



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

Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held on Thursday, 19<sup>th</sup> October 2017, 7.00pm at the Old Church Rooms.

Present: Cllrs H O Jones (Vice Chair) R McKerlich, D Suthers, R Vaughan (Chairman), J Charles, and A Richards.  
Clerk: C Mortimer.

*Chairman Cllr Ralph Vaughan welcomed everyone to the meeting.*

### **106 Apologies**

Apologies were received from Cllr K Ullah, attending a work meeting, Cllr H Lloyd Jones and Cllr C Morgan due to other commitments, and Cllr T Davies due to attending form year 6 open evening.

### **107 Declarations of Interest**

Councillors were 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 Clerk.

C Mortimer declared an interest in minute no.130 (ii)

### **108 Chairman's Announcements/Reports**

Cllr Ralph Vaughan announced the following:

- A letter of thanks had been received from Radyr Cricket Club. President JP Wilson was very appreciative and commented that girl membership was growing within the club
- Attended Radyr Pony Club, they too were very grateful for our support and sent a letter of gratitude.
- Attended a food hygiene course with Mr. David Cargill.
- Attended a meeting with the Commissioner's Place Names Standardization panel and other members, including local historian Mr. Allan Cooke.
- Met with Mr. Martin Smideman at Radyr Golf Club as a potential venue for the luncheon club.

Chair Cllr Ralph Vaughan reiterated that members are not to instruct staff to undertake any work, unless it has been approved at a full council meeting in the first instance.

Staff have also been told not to respond to any correspondence received, unless it has been addressed and signed.

Cllr R Vaughan requested biographies from members for the next edition of the Radyr Chain.

### **109 Minutes of the Ordinary Full Council Meeting**

Minutes of the Ordinary Full Council Meeting held on 21/09/2017 were received, approved and duly signed as an accurate record by the Chair Cllr Ralph Vaughan.

### **110 Minutes of the Finance Committee Meeting**

Minutes of the Finance Committee meeting held on 05/10/2017 were received, approved and duly signed.

### **111 Minutes of the Environment Committee Meeting**

Draft Minutes of the Environment Committee Meeting held on 05/10/2017 were tabled at the meeting and noted.

Resolved: Council approved the recommendation from the Environment Committee (meeting 5<sup>th</sup> October 2017) to make a donation of £50 to Planning Aid Wales as a gesture of goodwill for the support and expertise received from ex-planner Mrs. Kay Powell.

### **112 Matters Arising – there were no matters arising**

**113 Finance**

- (i) Payment list for September 2017, which includes authorised cheques, Bacs payments and direct debits was approved and signed as an accurate record.
- (ii) Banks statements as at 31<sup>st</sup> August 2017 were approved and signed:
  - Unity Trust Acc. \*\*\*\*\*326 St No.038
  - Unity Trust Acc.\*\*\*\*\*329
  - Nat West Acc. \*\*\*\*\*723 St No.365, 366.
- (iii) Balance of accounts & reconciliation as at 31<sup>st</sup> August 2017 was received and approved.
- (iv) Members received and noted money spending powers

**114 Heritage Lottery Fund (HLF) – WW1**

Correspondence from HLF was received and noted.  
Resolved: Council approved the Finance Committee's recommendation (meeting 5<sup>th</sup> October 2017) to request that our Financial Consultant complete the report on all HLF WWI expenditure. Clerk to request that the report completion date of 30<sup>th</sup> October 2017 be extended.

**115 Financial Assistance Grants – there were no applications received.**

**116 County Councillor's Report**

Cllr Rod McKerlich's written report for October was received and noted. Cllr Rod McKerlich gave a verbal overview. Copies of his report will be published on our website, the RMA's site and on our Facebook page.

**117 Community Councillors Reports**

Councillors' written reports were received and noted from:

- Cllr C Morgan's report briefly summarised his attendance of the One Voice Wales (OVW) Conference & AGM.  
Cllr Rod McKerlich explained that at the AGM there were discussions on the pension fund deficit within OVW. The Welsh Government were not prepared to underwrite it and therefore it fell on all member councils in the event of OVW becoming insolvent to meet the deficit. The Clerk, who had attended the conference but not the AGM, stated that given that there were several hundred member councils, this was unlikely to cost much per council and OVW were also looking to change their constitution in 2018 to become a limited company by guarantee, if member councils were in agreement, which could potentially minimise any risks.  
Mark Drakeford AM was one of the key speakers and spoke about election reform and the Auditor General for Wales Mr Hugh Vaughan spoke about external audit and good practices.

A brief verbal update was received from:

- Cllr H Onllwyn Jones

In summary, chaired a meeting with Age Connects to initiate Elderly Project; attended Plasdwr event; attended OCR Hall Management Committee meeting; chaired Elderly Project Committee meeting, not many other organisations attended. Chaired meeting at the OCR with Redrow to discuss Plasdwr; chaired meeting with representatives from the Welsh Language Commissioner, the Place Names Advisory Committee and local historians to discuss Pentre-poeth vs Treforgan which was inconclusive. Attended Conway Road 50+ Club to observe possible structure for our Elderly Project.

