



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

The Old Church Rooms  
Park Road  
Radyr  
Cardiff CF15 8DF

Tel: 02920 842213  
Email: [assistantclerk@radyr.wales](mailto:assistantclerk@radyr.wales)

18 May 2026

Members of the public and press are entitled to attend meetings of Radyr & Morganstown Community Council in person or via remote means 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. Members of the public may attend in person or remotely.

Members of the press or public wishing to access the remote meeting below should contact the Clerk no later than 1:00pm on the day of the meeting to request the Zoom link and passcode to join the meeting. Please email the Clerk at the following address: [clerk@radyr.wales](mailto:clerk@radyr.wales).

Dear Members of Radyr & Morganstown Community Council

I hereby give you notice that an **AGM** of the Community Council will be held on **Thursday 21 May 2026 at 6:30pm**. The meeting will be held at the above address and will be available remotely via Zoom. All Members of the Council are summoned to attend. The business to be transacted is set out in the agenda below.

Yours sincerely

Esther Winter  
Senior Clerk to the Council Radyr & Morganstown Community Council/  
Uwch Clerc y Cyngor Cymuned Radur a Threforgan  
(Proper Officer / Swyddog Priodol)

## **AGENDA**

### **1. Apologies for absence**

To be submitted in writing to the Clerk in advance.

### **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 the Clerk.

### **3. Method of Voting**

To confirm that the manner of any voting at this meeting and any subsequent meetings will be by show of hands and calling each name alphabetically with a response of "for" or "against" or "abstain."

### **4. Confirmation of Chair and Vice Chair Announcements**

To confirm April Full Council Minutes of Chair and Vice Chair.

### **5. Members of the public invited to speak**

### **6. Review of Committees and working groups**

To consider the attached document

- Finance Committee
- Environment and Regeneration Committee
- Planning Committee
- Employment and Allowances Committee
- Publicity and Communications Committee
- Youth Engagement Working Group
- Old Church Rooms Management Board

### **7. Membership of Committees, Working Groups and External Bodies**

To consider councillors preferences.

**8. Annual Report**

To consider the attached

**9. Internal Auditor**

To confirm the appointment of BPU Chartered Accountants as the Council's internal auditor.

**10. Review and adoption of Standing Orders**

To consider the attached

**11. Code of Conduct**

To consider the attached

**12. Review and adoption of Finance Regulations for 2026/27**

To consider the attached

**13. Terms of Reference for Committees and Working Groups.**

To consider the attached

**14. Bank Signatories: Unity Trust Bank**

To confirm the following:

Councillors Julia Charles, Vina Patel, David Silver, and Tyrone Davies for on-line banking. Presently Julie Thomas (to be removed after 28<sup>th</sup> May 2026).

Samantha Rees can access clerk duties on Unity Trust.

Esther Winter to be added.

To agree to add two more on-line authorisers.

**Bank Signatories: Barclays Bank**

To confirm the following:

Councillors Julia Charles, David Silver, Allan Cook, and Tyrone Davies.

Presently Julie Thomas (to be removed after 28<sup>th</sup> May 2026)

Samantha Rees and Esther Winter to be added.

**15. Cheque signatories Unity Trust Bank**

To confirm the following:

Councillors Julia Charles, Tyrone Davies, Huw Onllwyn Jones, David Silver and Vina Patel  
(Any two to sign).

**16. Fixed Asset Register & Risk Assessment Register**

To consider the attached

**17. Review of arrangements with Other Bodies**

To confirm membership of One Voice Wales and payment of £1,406.00

**18. Review of Complaints Procedure & Model Local Resolution Protocol**

To consider the attached

**19. Review of Council Policies and Practices on Freedom of Information**

To consider the attached

**20. Review of Press/Social Media, Communications Strategy and Policies**

To consider the attached

**21. Review of Policies and Procedures**

To be reviewed periodically throughout the year.

- Anti-Harassment and Bullying Policy
- Capability Procedure
- Disciplinary Procedure
- Disciplinary Rules
- Equality and Diversity Policy
- Grievance Procedure
- Pay Policy
- Sickness Absence Policy and Procedure
- Special Leave of Absence Policy
- Stress Management Policy
- Staff Appraisal Scheme
- Dignity at work
- Safeguarding Policy

## **22. Review of other Council policies and procedures**

The following policies and procedures to be reviewed for any amendments, and approved at the Full Council meetings during the coming year:

- Anti-Bribery, Fraud and Corruption Policy
- Email Policy
- The Good Councillors Guide
- Guidance – Use of the title ‘Councillor’
- Retention Policy
- Welsh Language Scheme (amendment: At present the Council has one Welsh speaking member of staff.”)
- Youth Provision – To be developed
- Training Plan – adopted Oct 2024 – ongoing
- Whistleblowing

## **23. Dates and times of Full Council and Committee Meetings in 2026/27**

To consider the attached

Next Meeting Full Council 21<sup>st</sup> May 2026 7:00pm