



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

The Old Church Rooms  
Park Road  
Radyr  
Cardiff  
CF15 8DF

Tel: 029 20842213

Email: clerk@radyr.wales

13<sup>th</sup> July 2018

Members of the public and press are entitled to be at the following meeting under the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Such entitlement does not however include the right to speak on any matter except when invited to speak providing that prior notice has been given to the Clerk by 12 noon on the Friday prior to the meeting.

The total period of time which is designated for public participation in accordance with our Standing Orders is at the Chairman's discretion. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 5 minutes.

Dear Chairman Cllr R Vaughan and Members of Radyr & Morganstown Community Council

I hereby give you notice that the next Ordinary Full Council Meeting of the Community Council will be held at the Old Church Rooms on **THURSDAY 19<sup>th</sup> July 2018 at 7.00pm.**

All members of the Council are summoned to attend.

The business to be transacted is set out in the agenda below.

Yours sincerely

Ceri Mortimer  
Clerk to the Council

**AGENDA**

- 1 Apologies**
- 2 Declarations of Interest**  
Councillors are 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.
- 3 Meeting adjourned: Members of the public invited to speak**
- 4 Chairman's Announcements/Reports**

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

To receive, and if approved, to confirm and sign the Minutes of the Ordinary Full Council Meeting held on **20/06/2018** (Chairman to sign)

**6 Matters Arising** (that are not on the minutes)

**7 Minutes of the Committee Meetings**

**(i) Finance Committee Meeting**

To receive, and if approved, to confirm and sign the Minutes of the Finance Committee Meeting held on **05/07/2018** Chairman & Chair of Finance to sign

**(ii) Recommendations from Finance Committee Meeting to Full Council**

Council is requested to approve items 1 and 2

1. Child Cut Outs to be placed outside Primary Schools at £131.75 each + vat. Total cost £948.60. (Committee Recommendation: This might be supported subject to a method statement from each School; this would agree a method of putting out, bringing in and storing these costly cut-outs).

**A Council resolution is required**

2. Hi vis jackets for children who walk to school, 100 for each school at a total cost of £504. R&MCC will ascertain whether Schools been approached about this and obtain our own Quotes for these. (Committee Recommendation: If the three schools (or the two Primary Schools) wanted Hi-vis jackets, R&MCC could purchase and deliver up to a 100 to each school).

**A Council resolution is required**

**8 Environment Report – July 2018**

**(i)** To receive and note Environment Report for July – Cllr H L Jones

**9 Finance**

**(i)** As noted at the Finance Committee Meeting on 5<sup>th</sup> July 2018 to receive and approve payment list for June 2018. List includes authorised cheques, bacs payments and direct debits (Chairman to sign).

**(ii)** As noted at the Finance Committee Meeting on 5<sup>th</sup> July 2018, to receive and approve balance of accounts & reconciliation as at 31<sup>st</sup> May 2018 (Chairman to sign).

**(iii)** To receive and approve balance of accounts & reconciliation as at 30<sup>th</sup> June 2018 (Chairman to sign).

**(iv)** To receive and note banks statements – any member to sign.

- Unity Trust Acc. \*\*\*\*\*326 Statement No's 50, 51, 52
- Unity Trust Acc. \*\*\*\*\*339 Statement No's 43, 44, 45, 46
- Nat West Acc. \*\*\*\*\*723 Statement No's 380,381, 382, 383, 384

**(v)** Financial Regulations 2018/19 Item 6.4

In line with our online payments, whereby two authorised signatories are required to approve BACS payments, Council is requested to amend the Financial Regulations Item 6.4 from three authorised signatories to sign cheques or orders to two authorised signatories.

**A Council resolution is required.**

**10 Financial Assistance Applications (late applications to be tabled)**

**11 County Councillor's Report**

To receive and note Cllr Rod McKerlich's written report for July 2018

- 12 Community Councillors Reports**  
To receive and note Councillors' written reports
- 13 Code of Conduct**  
Clerk to arrange training for members
- 14 Email Policy 2018/19**  
To receive and discuss proposed Email Policy  
A Council resolution is required as to whether to adopt this Email Policy for the ensuing year.
- 15 Road Safety**  
**(i)** To receive and discuss report regarding a proposal to form either a Road Safety Committee, Sub Committee to the Environment Committee or Working Group  
A Council resolution is required
- (ii) Terms of Reference**  
A Council resolution is required as to whether to adopt the Terms of Reference
- 16 Public Meetings**  
To discuss
- 17 Cleaning Contract**  
Council is requested to give delegated powers to the Clerk, Chair, Chair of the OCR Hall management Committee and one member of the OCR Hall Management Committee to select a suitable Cleaning Contractor from the tenders received.  
New cleaning contract starts on 4<sup>th</sup> September 2018.  
A Council resolution is required
- 18 Planning**  
Council is requested to approve letter of objection to Cardiff Council and developer PMG 3 Ltd regarding proposed development between the rear of Nicholson Webb Close and Blethin Close and the railway line at Danescourt.
- 19 WW1**  
To receive and note correspondence from HLF
- 20 OCR Retaining Wall Specification – to discuss**
- 21 Holiday Arrangements – to note**
- 22 Any other business/correspondence:** Strictly with prior consultation with Chair
- 23 Next Meeting dates:**
- August Recess
- Thursday 6<sup>th</sup> September 2018  
7.00pm Finance Committee  
7.45pm Environment Committee
- Thursday 20<sup>th</sup> September 2018  
7.00pm Ordinary Full Council