



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

Minutes of the ORDINARY FULL COUNCIL MEETING of the COMMUNITY COUNCIL held on Thursday, 21<sup>st</sup> September 2017, 7.00pm at the Old Church Rooms.

Present: Cllrs T Davies, H Lloyd Jones, H O Jones (Vice Chair) R McKerlich, D Suthers, C Morgan, R Vaughan (Chairman), J Charles, K Webster, K Ullah & A Richards.  
Clerk: C Mortimer.

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

### **76 Apologies**

Apology received and noted from Cllr K Ullah – due to arrive later, as he was attending a work meeting.

### **77 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.

Cllr Rod McKerlich declared an interest in Minute no. 90 (i) (Financial Assistance Application - Radyr Cricket Club) and Minute no.83 (iii) (Windsor Gardens)

### **78 Co-opted Members for Morganstown Ward**

It was noted that the newly co-opted members Cllrs Julia Charles, Angharad Richards, Kevin Ullah and Kieran Webster signed a Declaration of Acceptance of Office on the 15<sup>th</sup> September 2017 in the presence of the Clerk/Proper Officer.

### **79 Radyr North Vacancy Exists**

Resolved: Council agreed to proceed to co-opt the remaining vacancy following an agreement with Cardiff County Council's Democratic Services.  
The clerk to advertise, closing date: 27<sup>th</sup> October 2017.

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

Chairman Cllr Ralph Vaughan welcomed the newly co-opted member and invited them to introduce themselves. He was hopeful that the 5<sup>th</sup> vacancy would be filled soon.

Chairman Cllr Ralph Vaughan announced the following:

- He explained that there were two main committees, finance and environment, of which they would be expected to join one or the other and were invited to attend both next month before making a final decision.
- The Chair had attended the Morganstown Hall Management Committee meeting whereby hall improvements were discussed.
- A report had been received from Dr Davies regarding pollution from a disused quarry in Groesfaen. The letter/report has been forwarded to our AM's and NRW for further investigation.
- A cheque of £1,0000 was presented to the Radyr Rangers, which was gratefully received.
- For the next edition of the Radyr Chain, Cllr Ralph Vaughan requested that all members write a precis, listing interests as opposed to qualifications. It was agreed that they all share the information prior to submitting.
- Photographs to undertaken. Mr. David Cargill to be contacted.
- He had written to previous members that had served on the community council and noted that he had one further letter to write, thanking them for their contribution.

**81 Minutes of the Ordinary Full Council Meeting**

Minutes of the Ordinary Full Council Meeting held on 27/07/2017 were received, approved and duly signed as an accurate record by the Chair Cllr Ralph Vaughan.

**82 Minutes of the Finance Committee Meeting**

Minutes of the Finance Committee meeting held on 07/09/2017 were tabled, approved and duly signed by the Chair of the Finance Committee as an accurate record.

Recommendation received from the Finance Committee meeting 07/09/2017:

(i) Christmas 2017 - Quotation from Floodlighting and Electrical Services Ltd Icicle lights, sundry materials & labour at £807.97

Resolved: Council agreed to accept the quotation of £807.97.

**83 Minutes of the Environment Committee Meeting**

Minutes of the Environment Committee Meeting held on 07/09/2017 were tabled approved and duly signed by the Chair of the Environment Committee as an accurate record.

Recommendations received from the Environment Meeting 07/09/2017:

(i) Pentwyn Park - request to conduct forest school type sessions by Mrs. Juliette Thomas be granted on the proviso that she undertakes the following: (a) takes out her own insurance to completely indemnify the council (b) undertakes a risk assessment (c) that she communicates with residents neighbouring the park for their consent

Resolved: Council agreed to the request subject to Mrs. Juliette Thomas meeting the above criteria.

