



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

The Old Church Rooms  
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**24 July 2020**

**This Meeting will be held in accordance with the  
Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020.**

Dear Chairman and Members of Radyr & Morganstown Community Council

I hereby give you notice that the **ANNUAL MEETING** of the Community Council will be held on **Thursday 30 July 2020 at 7:00pm**. The meeting will be held remotely via Zoom in accordance with the Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020. All Members of the Council are summoned to attend.

The business to be transacted is set out in the Agenda below.

Yours sincerely

Lynne Thomas  
Clerk to the Council

## **AGENDA**

- 1. Election of the Chair of Council**  
Nominations for the Chair of Council are required  
The Chair will sign and date the Acceptance of Office in presence of the Clerk/Proper Officer
- 2. Election of the Vice-Chair of Council**  
Nominations for the Vice-Chair of Council are required  
Vice-Chair to sign and date the Acceptance of Office in presence of the Clerk/Proper Officer
- 3. Apologies for absence**

**4. 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 the Clerk.

**5. Minutes of the Ordinary Full Council Meeting on 16 July 2020**

To receive, and if approved, to confirm the Minutes of the Ordinary Full Council Meeting held on 16 July 2020.

**6. Review of Delegations and Terms of Reference for Committees and Working Groups**

- (i) Finance Committee
- (ii) Environment Committee
- (iii) Planning Committee
- (iv) Employment Sub-Committee
- (v) Publicity Group
- (vi) Road Safety Working Group
- (vii) Youth Engagement Working Group
- (viii) Old Church Rooms Management Board
- (ix) Christmas Events Working Group

**7. Appointment of Members to RMCC Committees, Working Groups and External Bodies**

As per attached schedule

**8. Review and adoption of RMCC Standing Orders for 2020/21**

To review and confirm the R&MCC Standing Orders (last re-adopted on 16 May 2019)

**A Council Resolution is required**

**9. Review and adoption of RMCC Financial Regulations for 2020/21**

To review and confirm the R&MCC Financial Regulations (last re-adopted on 19 March 2020)

**A Council Resolution is required**

**10. Review of arrangements with not-for-profit bodies and businesses**

- (i) To review arrangements with not-for-profit bodies and businesses
- (ii) To receive a report on the retention money held by RMCC in relation to building works at the Old Church Rooms

**11. Report on RMCC representation on external bodies**

To receive any reports from Members on RMCC representation on external bodies.

**12. Review of RMCC Asset Register**

To review and confirm the R&MCC Asset Register.

**13. Insurance Policy for 2020/21**

To review and confirm insurance policy documents from Zurich, as agreed under the temporary delegation of authority during COVID-19 measures.

- 14. Review and confirm RMCC subscriptions to other bodies**
  - (i) One Voice Wales
  - (ii) Society of Local Council Clerks
  
- 15. Review of RMCC Complaints Procedure**
  - (i) To review the Complaints Procedure (last re-adopted on 17 October 2019)
  - (ii) To review the Model Local Resolution Protocol (last re-adopted on 16 May 2019)
  
- 16. Review of RMCC Policies and Practices on Freedom of Information and Data Protection**
  - (i) To review the FOI publication scheme (last re-adopted on 16 May 2019)
  - (ii) To review the Information and Data Protection Policy (last re-adopted on 16 May 2019)
  - (iii) To review the Privacy Notice (last re-adopted on 16 May 2019)
  
- 17. Review of RMCC Press/Media and Social Media policies**
  - (i) To review the Social Media Policy
  - (ii) To review the Communications Strategy
  
- 18. Review of RMCC employment policies and procedures**

To review policies and procedures for RMCC staff as per attached list (last re-adopted on 16 May 2019).
  
- 19. Review of other RMCC policies and procedures**

To review all other RMCC policies as per attached list.
  
- 20. Review of RMCC expenditure under S.137 and Power of Wellbeing powers**
  - (i) To receive notification of the Section 137 expenditure limit for 2020/21
  - (ii) To review expenditure recorded against the S.137 limit to June 2020.
  
- 21. RMCC Biodiversity and Resilience of Ecosystems Plan**
  - (i) To receive and approve the RMCC Environment Development Plan 2020-2025
  - (ii) To receive and approve the RMCC Biodiversity and Resilience of Ecosystems Plan: Environment (Wales) Act 2016 Part 1 - Section 6: The Biodiversity and Resilience of Ecosystems Duty
  
- 22. Dates and times of Full Council and Committee Meetings in 2020/21**
  
- 23. Any other business**

Strictly with prior consultation with Chair