



Radyr & Morganstown Community Council Cyngror Cymuned Radur a Threforgan

Minutes of the **MEETING** of the **COMMUNITY COUNCIL** held on Thursday 17th March 2016 at 7.30pm at the Old Church Rooms

Present: Cllrs. St Leger, Evans, S.McKerlich. Dubberley, Diment, Vaughan, Lloyd Jones, Morgan, Davies and R. McKerlich. Also John Hughes as an observer from Standards and Ethics Committee.

In attendance: Andrea Redmond

- 16.113 To agree remuneration for stand-in Clerk:** The remuneration £88.40 for the stand-in Clerk was agreed.
- 16.114 To receive the Vice Chairman's Report:** The Vice-Chairman advised the Community Council that since the last meeting in January he had travelled with the WW1 committee members to Aberystwyth National Library for a meeting and tour of their facilities; Attended Radyr and Morganstown Twinning Fellowship meetings as R&MCC representative and enjoyed their recent Quiz Night; Participated in a number of meetings with the Architect and Builders on the current OCR extension and upgrade; Was Chairman on a number of WW1 Committee Meetings; Met with Russel Dobbins, Fund Manager (administering the Aggregate Levy Fund Grant) to update on the OCR Project and submitted the final grant claim to him for payment; Attended a meeting with other R&MCC councillors, Paul Egan, One Voice Wales and John Hughes, St Fagan's Community Council and local authority Standards & Ethics Committee member, at St Fagan's Village Hall; Been involved in a number of OCR Management Meetings and working parties. Councillor McKerlich congratulated the Vice Chairman on the Aggregate Levy Fund.
- 16.115 To receive apologies for absence:** Councillors David Suthers and Julia Hallinan. It was agreed that a card sending the Community Council's best wishes be sent to Councillor David Suthers.
- 16.116 To make declarations of interest:** None
- 16.117 To approve the Minutes of the meeting held on 21 January 2016:** The Vice Chairman introduced the minutes of the meeting as an accurate record for signature; this was moved by Councillor S. McKerlich and seconded by Councillor Morgan.
- 16.118 To approve the Minutes of the meeting held on 28 January 2016:** There was a long discussion about these minutes and it was decided that they be revisited and brought back to the next meeting, in the meantime Councillors can provide their proposed amendments.
- 16.119 Meeting adjourned – Members of the public invited to speak:** No Members of the public were present.

- 16.120 To discuss that no Minutes of any R&MCC meeting will be posted on the website until they are approved by Council. All existing Draft R&MCC Minutes to be removed from the website until such time as they are approved by Council:** This motion was proposed by Councillor S McKerlich and seconded by Councillor Vaughan, after some discussion it was noted that the minutes should not be published until they are agreed and signed at the following Community Council meeting. A Vote was held and carried.
- 16.121 To receive the County Councillor's Report:** Councillor R McKerlich updated R&MCC on the following issues:
- Acolaid Planning Application** – a hydrological survey was being done as part of the submission of a detailed plan; it was important that this was carefully scrutinised, preferably with professional input.
- Bus Service** – as a result of representations made by Councillor R McKerlich with support from local residents the service is being improved and buses will now run to Morganstown; the gap in the service in the early morning has been reduced and buses will run at half hour intervals from 28th March 2016.
- NatWest** – Running a banking service in Methodist carpark from 9.30 to 10.15 each Thursday.
- Parking outside schools** – there have been many complaints and the areas around the schools will be visited frequently by police, civil parking officers and the camera car. The white zigzags have been repainted and are clearly visible.
- 20mph zones** – Councillor R McKerlich has asked when these will be established around local schools as this was Welsh Government and Council policy.
- Drains and Potholes** – some blocked drains and very many potholes had been reported, some very deep. Councillor R McKerlich has pressed for resurfacing of the worst roads in the ward.
- Youth Club** – this is now running in the OCR on a trial basis.
- Station Car Park** – no developments to update but Councillor R McKerlich had supplied several residents with copies of the study.
- Cardiff Half Marathon** – it was noted that this would be a very popular event on Saturday 26th March with Mo Farah running in it, R&MCC members were advised to plan carefully if they plan to go to Cardiff that day.
- Double Yellow lines at bottom of Windsor Road** – this request from PACT had now been implemented.
- Surgery** – Next Surgery to be held in Radyr Library on Saturday 9th April between 10am and 12 noon.
- 16.122 To receive Councillors' Reports:**
- 16.122.1 Councillor Dubberley referred to the notes from the Seniors meeting which had already been considered, she was currently working on complaints received from the public and interim responses had been sent out; a discussion took place about this and it was suggested that complaints be put on the agenda for the next meeting and that redacted copies of the complaints be made available at the committee meetings over the coming two weeks, along with replies. A discussion then took place about the Complaints Policy and it was considered that it should be revisited.
- 16.122.2 Councillor Sally Evans had been working on complaints and Seniors tea meeting.
- 16.122.3 Councillor Clive Morgan had been working on complaints.
- 16.122.4 Councillor Vaughan discussed the £600 donation for the AED to be placed outside the opticians on Station Road; Councillor Davies asked if this decision could be taken and it was agreed.
- 16.122.5 Councillor St Leger had attended meetings with the Architect and builders regarding the OCR. He had arranged a reasonable price for the chairs for the meeting room and sought authorisation for the Clerk to make the payment, this was agreed.
- 16.122.6 Councillor S McKerlich had attended meetings of the School Liaison and Literary Competition.
- 16.122.7 Councillor Lloyd Jones updated R&MCC on Radyr Woods.