(ii) Pentwyn Park – daffodils to be purchased and planted at £100

Resolved: Council agreed to fund £100

*Cllr Rod McKerlich declares an interest in the next item and plays no part in the discussion*

(iii) Windsor Gardens – 2 additional days in September and October at a total cost of £360

Resolved: Council agreed to 4 additional days in total at a cost of £360

*Cllr Rod McKerlich returns to discussions.*

(iv) Ash path – land search charges of £100

Resolved Council agreed to the £100 fee for land searches

(v) Christmas tree lighting – due to PAT failure on lights, new lights to be purchased

Resolved: Council agreed to the spend for new lighting.

**84 Matters Arising – there were no matters arising**

**85 Nominations for members on the following committees were invited (6, quorum 3)**

(i) Finance Committee

(ii) Environment Committee

Following much discussion, it was agreed that this item be deferred for the next full council meeting in November, by which time all newly coopted members would have attended both committee meetings.

*Cllr Kevin Ullah arrives at the meeting and the Chairman kindly asks that he introduces himself*

**86 County Councillor's Report**

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

**87 Community Councillors Reports**

Members received and noted Community Councillors' written reports.

**88 Finance**

(i) A payment list for August 2017 was received, approved and duly signed by the Chairman and Chair of Finance.

Date	Voucher	Cheque	SPEND FOR AUGUST 2017	
17-Aug-17	2500	DD	BT: Phone	153.50
31-Aug-17	2501	EB	salary	539.70
31-Aug-17	2502	EB	salary	445.74
31-Aug-17	2503	EB	salary	165.16
11-Aug-17	2504	EB	Julie Hopkins: Expenses OCR	159.66
30-Aug-17	2505	EB	Julie Hopkins: Postage for tree quotes	3.92
30-Aug-17	2506	EB	Hourihan Ltd: 101399	1,800.00
30-Aug-17	2507	EB	Hourihan Ltd: 101396	780.00
30-Aug-17	2508	EB	CDC: 1047	800.00
30-Aug-17	2509	EB	CDC: 1018	54.30
30-Aug-17	2510	EB	Dark Green Media: 340	46.00
30-Aug-17	2511	EB	Viking: Stationery	39.92
30-Aug-17	2512	EB	Viking: Stationery	105.19
29-Sep-17	2513	EB	EBM Office Centre Ltd: Copier/Printer	692.80
30-Aug-17	2514	300287	Radyr Rangers: Grant Assistance	1,000.00
	2515	300288	Ty Gwyn Pony Club: Grant Assistance	107.00
30-Aug-17	2516	399289	Inland Revenue: Post Office Ltd	255.60
30-Aug-17	2517	EB	DB Site Solutions: RCC-140	935.00
30-Aug-17	2518	EB	NBB Recycled Furniture: wheelchair bench	438.00
				zzz
			<b>TOTAL SPEND FOR AUGUST 2017</b>	<b>8,521.49</b>

(ii) Members received and approved banks statements from Unity Trust no's 37,34 & Nat West no's 363,364 and duly signed.

(iii) Balance of accounts & reconciliation July 2017 was received, approved and duly signed.

(iv) Financial Services Compensation Scheme Information Sheet for Unity Trust.

Council received and noted the limit protection of £75,000 per bank.

Clerk recommended that Council considers opening another bank account and/or transferring a sum to the Nat West.

(a) Resolved: Council agreed to open a new bank account

(b) Resolved: Council agreed to transfer £50k from the Unity Trust account to the Nat West account.

**89 Annual Return for Year Ended 31<sup>st</sup> March 2017 - to be tabled at the meeting, as not yet received back from BDO**

(i) Correspondence & Issues Arising Report from BDO was received and noted.

Resolved: An asset register be compiled for 2017/18

(ii) To approve and sign the Annual Return.

Resolved: Council received and approved the Annual Return

(iii) Resolved: Council noted and agreed to publish the 'Notice of Conclusion of Audit' by 30<sup>th</sup> September 2017 on our website and noticeboards.

*Cllr Rod McKerlich declares an interest in the next item and plays no part in the ensuing discussion*

**90 Financial Assistance Grants**

(i) Radyr Cricket Club

Finance Committee at their meeting on 07/09/2017 recommended that Council grant £1,000 to Radyr Cricket Club

Resolved: Council agreed to fund the sum of £1,000 to Radyr Cricket Club.

