



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

The Old Church Rooms
Park Road
Radyr
Cardiff CF15 8DF

Minutes of the MEETING of the COMMUNITY COUNCIL held on Thursday, 17 November 2016 at 7.30pm at the Old Church Rooms.

Present: Councillors T Davies, M Diment, S McKerlich, R McKerlich, R Vaughan, D Suthers, H Lloyd-Jones, H Jones, M Deem, C St Leger, C Morgan

In attendance: Andrea Redmond (Stand-In Clerk), Mark Drakeford AM and PCSO Hywel Arkontopoulos

BUSINESS TO BE TRANSACTED

16.496 To agree remuneration for the Stand-In Clerk – This was proposed by Cllr R McKerlich and seconded by Cllr Lloyd-Jones. **RESOLVED** to agree the remuneration of the stand in Minutes Clerk as £88.40.

16.496.1 To receive the Chairman's Report – Cllr T Davies advised committee that he had attended the Armistice ceremony and laid a wreath on behalf of RMCC and the community; he had also attended two Employment Sub Committee Meetings.

16.497 To receive apologies for absence – there were no apologies for absence.

16.498 To make declarations of interest- there were no declarations of interest.

16.499 To approve the Minutes of the meeting held on October 20 2016 – the minutes were approved subject to the following amendments: *16.468.1 should read 'to send objection once Cllr R McKerlich has met with residents'; and 16.462 should read 'The Strategy needs reviewing and a new section on social media and the website should be added'.* **RESOLVED:** to agree the minutes' subject to the amendments, this was proposed by Cllr Suthers and seconded by Cllr Diment.

16.500 Meeting adjourned: Members of the public invited to speak - PCSO Hywel Arkontopoulos circulated the latest crime figures to committee and advised that the homeless male had been housed by Boomerang and had been washed and fed; he advised that most of the ASB reports from the community recently had been about the homeless male but the reports were misclassified as ASB. There had been a neighbour dispute; 2 burglaries; CCTV had recorded a bus mounting a pavement – the Police were involved in this as an offence had occurred and the County Cllr was speaking to CCC about this also; Speedwatch had been

conducted in Windsor Crescent but no evidence had been gathered from it; PCSO advised that he attended the school when his shifts allow.

Mark Drakeford AM thanked RMCC for the invitation to attend, saying he liked to attend once a year to keep up to date with issues that RMCC are dealing with.

16.501 To receive the Clerk's Report – The clerk's position is vacant and as such no report is available.

16.502 To receive the County Councillor's Report:

Occupier of Bench on Heol Isaf: after a brief absence the gentleman has returned. The County Councillor realises that there are divided views on the matter but it should be realised that he can be assisted to a lifestyle which is less damaging to his health and which caters for his personal hygiene needs. Outreach workers and representatives of charities to aid the homeless have tried repeatedly but without success to engage with him.

Radyr Gardens landscaping: this is a great improvement and the County Councillor will meet shortly with officers to discuss the ongoing maintenance regime; he would be interested to receive the views of local residents

Local Cycle paths: Under the active travel scheme The County Councillor has received plans for increased and improved cycle routes in the ward; he will pass these to any interested party.

RS McColl: The County Councillor suggested that an automatic door would assist the entry of less mobile customers and, after great deliberation, the company decided instead to install a bell enabling such clients to enlist assistance.

Drains: The County Councillor has reported a number of blocked drains and Cardiff Council have arranged clearance of these; he urges residents to report any such problems direct to the Council via C2C or via the County Councillor; during his 9 years as county councillor he has not seen any house flooded as a result of the Taff overflowing but several houses have suffered water ingress due to blocked drains.

Refuse Bins on Taff Trail: additional bins will be installed soon

Windsor Crescent Double Yellow lines: when the street was resurfaced the double yellow lines at the junction with Heol Isaf were "lost"; they will be replaced soon.

Closed footpath: a footpath off Pant Tawel Lane was closed on a temporary basis due to an incident where a walker was trampled by livestock

Equipment in play areas: there is a national concern about lead paint on play equipment. Cardiff Council does not use lead paint in maintenance of this equipment and has no such painted apparatus in current use. As ever, handwashing is a sensible procedure to avoid risk.

Dog waste: following complaints the County Councillor has asked for refuse bins and signage to reduce this concern on the footpaths around Radyr Gardens, leading to the pedestrian bridge over the M4. Dog wardens will be monitoring this area.

Springfield Gardens Planning application: There was no news as to when this will be determined but the issue is becoming increasingly complicated.

Remembrance Day Parade; as ever this was a great village occasion, blessed as usual with good weather. It was a credit to the organisers and a delight to see our schools and children's groups well represented. We now look forward to the lighting of Christmas trees on Friday 2nd December.