- 16.123 To approve Minutes of the Finance Committee meeting held on March 3 2016:** The minutes were outlined to R&MCC, it was noted that monies had been transferred from the deposit account to the current account in order to make the penultimate payment to the builders. Other issues such as road closures and the £1k payment to RMA were discussed. These issues were proposed seconded and agreed. Councillor St Leger sought clarification on whether the sickness payment to the Clerk were for 25 or 30 hours, it was noted that as there had been an agreement to increase the Clerks hours to 30 hours per week up until 31 March 2016, then the payments would reflect the 30 hours. It was proposed that the Clerk's hours return to the contracted 25 hours a week from 1 April 2016, this was taken to the vote and carried".
- 16.123.1 To approve Minutes of the Environment Committee meeting held on March 3 2016:** A discussion took place about the map showing land boundaries and ownership. With regards to Radyr Woods, R&MCC were advised that the woods had been cleaned up after some unfortunate graffiti. A discussion took place about the naming of the meeting room, which had been missed as the last meeting had been cancelled. 'The Castle Room' was suggested and agreed.
- 16.124 To discuss recommendations from Employment Committee:** There was a proposal that R&MCC support occupational health visits for the Clerk up to £1k, this was taken to the vote and carried.
- 16.124.1** To consider the appointment of an interim clerk in view of the clerks continued absence: It was noted that currently there were end of year and Sage matters to deal with. It was considered that a sub-committee was needed to appoint some one suitable to do this
- 16.124.2 To consider the appointment of a sub-committee of 3 Councillors to deal with this matter:** It was resolved that Cllrs. Tyrone Davies, Mike Diment and Rod McKerlich make up the sub-committee to deal with agreed matters relating to the continuing absence of the Clerk.
- 16.124.3 To consider a budget of up to £5,000 to finance this matter:** It was noted that this would equate to approximately two months' wages at comparable hours; it was also noted that there may be a need to take professional advice. A vote was taken and was carried.
- 16.125 To receive an update on the OCR project:** Councillor St Leger stated that the original contract value was £252k plus VAT. This was now coming in at £260k, the extras that had been considered necessary had included temporary toilets. It was noted that blinds had been requested for The Castle Room; the grass area outside was to be seeded for the festival fortnight and that the door entry code was now working.
- 16.126 To discuss the Child Rescue Alert:** Councillor S McKerlich advised the Community Council that Child Rescue Alert was a link to a charity for missing people which was now launching a junior branch for missing children up to the age of 18 years old. This worked via an App which was on the R&MCC website. The scheme was in partnership with the Police Media and Public and is aimed at children who are at risk of serious harm. When people have signed up to the scheme they are sent alerts when there is an issue; schools are putting the link to the App on their websites alongside information on how to register. The scheme is postcode dependant so relevant alerts are received. It was proposed that R&MCC sign up to the scheme. This was agreed and was considered to be the Clerks duty.

