



Radyr & Morganstown Community Council Cynghor 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, October 20 2016 at 7.30pm at the Old Church Rooms.

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

Four members of the public: two from the YMCA and two PCSOs

In attendance: Helena Fox

BUSINESS TO BE TRANSACTED

16.440 To receive the Chairman's Report: In the Chairman's absence, the Vice Chairman welcomed everyone. Cllr Diment had been involved with the Twinning AGM, WW1 meetings and the project's showing of the Somme film, commemorations lunch and concert. He had met with the OCR project manager.

16.441 To receive apologies for absence: Cllr Davies

16.442 To make declarations of interest: There were none

16.443 To approve the Minutes of the meeting held on September 15 2016:
The Vice Chairman introduced the minutes of the meeting held on September 15 which were proposed as a true record for signature by Cllr Morgan, seconded by Cllr Deem.

16.444 Meeting adjourned: Members of the public invited to speak:

Caroline Ryan, Operations manager for the YMCA and Sasha Lazenby, Youth Work Coordinator for the YMCA briefed the meeting. There was a slow start to the project after a lack of previous youth provision. Ms Lazenby came to post in July. There are now 24 members who attend regularly. Of that, all attend Radyr Comprehensive School and most come from R&M. The project will be working with the street based team from November. A copy of the outcomes framework and other literature was handed out.

Cllr R McKerlich arrived.

The project works mostly with Y7-8 or Y9 pupils. A range of activities is being introduced, led by the young people including cooking, team building, pumpkin carving and photographs were shown. Another focus is community involvement including getting to know the local area and its facilities better. They are looking into outdoor activities when the weather allows. PCSOs will be invited to talk about Halloween, then Christmas activities. Cooking is particularly popular.

The project hopes to increase attendance and it is being promoted at school and on social media. The maximum attendance partly depends on extra staff availability. R&MCC suggested that the YMCA approach Radyr Comprehensive School to use the school website and there is also the R&M website and the R&M Facebook Hub.

R&MCC thanked YMCA for attending.

PCSOs Hywel Arkontopoulos and Rebecca Mansfield briefed the meeting. The main local issue has been a homeless person. A range of approaches is being tried. Latest crime figures were distributed and are filed with these minutes. There will be a leaflet drop about rogue traders. Generally things have been quiet.

Cllr R McKerlich noted that the recent PACT meeting had concerns about football being played on the road on Drovers Way and asked the PCSOs to call by; traffic and parking in Windsor Crescent was raised at PACT as were concerns about the homeless person.

Cllr Suthers raised his concerns about heavy vehicles over 7 tonnes using Heol Isaf. PCSO Arkontopoulos asked for registration details and he will speak to the owners.

16.445 To receive an update on Youth provision from the YMCA: Following the briefing the meeting noted that the second tranche of R&MCC's contribution is due to be paid in December and will be discussed at the November meeting along with any contribution for the 2017-18 budget.

16.445.1 It was **RESOLVED** to write to the YMCA to establish their targets including numbers and activities planned. A report will be requested after Christmas. Cllr Jones will work with the Clerk. This was referred to the November meeting.

16.446 To receive the Clerk's Report: The Clerk reported that Cardiff Council had notified R&MCC that no one stood for election for the current vacancy. The next step is to advertise as soon as possible for people to come forward for co-option. This was referred to the November meeting.

16.446.1 Members were asked to submit suggestions for the 2017-18 budget.

16.446.2 Mark Drakeford, AM will be attending the November meeting.

16.446.3 The Clerk had attended today a meeting at St Fagans about the Charter with Cardiff where it was agreed to draft a joint letter to Cardiff from all six community councils. This will be circulated in due course.

16.447 To receive the County Councillor's Report: Cllr R McKerlich's October monthly report had been circulated in advice and is filed with these Minutes. There is a consultation running to November 21 on expanding Radyr Primary School. There is a clear demand for 90 places for 4 year olds in Radyr between the two primary schools. Without the expansion, there would be insufficient places for local children. R&MCC will make a decision on its response at its November meeting. A pdf version of the 21st Century Schools Consultation Document 2016 will be put online.