16.503 To receive Councillors' Reports: Cllr Lloyd Jones advised that she had attended training for grant applications, been involved in the purchase and erection of the RMCC Christmas trees, checked benches, and updated on improvements to footpaths.

Cllr S McKerlich had been involved with Task and Finish groups and Employment meetings. At a Quarry Liaison meeting, she had asked the quarry to jointly sponsor a literacy competition for children.

Cllr Suthers had attended meetings with David Cargill about the use of the Golf Club for the over 50's lunch club; he sought volunteers to help take the project forward, Cllr H Jones, Cllr Vaughan and Cllr Suthers agreed to help and an update would be provided at the next meeting; he had attended OVW.

Cllr H Jones advised that he had written to the YMCA asking for a response by December on what was promised when funding had been agreed, he had been confirmed as a Governor on Gwaelod y Garth School, attended the Remembrance event, prepared a response to the Welsh Language Strategy and would provide an update at the next meeting.

Cllr Vaughan had attended the Task and Finish Group on Risk Assessment, attended the Remembrance event and the OCR meetings.

Cllr Morgan had attended the Employment Sub Committee Meetings and the Remembrance Day event.

Cllr Deem had attended the Remembrance day event, OCR meetings, RMA Christmas meeting, been sourcing volunteers for the grounds in the Chapel but the owners had paid for the work to be done.

Cllr St Leger had attended OCR meetings, meetings regarding the Christmas trees and fayre, spoken to residents about issues such as overhanging trees, undertaken some maintenance in the OCR and had met with the Architect to follow up on snagging list.

Cllr Diment had met with the Architect re snagging list, attended Employment meetings, Task and Finish groups, OCR meetings, Christmas event meetings, upgraded the Kitchen in the OCR and upgraded the computer in the office and attended the Remembrance Day Event.

16.504 To reinstate the Chair of Finance as RFO as an interim measure. Members thanked Cllr R McKerlich for all his hard work on this. It was proposed by Cllr Lloyd Jones and seconded by Cllr Vaughan and **RESOLVED** that Cllr R McKerlich be reinstated as RFO as an interim measure.

16.505 To approve the Minutes of the Finance Committee meeting held on November 3 2016. Members were asked to approve a donation of £100 for

Remembrance Day Parade and also for £1k for the RMA 2017 Festival. It was proposed by Cllr Diment and seconded by Cllr Jones and **RESOLVED** that the donations be made and the minutes be approved.

16.506 To approve the Minutes of the Environment Committee meeting held on November 3 2016. Members were advised that the noticeboard had been put up in Morganstown, it just needed to have the logo added to it; with regards to the Tree Survey, 2 people had been contacted so progress was being made. The budget had been detailed and information would be sent to members on request. It was requested that congratulations be minuted to the Radyr Woods Wardens who had won the RHS 'It's your neighbourhood' award. **RESOLVED** to approve the minutes.

16.507 To decide on a response to Cardiff Council's consultation on Radyr Primary School. It was **RESOLVED** that Cllr R McKerlich writes a letter of support on behalf of the community council, to accept the consultation.

16.508 To discuss and adopt a Risk Assessment Schedule and agree the way forward. Members were advised that during the audit the Risk Assessment Schedule (RAS) could not be sourced; after speaking to Internal Audit, it had been decided to establish a Task and Finish group to examine exemplar material from Welshpool and other Councils, the result of which had been a Schedule that covers 18 areas and included an inventory of land and assets. Internal Audit would be looking at the schedule, the Chairman would need to sign and it was considered that the schedule should be reviewed in 12 months' time. Members thanked Cllr S McKerlich for all her hard work in producing the schedule, it was proposed by Cllr Diment and seconded by Cllr H Jones and **RESOLVED** that the Risk Assessment Schedule be formally adopted.

16.509 To decide on advertising the council vacancy for Co-option. Members discussed the 12th place vacancy and considered that there were 2 options for filling it; one was that it was close enough to the election in May to not fill, or, to fill the position now in order that the person can gain experience before the May election. It was noted that any appointment wouldn't be made until the next meeting in January therefore a start date would be March 2017. It was also noted that when the position was advertised no one came forward. A vote was taken on which option to take; there was one vote for co-option to fill the vacancy, one abstention and all others voted to keep the position vacant until the Election. **RESOLVED** to keep the vacancy unfilled until the election in May 2017.

16.510 To decide on the second tranche of the YMCA youth project. Members discussed the YMCA project and whether or not to continue with the funding in the next year. It was noted that Cardiff Council currently funds the project 12k per year and that if this stops then RMCC would either have to supplement that funding or withdraw from the project. Members discussed take up and noted that only around 14-20 were using the project. Cllr H Jones had written a letter asking for details on the project, Cllr S McKerlich stated that she would try to find the original letter which set out what they intended to achieve from the project, meanwhile it was **RESOLVED** that the RMCC pay the second tranche of funding and explain that more detail was needed as soon as possible before any further funding was committed to.

