllr HO Jones reported on projects at the Old Church Rooms:

- The new piano has arrived and will be mounted so that users can move it around the hall.
- The Hall Management Committee will review the charging matrix.

Members agreed that the Old Church Rooms would not be a standing item on the agenda for future meetings but that periodic reports on progress with projects should continue to be made.

(ii) Cllr HO Jones reported that the new invoicing system and banking arrangements will allow R&MCC staff to monitor late or non-payments. The Hall Management Committee will be asked to review any outstanding debts under the old invoicing system and report to Council.

163 Report from the Road Safety Advisory Working Group

(i) Members received and approved the Terms of Reference for the Road Safety Advisory Working Group.

(ii) Members received and noted a report from Cllr K Webster, Chair of the Road Safety Advisory Working Group:

- Five questions for public consultation on the look and feel and lifestyle potential of the Station Road area are being developed. Members will be asked for their input. Members agreed that the development of this consultation should go ahead.

- Proposals for a project on community message banners for lampposts, including budgetary allocation, will be recommended to Full Council in January.
- Proposals for a memorial bus shelter in Morganstown on land adjacent to the M4 bridge are being researched and will be recommended to Full Council in January.

164 R&MCC Over 50s Lunch Club

Members received and discussed a report on the Lunch Club from Cllr HO Jones.

RESOLVED: Council agreed to continue the Lunch Club project and to extend the contract for services of the Consultant for a further 12 months.

165 Youth Engagement

Members received an update from Cllr M Vatsaloo, Chair of the Youth Engagement Working Group. Invitations to join the Working Group have been sent out to members of the local community and positive responses have been received, bringing a good mix of skills and experience to the Group. Members agreed that the first meeting should now be arranged.

166 Independent Remuneration Panel for Wales: Draft Annual Report February 2020

Members received and noted the Draft Annual Report of the Independent Remuneration Panel for Wales. Individual Members may submit comments directly to the Panel by 10 December.

167 Membership of the Society of Local Council Clerks

RESOLVED: Council agreed to pay the Clerk’s annual membership subscription to the Society of Local Council Clerks at a cost of £156.00

168 Exclusion of Press and Public

RESOLVED: Council resolved to exclude the press and public from the meeting by reason of the confidential nature of business for Minute No. 169.

169 Staffing Matters

RESOLVED: Council considered and agreed the attached Confidential Minute.

170 Next Meeting dates:

Thursday 9 January 2020: Finance Committee

Thursday 9 January 2020: Environment Committee

Thursday 16 January 2020: Ordinary Full Council Meeting

Signed

Date