*Cllr Rod McKerlich returned to discussions.*

**91 Ty Gwyn Pony Club**

- (i) Clerk's report – the Clerks report was tabled and noted.
- (ii) Ty Gwyn Pony Club's financial assistance application form was noted  
Resolved: Council agreed to vire the remaining sum £214.25 from general reserves to grant the club £321.25 to purchase a jump.
- (iii) Special Motions Notice – this was not required, due to above resolution 91 (ii)

**92 Youth Provision Policy**

- (i) Resolved: Council agreed to review the policy
- (ii) Resolved: Council agreed that the Clerk work with Cllr H O Jones & Cllr Kevin Ullah in promoting the youth fund provision further, due to slow take up.  
Cllr Kieran Webster suggested that we look at scholarships. We could provide financial assistance to clubs so that they in turn can offer scholarship type membership to low income families. Members were keen that this be explored.

**93 Elderly Provision**

- A tender from Age Connects was received, noted and discussed.  
Resolved: Council agreed that Age Connects be appointed to develop and co-ordinate services for the older people of our area.

**94 Old Church Rooms Update**

- A verbal update in relation to a snagging list was received and noted.  
Resolved: Council agreed that another contractor be invited to finish the list of outstanding work if the builder was not going to do it, and the cost be deducted from the retention/final invoice.

**95 Insurance**

- It was noted that following additional events added to the policy, increased number of volunteers, and outdoor furniture (Ffordd Las bench, board walk and picnic table) Zurich have increased our premium by £127.36

Resolved: Council agreed the additional premium of £127.36

**96 Folding Scaffold Tower – for internal and external use**

- A quotation to the sum of £809 was received and noted  
Resolved: Council agreed, following much discussion into H&S issues, that Cllr Kevin Ullah research the proposed tower and liaise with Mr Mike Diment directly.

**97 Lift Installation**

- Resolved: Council agreed that we continue to proceed investigating this initiative, ~~if under £50k,~~ and in addition to request a disability audit on the building as a whole.

**98 Treforgan v Pentre-poeth**

- Member received and noted correspondence on this topic.  
'The local authority has the final say on which forms are officially adopted, and therefore the Commissioner's Place-names Standardization Panel would be very glad to discuss these forms with the local authority and with the Community Council. The panel would also welcome any written evidence the Community Council may be able to provide of the current use of the forms in order to come to a decision on this name and ensure that standardized forms are consistently used and recognized'. Dr Manon Davies Infrastructure and Research Officer  
Following much discussion and division, and suggestions of knocking on doors to seek the views of local people, it was agreed that members meet with Dr Manon Davies.

**99 North West Cardiff Group**

- Cllr David Suthers gave a brief overview of the group. Nominations for this group will be discussed at the next meeting.

**100 One Voice Wales Conference and AGM 30<sup>th</sup> September 2017 Royal Welsh Showground, Builth Wells 9.30am**

- (i) Members received and noted the notice
- (ii) Members received and noted the motions  
Cllr Clive Morgan would be attending and would feed back to Council.

**101 Welsh Government – Clustering: Funding to support the initial setting up of joint arrangements – received and noted**

**102 Planning Applications** – received and noted

**103 Any other business/correspondence:** Strictly with prior consultation with Chair  
WI have reported damage to their board in The Garth Storeroom, the Clerk will write to them.

**104 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:

**105 Staffing Matters**

(i) Letter of resignation had been received from Mr R Webber.

Clerk to draft up a new job description, to circulate to all members prior to going to advert. To advertise widely.

Members requested that we record our gratitude to Mr Webber for his service to the community council. Chair, Cllr Ralph Vaughan will write to him.

**Next Meeting dates were noted:**

Finance 7pm & Environment 7.45pm Committee Meetings October 5<sup>th</sup>, 2017

Ordinary Full Council Meeting 19<sup>th</sup> October 2017 7.00pm

Chairman Cllr Ralph Vaughan thanked all members for their attendance.

**Meeting closed at 9.15pm**

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