16.511 To receive an update on tree survey work. **RESOLVED** that a report on this would be brought to the January meeting.

16.512 To receive a financial report on the OCR project. Cllr Diment advised that the completion certificate was received on 6 June which detailed completion

costs of £262, 548, with a retention sum of £6563. There were still some aspects that needed to be resolved and it was considered that the retention sum should be retained until they had but it was noted that the final sum needed to be paid in December. It was also considered that more detail was needed regarding the £28k overspend. **RESOLVED** that the Architect provides a written detailed breakdown of the overspend to committee members and is invited to attend a meeting to clarify matters in advance of the January RMCC committee meeting.

16.513 To discuss the website Forum. Members discussed the website forum and noted that it had been back online for around 3 weeks, there were very few users and topics currently, none of them controversial. It was considered that improvements to the RMCC website could be made and Cllr T Davies would speak to other Community Councils about their websites; it was also considered that the RMCC could have a separate website from the Radyr & Morganstown one, this option would be explored.

16.514 To receive an update on the WW1 project. Cllr Diment advised that he was finalising the spend on the project, he was awaiting some invoices. There had been an article in the Radyr Chain and the knitting of poppies for 2018 had already started.

16.515 To decide on the purchase of a safe for the Council office. Members discussed purchasing a safe for the RMCC office; it was proposed by Cllr S McKerlich and seconded by Cllr Vaughan that a budget of up to £500 be approved. **RESOLVED** to approve a budget of up to £500 for a purchase of an office safe.

16.516 To receive an update on the NWCG. Members discussed the amount of construction traffic being witnessed and the transport consultation. **RESOLVED** that Cllr Suthers contact the previous consultant and noted that a letter had been sent to the NWCG clerk.

16.517 To decide on any Planning matters. Cllr R McKerlich advised that there were 3 planning matters outstanding, none of which had been to planning committee yet; these were Springfield Gardens; Dan Y Bryn and Heol Isaf. Members were content that regarding Dan Y Bryn as a new application had been submitted then RMCC should resubmit the community councils' objection, the Assistant Clerk would send the letter. With regards to Heol Isaf members were content to send objections in relation to drainage issues for new and existing houses. **RESOLVED:** to submit objections as noted above.

16.518 To be advised of any correspondence. None.

16.519 To discuss arrangements for the R&MCC Christmas meal. An email had been circulated for committee members to make their choices and confirm attendance; these should be sent to the Assistant Clerk.

16.520 To discuss sending an article to the Radyr Chain. **RESOLVED** that Cllr T Davies would send the article to the Radyr Chain by next Tuesday.

16.521 To approve payments and sign cheques for November 2016. **RESOLVED** to approve payments and sign cheques for November 2016.

Date	Voucher	Cheque	SPEND FOR NOVEMBER 2016	
07-Nov-16	2310	DD	Gas	396.44
07-Nov-16	2311	DD	Electricity	384.48
17-Nov-16	2312	DD	BT: Phone	122.40
03-Nov-16	2313	DD	PWLB	2,365.80
21-Nov-16	2314-2316	EB	Staff	1,762.78

21-Nov-16	2317	EB	Helena Fox: Expenses	2.06
21-Nov-16	2318	EB	Helena Fox: Travel	3.60
18-Nov-16	2319	EB	CDC: Cleaning	800.00
18-Nov-16	2320	EB	Mike Diment: Expenses WW1	70.86
18-Nov-16	2321	EB	Dark Green Media	46.00
18-Nov-16	2322	EB	Dark Green Media	39.00
07-Dec-16	2323	EB	Pension	511.74
18-Nov-16	2324	EB	Mike Cowburn Safety Services	180.00
18-Nov-16	2325	EB	Julie Hopkins: Expenses	4.35
18-Nov-16	2326	EB	DB Site Solutions: RCC-132	1,135.00
18-Nov-16	2327	EB	Hourihan Ltd	360.00
07-Nov-16	2328	300250	Royal British Legion	100.00
07-Nov-16	2329	300251	Emma Cayeux: WW1	50.00
18-Nov-16	2330	300252	Orange Forestry	300.00
18-Nov-16	2331	300253	One Voice Wales	35.00
01-Dec-16	2332	300254	Inland Revenue	444.80
18-Nov-16	2333	EB	Elgano	805.20
18-Nov-16	2334	EB	DB Site Solutions: RCC-131	860.00
			TOTAL SPEND FOR NOVEMBER 2016	10,779.51

16.522 Date of next meeting Thursday January 19 2017

16.523 Closed session to discuss staff matters