16.448 To receive Councillors' Reports:

- 16.448.1** Cllr Vaughan had attended the AGM of Morganstown Village Hall. He noted that the hall needs considerable maintenance. Cllr Vaughan had attended Neil McAvoy's LDP meeting and the Task and Finish Group.
- 16.448.2** Cllr St Leger had attended the meeting with the OCR managing architect re snagging and finances; WW1 meeting and lunch; and had received new kitchen equipment and notice board.
- 16.448.3** Cllr Lloyd Jones attended the WW1 concert and an OVW training session on grant funding. She had met with residents about a commemorative plaque for the Granny Park and with Allan Cook re Pilgrim's Way. Cllr Lloyd Jones thanked Cllr R McKerlich for help with the skate park and the draining in the park between Ash Tree and Walnut Tree Close. She had looked at some of R&MCC's benches and one at Ffordd Las needs replacing urgently. The Clerk was asked to arrange for its removal as a safety matter.
- 16.448.4** Cllr Suthers had attended NWCG meetings
- 16.448.5** Cllr S McKerlich had attended meetings of the Task & Finish Group and on the risk assessment. She hoped to present the document to the November meeting. Cllr McKerlich had attended WW1 meetings and congratulated Cllr Diment on the huge amount of work he had put into the project. All agreed. She had attended a schools liaison meeting which discussed WW1 and planning for next years' festival.
- 16.448.6** Cllr Morgan had attended the MVH AGM and the One Voice Wales AGM which had been a very interesting day.
- 16.448.7** Cllr Deem had had an induction meeting with the Clerk and had drafted a letter opposing development North of Llantrisant Road. He attended the WW1 lunch, which was an excellent event, and a site meeting for the Goetre Fach Farm site. He will suggest some comments for a response to this development.
- 16.448.8** Cllr Jones had had an induction meeting with the Clerk. He had submitted some comments on public art and S106 projects and discussed being a school governor representative of RMCC. He had attended the WW1 lunch. Cllr Jones noted that the 2018 Eisteddfod will be in Cardiff and hoped R&M would be involved.
- 16.449 To approve the Minutes of the Finance Committee meeting held on October 6 2016.** Cllr R McKerlich proposed that the Minutes of the meeting held on October 6 be accepted and adopted. Seconded by Cllr Morgan.
- 16.450 To approve the Minutes of the Environment Committee meeting held on October 6 2016.** Cllr Lloyd Jones proposed that the Minutes of the meeting held on October 6 be accepted and adopted. Seconded by Cllr St Leger.
- 16.450.1** It was **RESOLVED** to approve commemorative plaques on benches in the Granny Park and Heol Isaf.
- 16.450.2** It was **RESOLVED** to approve the quote for work in Pentwyn Park from DB Site Solutions at a cost of £450.
- 16.450.3** It was **RESOLVED** to allocate up to £140 to install the new Morganstown notice board.
- 16.450.4** The Clerk confirmed that the order for Station Road Christmas lights was placed at a cost of £807.97 + VAT.
- 16.450.5** Orange Forestry invoice for tree work at 5 Woodfield Avenue: Cllr St Leger clarified that this work had been previously authorised and the invoice should be paid.