- Cllr David Suthers

In summary, attended a Good Neighbours meeting; attended Redrow to discuss Plasdwr; Conway Group, Alzheimer's group meeting, Elderly Project Committee meeting the Place Names Advisory Committee and local historians to discuss Pentre-poeth vs Treforgan; met with Mr. Martin Smideman at Radyr Golf Club, as a potential venue for the luncheon club.

**118 17/02304/MJR N&S Llantrisant Road Travel Plan - R&MCC Response**

- (i) R&MCC's travel plan response was received, noted and emailed on Monday 9<sup>th</sup> October 2017 to Cardiff Council and Vectos.

**119 Representation on outside and other bodies**

**(i) Planning representation:**

Resolved: Council agreed that planning applications are to be emailed to members and comments invited. An extraordinary meeting to be called in respect of important or complex planning applications or dealt with at the next full Council meeting.

**(ii) Representation on outside bodies**

Nominations were invited, received and approved on the following. There were no changes to the other bodies:

Finance Committee:

R McKerlich, T Davies, H Jones, D Suthers, C Morgan, R Vaughan and J Charles.

Environment Committee:

Cllrs Helen Lloyd Jones, H Jones, C Morgan, & R Vaughan, K Webster, K Ullah and A Richards.

Employment Committee

Cllr R Vaughan, Cllr R McKerlich, Cllr H Jones, Cllr C Morgan, Cllr T Davies, Cllr A Richards & Cllr Julia Charles.

OCR Management Committee

Cllr R Vaughan, Cllr H Jones, Cllr K Ullah, Cllr M Diment and Cllr C St. Leger  
C Mortimer as secretary (ex-officio).

Morganstown Village Hall

Cllr R Vaughan, Cllr C Morgan and Cllr K Webster.

Minor Authority Representative:

Bryn Deri Primary School – Cllr A Richards was nominated and approved as minor authority governor.

Radyr Primary School – this item was deferred for our next meeting.

WWI Committee

Mr M Diment, Cllr R Vaughan and Cllr J Charles

Deferred to the next meeting:

North West Cardiff Group  
Community Education Link  
Radyr Web Team

- (iii) Local Pension Board – 2 vacancies exist for employer representatives. This item was noted.

**120 Old Church Rooms**

- (i) Council noted that a disability audit of the building had been requested.  
(ii) Council noted that a quotation had been requested in respect of putting a tender and specification together in relation to the installation of a lift.  
(iii) Council noted minor accident in the Garth Room.

**121 Elderly Provision**

The elderly provision project was progressing well. It was hoped that the club would start before Christmas. All venues and costings were being considered. Radyr Golf club had good disability access. The Cardiff Meals on Wheels service was good but we wouldn't meet the criteria. It was noted that the key speaker at the luncheons would be an important feature.

**122 Treforgan v Pentre-poeth**

Council noted that there was no resolution to the meeting held on 17<sup>th</sup> October 2017 with the Commissioner's Place-names Standardization Panel.

- 123 Folding Scaffold Tower** – for internal use  
 Following discussion in relation to H&S at the last meeting and further research confirmation is required in relation proceeding to purchase the tower at a cost of £809 subject to  
 (i) that it be kept locked at all times with the master key be kept at the office  
 (ii) that it only be used by trained personnel  
 (iii) a minimum of two people to operate it.  
 (iv) restricted use to the OCR only.  
 Resolved: Council A council agreed to the purchase following Cllr K Ullah's approval.
- 124 Remembrance Service – Sunday 12<sup>th</sup> November 2017**  
 Correspondence from Mr Ian Ogden in relation to arrangements was received and noted. Chair Cllr Ralph Vaughan will lay a wreath on behalf of the Community Council and Mr Mike Diment would lay a wreath on behalf of the WWI committee.  
 Resolved: Council agreed to pay £25 per wreath x 2, in addition make a £50 donation to The Royal British Legion Poppy Appeal.
- 125 Project**  
 Resolved: Council agreed to hosting a pantomime in the Garth Room on Wednesday 20<sup>th</sup> December 2017 at 6.30pm at a cost of £605.  
 Box office details to include the local primary schools, Park Road Nursery and the Council office. Tickets to be priced at 0.50p and proceeds to charity.
- 126 Christmas meal at Radyr Golf Club**  
 Potential dates were discussed.
- 127 Public Meeting**  
 Council agreed to a public meeting being held in February or March 2018.
- 128 Any other business/correspondence:** There was no other business
- 129 Resolution required: Exclusion of Press and Public** – *By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:*

***Meeting closed to the public***

**130 Staffing Matters**

**(i) Handy person's job description**

Resolved: Council received and approved the job advert, job description and person specification. It was recommended that the advert feature on our website, the RMA's notice board, our internal and external notice boards, Facebook page and on Indeed.com  
Closing date: 12 noon Friday 24<sup>th</sup> November 2017.

*The Clerk declared an interest in the next item and subsequently left the chamber thus playing no part in the ensuing discussions and decision.*

**(ii) Clerk**

Resolved: Council agreed to increase the clerk's hours to 16 hours per week until 31/3/18 when this would be reviewed.

*On her return to the chamber, the Council's resolution was disclosed.*

Chairman Cllr Ralph Vaughan thanked all members for their attendance.

**Meeting closed at 9.15pm**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_