



Radyr & Morganstown Community Council
Cynghor Cymuned Radur a Threforgan

The Old Church Rooms
Park Road
Radyr
Cardiff
CF15 8DF

Tel: 029 20842213

Email: clerk@radyr.wales

14th September 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 20th September 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 **19/07/2018** (Chairman to sign)
- 6 Matters Arising**

7 Minutes of the Environment Committee and Report – Cllr Helen Lloyd Jones

To receive, and if approved, to confirm and sign the Minutes of the Environment Committee Meeting and accompanying report that was held on **06/09/2018**

8 Finance Committee – Cllr Rod McKerlich

(i) To receive, and if approved, to confirm and sign the Minutes of the Finance Committee Meeting held on **06/09/2018**

(ii) To receive and approve recommendations from Finance Committee Meeting:

(A) Council is requested to match fund £5,000 towards the cost of upgrading Drovers Way Playground.

A council resolution is required.

(B) In accordance with our financial regulation no '6.22. The RFO may provide petty cash to officers for the purpose of defraying operational and other expenses. Vouchers for payments made shall be forwarded to the RFO with a claim for reimbursement.

a) The RFO shall maintain a petty cash float of [£250] for the purpose of defraying operational and other expenses. Vouchers for payments made from petty cash shall be kept to substantiate the payment.

b) Income received must not be paid into the petty cash float but must be separately banked, as provided elsewhere in these regulations.

c) Payments to maintain the petty cash float shall be shown separately on the schedule of payments presented to Council under 5.2 above'.

Given the above, Council is requested to approve the following recommendations:

(i) That financial regulation 6.22 be amended, to allow for some flexibility. It is not good business and quite unreasonable to expect an officer, member or volunteer to have to pay for goods upfront from their personal account. Admittedly these instances are few and far between, but measures need to be in place alongside measures to manage risk too.

A council resolution is required

(ii) R&MCC be permitted to withdraw £250 cash in the first instance from the NatWest account for the sole purpose of the WW1 project. And up to £250 cash can be issued to the Chair of WW1 for the purpose of making purchases. Receipts are to be provided for the £250 spend (or thereabouts) prior to a further £250 cash being withdrawn and issued for this project. All other spend is to be undertaken from the office with orders and invoices and paid via bacs or business debit card.

A council resolution is required

(C) Correspondence from Cardiff Council confirming £23,435 s106 monies to be paid to the Community Council and Council to consider earmarking reserve for potential community purposes

A council resolution is required

9 Finance

(i) As noted at the Finance Committee Meeting on 6th September 2018 to receive and approve payment list for July 2018. List includes authorised cheques, bacs payments and direct debits

(ii) To receive and approve balance of accounts & reconciliation as at 31st July 2018

(iii) To receive and note Budget v Spend up to 31st July 2018

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

- Unity Trust Acc. *****326 Statement No. 53
- Unity Trust Acc. *****339 Statement No. 47
- Nat West Acc. *****723 Statement No's 385,386, 387, 388.

(v) Council is requested to approve cost of £247 to Altodigital for the provision of a separate guest Wi-Fi and sorting/tidying the cabling in the server room

A council resolution is required.

10 Annual Return Year Ended 31st March 2018

(i) To receive and approve Annual Return and notice of conclusion, which are to be displayed by 30th September 2018 for at least 14 days.

(ii) BDO Report – to receive and note report. Clerk to ensure asset register is further updated, correct powers of spend are identified as opposed to using s137 and internal audit recommendations are implemented.

11 Financial Assistance Applications (late applications to be tabled)

12 County Councillor's Report

To receive and note Cllr Rod McKerlich's written report for August / September 2018

13 Community Councillors Reports

To receive and note Councillors written reports

(i) Cllr Huw Onllwyn Jones

(ii) Cllr Keiran Webster

14 On Voice Wales - Code of Conduct Training

Paul Egan of One Voice Wales is available on 26th September and 8th, 9th, 11th 30th & 31st October 2018.

Cost of training £399 plus travel expenses.

15 One Voice Wales Membership 2018/19

Council is requested to consider renewing membership at a cost of £834

A council resolution is required

16 One voice Wales AGM – 29th September 2018 (Cllr RV is representative on this committee) Cllr C Morgan.

17 School Liaison Representative

To note Mrs Sue Mckerlich has stood down as representative on this committee and Cllr Helen Lloyd Jones to take her place.

18 School Literary Competition

To note Mrs Sue Mckerlich will cease to organise the school literary competition but will draw up with the Assistant Clerk guidelines and timeline should the schools wish to continue with the project.

19 Use of title Councillor

To receive and discuss

20 Old Church Rooms

To receive update, including projects for progressing
Council resolutions are required

21 Road Safety

Proposals for Council to consider:

(i) By special motion, Council resolves to rescind the formation of a Road Safety Advisory Sub-Committee and resolves to form a Road Safety Advisory Working Group (see Terms of Reference)

(ii) Council resolves to (recommend that the Chair) determine(s) the Terms of Reference of the Road Safety Advisory Working Group, as tabled 21 (a).

(a) Terms of Reference

(iii) Council resolves to allocate funds to send up to 6 members of the Road Safety Advisory Working Group, or other interested Community Councillors, as delegates to the 20's Plenty for Us – 9th annual conference 2nd October 2018 Glamorgan County Cricket Ground, hosted by Cardiff Council.

(iv) Council resolves to support all necessary Road Safety improvements, for all pedestrians and cyclists along the whole length of Ty Nant Road / Heol Isaf. Council resolves to support Road Safety improvements, for all pedestrians and cyclists on other roads in Radyr and Morganstown, where necessary.

22 Drover's Way Playground Update

23 WW1

(i) To note HLF have granted 100% of grant request of £8,800

(ii) Remembrance Sunday 11th November 2018

To receive and note letter from Hon. Local Organiser for Royal British Legion re: wreath laying arrangements. Consider 2 x wreaths, for the Chair and Chair of WW1

Cost of wreath: £25

24 Pantomime – Wednesday 19th December 6.30pm at OCR

Council to confirm whether they want to host again this year at a cost of £605

25 Christmas Fayre 7th December 2018

Council to consider a stall again this year, and members required to front it.

26 The County Council of the City and County of Cardiff Definitive MAP (Radyr no.57) Modification Order 2018

To receive and note. Objections to the modification to be received by CCC no later than 23rd October 2018

27 Any other business/correspondence: Strictly with prior consultation with Chair

28 Next Meeting dates:

Thursday 4th October 2018

7.00pm Environment Committee

29 Exclusion of Press and public

30 Staffing Matters

Due to the clerk's resignation, council is requested to consider the attached.