- 16.451 To Amend and sign the Annual Return:** The External Auditors request that the Annual Return is amended to show the increased capital value of the OCR based on figures shown in R&MCC's 2015-16 accounts for construction costs and retention. This adds £279,720 to the Annual Return Box 12 figure. It was **RESOLVED** to amend Box 12, total fixed assets and long-term assets, from £1,026,547 to £1,306,257, initial and sign by Cllrs Diment and R McKerlich.
- 16.452 To re-appoint the Clerk as Responsible Financial Officer:** It was **RESOLVED** to re-appoint the Clerk as RFO.
- 16.453 To receive an update on the CDC contract:** Cllr R McKerlich reported that CDC are working and things seem to be working well although the building is sometimes left in a mess by users. R&MCC is paying all outstanding invoices because CDC do not accept cheques and the R&MCC/OCR account does not have online payments set up.
- 16.454 To adopt amended Standing Orders re tender limits:** SO29 had been updated to match Financial Regulations with an expenditure trigger re public tenders of £10,000. It was **RESOLVED** to adopt the amended Standing Orders.
- 16.455 To receive a financial report on the OCR project:** Cllrs Diment and St Leger and David Silver had met with the managing architect earlier today. Financial questions and snags were pointed out and a report is expected. If any expenditure has not been approved a mechanism will be found to do that. The extension to the contract has also been questioned. June 6 was the certified contract completion date. A large file has been received with all certificates, finished drawings and more. Cllr Diment explained that the project management team had made decisions about extra expenditure as needed. Final costs are expected for the November Finance Committee including the retention.
- 16.456 To decide to seek updated quotes for an updated tree survey:** It was **RESOLVED** to seek up to three quotes for an updated tree survey on all the land owned and managed by R&MCC. The Chairman of the Wardens of Radyr Woods had been asked for advice on contractors.
- 16.457 To discuss the publication of a notice re amended Code of Conduct:** The Clerk explained that it was a requirement to publicize in a newspaper that R&MCC had adopted the amended Code of Conduct. It was **RESOLVED** to place the advertisement in *In Cardiff*.
- 16.458 To discuss the condition of Bethel Chapel, Morganstown:** Cllr Lloyd Jones reported that development may start quite soon to convert the chapel to a residential dwelling. Cllr Deem suggested that a group of volunteers might be able to tidy the graveyard. This will be reconsidered in a month if volunteers can be found. The Clerk will update the resident who had contacted R&MCC.
- 16.459 To confirm membership of R&MCC committees and appointments and contacts:** The list of memberships and appointments was updated and will be circulated to members.
- 16.460 To discuss and nominate R&MCC representatives on the Board of local Primary School Governors:**
- 16.460.1** It was **RESOLVED** that Liz Nicholas continue as R&MCC governor representative until May 2017.

16.460.2 It was **RESOLVED** that Cllr Huw Jones represent R&MCC as a governor of Ysgol Gwaelod y Garth School since Morganstown is in the school's catchment area.

16.461 **To receive a statement on Local Government Reform by the Cabinet Secretary for Finance and Local Government** : The statement was received.

16.462 **To discuss RMCC & its position on Social Media especially with regard to the reinstatement of the Website Forum**: Cllr S McKerlich explained the background. A Communications Strategy was drawn up four years ago. This included more notice boards and summary minutes to better promote what R&MCC was doing. The Strategy needs reviewing and a new section on social media and the website should be added. Public attendance at R&MCC meetings needs to be encouraged. Procedures are needed for the operation/use of the R&M website Forum and this includes who responds on behalf of the R&M. The following were **RESOLVED**:

16.462.1 To re-instate the population of the notice boards and minute summaries after the November meeting.

16.462.2 To revise the Communications Strategy after January to include a section on social media and the website.

16.462.3 To advertise meetings more widely and encourage attendance from November. It should be clear to people that they can come and ask questions and are free to leave after the public part of the meeting.

16.462.4 To defer a discussion on the Website Forum until Cllr Davies is present. Cllr Davies had met with the Chairman of the Webteam. The Forum is due to re-open next week and concerns were raised about postings on topics that could be controversial. It was suggested that moderators see posts before they are approved.

16.463 **To discuss whether R&MCC or the OCR Management Committee should be responsible for managing the OCR grounds**: Cllr Lloyd Jones reported that R&MCC cuts the grass and deals with grounds, Twinning has taken over part of the garden, OCR Management Committee deals with the tarmac and now gravel. It was **RESOLVED** to maintain the status quo.

16.464 **To receive a report from the Task & Finish Group**: Cllr S McKerlich reported that the group had made good progress and a final version will come to the November meeting.

16.465 **To receive an update on WW1**: Cllr Diment reported that the project had had a three day event with the film on the Somme, the celebration lunch that re-created the 1919 menu, and concert in Christ Church. The concert was not as well attended as had been hoped with some 100 in the audience. The lunch had been a great success and many notes of thanks had been received. Cllr Diment had thanked those who had supported the project, particularly Cllrs St Leger and Vaughan, Cllr Deem and the many who had worked on it including the schools, choir conductor and caterers. A report is being prepared and will be put online and in the Radyr Chain.