- 16.127 To discuss the 2016 Civic Reception:** It was noted that last year the invitation list had extended to the Lord Mayor, AM and members of the public. A discussion took place about timescales for sending invitations; it was noted that the Clerk has the Civic reception file; this was needed in order to send the invitations, Councillor Diment would liaise with the Clerk regarding this. In the meantime, there was a need to check that the Church is available and booked and refreshments and help on the day organised.
- 16.128 To discuss the Twinning Fellowship new plaque:** Councillor St Leger advised R&MCC that the Twinning Fellowship had wanted to move the stone from Windsor Gardens and relocate it in front of the OCR building. They were advised that the stone weighs approximately three tonnes and would be too expensive to relocate; Councillor Suthers had previously advised that the stone was located in Windsor Gardens to stop motorbikes using the grass area. The compromise was that the Twinning Fellowship would purchase a similar plaque and place it in the gardens of the OCR, take over its maintenance and plant flowers; as this area is used by the nursery, discussions have taken place with them also. This was agreed.
- 16.129 To discuss the Queen's 90th birthday beacon:** After some discussion, there was a consensus that there was not enough time to be able to arrange this event; it was suggested that it doesn't go ahead as a R&MCC event this year and that the person who currently has the Beacon could possibly light it instead. This was agreed.
- 16.130 To discuss a £200 contribution to new hanging baskets:** Councillor St Leger explained that Ray Rivron of RMA wants to provide hanging baskets, the total cost would be £400 and there had been a request for a contribution of £200 from R&MCC; it was noted that the total cost includes the watering system. This was proposed by Councillor Clive Morgan and seconded by Councillor Rod McKerlich. This was agreed.
- 16.131 To approve the RMA road closure grant:** This had been dealt with under minute number 16.123.
- 16.132 To receive an update on the Lunch Club for Senior Residents:** Councillor S Evans stated that she hadn't attended the meeting herself so provided an update from the note that had been distributed with the meeting papers' it had been agreed that it would be a Tea rather than a lunch and the next step was to coordinate volunteers. This would be advertised in The Chain. Councillor S Evans to come back to Community Council with costings and would check whether the volunteers would need Food Hygiene training/certificates.
- 16.133 To decide on any Planning matters – Radyr Station Car Park:** It was noted that this was not a planning matter if the land was Network Rail's, however vehicles would have to access the highway to access the land. Councillor R McKerlich had asked County Council officers to see if the highway could cope with the vehicle access and whether they posed any risks to people crossing the road.
- 16.134 To be advised of any correspondence:** There had been a Grant Application for RMA, it was agreed that this be given to the assistant clerk to approve. It was also noted that invoices had been approved and these would be paid in early April when the Council Tax monies had been received.
- 16.135 To sign cheques and approve payments for February and March 2016:** Approved and signed.

Date	Voucher	Cheque	SPEND FOR FEBRUARY 2016	
	2116	DD	Gas	
	2117	DD	Electricity	
	2118	DD	Phone	110.52
08-Feb-16	2119	EB	W&T Building Group: Certificate No 6	47,865.72
26-Feb-16	2120	EB	Helena Fox	1,855.44
26-Feb-16	2121	EB	Julie Hopkins	230.76
26-Feb-16	2122	EB	Bob Webber	100.60
26-Feb-16	2123	EB	Thomas Wood	164.85
26-Feb-16	2124	EB	Lloyds Commercial Services: Cleaning	708.73
26-Feb-16	2125	EB	Dark Green Media	46.00
26-Feb-16	2126	EB	Mike Diment: WW1 expenses	27.45
26-Feb-16	2127	EB	CCC: Pension	812.86
26-Feb-16	2128	EB	Julie Hopkins: Makro expenses	28.30
26-Feb-16	2129	300183	Bryn Deri Primary School: Museum visit	180.00
26-Feb-16	2130	300184	One Voice Wales	773.00
26-Feb-16	2131	300185	Oliver Budd: Mosaic	1,800.00
26-Feb-16	2132	300186	Floodlighting: Xmas lights	1,044.60
			TOTAL SPEND FOR FEBRUARY 2016	55,748.83

Date	Voucher	Cheque	SPEND FOR MARCH 2016	
	2134	DD	Gas	
	2135	DD	Electricity	
05-Mar-16	2136	DD	BT: Phone	120.18
01-Mar-16	2137	DD	GBS Loan	1,997.50
04-Mar-16	2138	EB	W&T Building: Certificate No 7	41,874.48

16.136 The next meeting will be held on 21st April 2016 at 7.30pm