



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

The Old Church Rooms
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30 April 2021

Members of the public and press are entitled to attend meetings of Radyr & Morganstown Community Council unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion. Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.

Members of the press or public wishing to attend the meeting below should contact the Clerk no later than 1:00pm on the day of the meeting to request the Zoom link and passcode to join the meeting. Please email the Clerk at the following address: clerk@radyr.wales

Dear Members of Radyr & Morganstown Community Council

I hereby give you notice that the **ANNUAL MEETING** of the Community Council will be held on **Thursday 6 May at 7:00pm**. The meeting will be held remotely via Zoom. 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. Meeting adjourned: Members of the public invited to speak

6. Minutes of the Ordinary Full Council Meeting on 15 April 2021

To receive, and if approved, to confirm the Minutes of the Ordinary Full Council Meeting held on 15 April 2021.

7. 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) Youth Engagement Working Group
- (vii) Old Church Rooms Management Board
- (viii) Christmas Events Working Group

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

As per attached schedule

9. Review and adoption of RMCC Standing Orders for 2021/22

To review and confirm the RMCC Standing Orders (last re-adopted on 30 July 2020)

A Council Resolution is required

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

To review and confirm the RMCC Financial Regulations (adopted on 18 March 2021)

A Council Resolution is required

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

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

12. Report on RMCC representation on external bodies

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

13. Review of RMCC Asset Register

To review and confirm the RMCC Asset Register.

14. Insurance Policy for 2021/22

To review and approve the renewal of the insurance policy with Zurich for 2021/22.

- 15. Review and confirm RMCC subscriptions to other bodies**
 - (i) One Voice Wales
 - (ii) Society of Local Council Clerks

- 16. Review of RMCC Complaints Procedure**
 - (i) To review the Complaints Procedure (last re-adopted on 30 July 2020)
 - (ii) To review the Model Local Resolution Protocol (last re-adopted on 30 July 2020)

- 17. Review of RMCC Policies and Practices on Freedom of Information and Data Protection**
 - (i) To review the FOI publication scheme (last re-adopted on 30 July 2020)
 - (ii) To review the Information and Data Protection Policy (last re-adopted on 30 July 2020)
 - (iii) To review the Privacy Notice (last re-adopted on 30 July 2020)

- 18. Review of RMCC Press/Media and Social Media policies**
 - (i) To review the Social Media Policy (last re-adopted on 30 July 2020)
 - (ii) To review the Communications Strategy (last re-adopted on 30 July 2020)

- 19. Review of RMCC employment policies and procedures**

To review policies and procedures for RMCC staff as per attached list (last re-adopted on 30 July 2020).

- 20. Review of other RMCC policies and procedures**

To review all other RMCC policies as per attached list.

- 21. Review of RMCC expenditure under S.137 of the Local Government Act (1972)**
 - (i) To review Section 137 expenditure in 2020/21
 - (ii) To receive notification of the Section 137 expenditure limit for 2021/22

- 22. RMCC Biodiversity and Resilience of Ecosystems Plan**

To review the RMCC Biodiversity and Resilience of Ecosystems Plan (adopted on 30 July 2020)

- 23. Dates and times of Full Council and Committee Meetings in 2021/22**

- 24. Any other business**