16.465.1 There are a further two years of the WW1 commemoration if anyone is interested in taking this on. In anticipation of the commemoration of the centenary of the end of the war in 2018, the community is knitting poppies that will be displayed around the war memorial.

Cllr Huw Jones left the meeting.

16.466 To receive an update on the NWCG: Cllr Suthers reported that the group had responded to the CIL/S106 consultation. Mark Drakeford, AM and Kevin Brennan, MP have written to Cardiff Council arguing that the Community Infrastructure Levy (CIL) should be charged on the strategic sites the better to support local communities as they adjust to the changes the LDP development will bring.

16.467 To discuss arrangements for Remembrance Day: The Clerk explained that members should arrive at Christ Church by 10:20 on Sunday November 13 for the start of the parade. Details as provided by the British Legion will be have been circulated. The annual reception in the tennis club will take place.

16.468 To decide on any Planning matters:

16.468.1 18 Danybryn Avenue: Cllr R McKerlich noted that there is a third application to develop the roof space with sky lights and neighbours are objecting to the increased size of the houses. He is trying to meet with residents to support and advise. It was **RESOLVED** that R&MCC will call a Planning Committee to discuss this once Cllr R McKerlich has met with residents.

16.468.2 16/02449/MJR, Land North and South of Llantrisant Road, North West Cardiff and 14/02157/MJR Land North and South of Llantrisant Road, North West Cardiff. R&MCC will respond on the SUDS (drainage) issues for these applications.

16.469 To discuss arrangements for the R&MCC Christmas meal: The meal will take place on Monday December 19 at 7:30pm at Radyr Golf Club. Cllr Davies will arrange menu details in due course. Cllr Suthers expressed the view that this event should be for community councillors and the OCR Management Committee only.

16.470 To be advised of any correspondence:

- One Voice Wales:
 - National Infrastructure Commission for Wales: consultation
 - Update on the Statement by Mark Drakeford, AM, Cabinet Secretary for Finance and Local Government on changes in local government
 - OVW Annual Report 2015-16
- Cardiff Council :
 - notification of business rates revaluation as of April 2017
 - Get ready for winter: Met Office campaign
- Resident re 18 Danybryn Avenue
- Friends of Radyr Woods: thank you for the annual grant
- Thank you notes for the WW1 event

16.471 To approve payments and sign cheques for October 2016

Date	Voucher	Cheque	SPEND FOR OCTOBER 2016	
	2279	DD	Gas	
	2280	DD	Electricity	
	2281	DD	BT: Phone	117.49
	2282	DD	Cancelled	0.00
31.10.16	2283-2286	EB	Staff	1811.14
21.10.16	2287	EB	Pension	562.92
21.10.16	2288	EB	Helena Fox: Expenses	58.79
21.10.16	2289	EB	Helena Fox: Travel	16.20

21.10.16	2290	EB	Julie Hopkins: Travel	1.80
21.10.16	2291 - 2293	EB	Dark Green Media:276/277/279	335.00
21.10.16	2294	EB	CCC: Waste	23.66
21.10.16	2295	EB	Lloyds Commercial Finance: Cleaning	489.56
21.10.16	2296 - 2300	EB	CDC Cleaning	1,575.39
21.10.16	2301	EB	Sage UK	201.60
21.10.16	2302	300243	Rod McKerlich: Petty Cash	100.00
21.10.16	2303 - 2304	300244	Greenham Ltd	143.77
21.10.16	2305	300245	Houriham Ltd	180.00
21.10.16	2306	300246	Mike Diment: Expenses WW1	275.60
21.10.16	2307	300247	Clive Morgan: Expenses	54.90
21.10.16	2308	300248	Inland Revenue: PO Ltd	481.26
21.10.16	2309	300249	Ray Rivron: Radyr Woods	295.33
			TOTAL SPEND FOR OCTOBER 2016	6,724.41

16.472 Date of next meeting: Thursday November 17 2016