



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Notes of a Meeting of the Old Church Rooms (OCR) Board on Monday 29 June 2026.

The meeting was held in person.

These notes are subject to confirmation at the meeting to be held on 7 September 2026.

Any recommendations below will be submitted to the Council on 23 July 2026.

Present: Cllr Huw Onllwyn-Jones (OCR Board Chair), Julia Charles (Chair of the Council), Allan Cook

Also in attendance: Esther Winter – Senior Clerk

Absent: Cllr Joanna Holms

Agenda Item	Discussion points	Action	Person/ dates
OCR 26/01 Apologies for Absence	Apologies for absence – none received		
OCR 26/02 Minutes of 9 March 2026	The Notes of the meeting held on the 9 March 2026 were discussed and approved.		
OCR 26/03 OCR Improvements Schedule	Cllr Onllwyn-Jones and Charles completed a walk around of OCR to create a new schedule of works to be complied with Traffic light priority system. Redevelopment plans to be referred back to Full Council to discuss if future development plans are wanted by all council members.	New Schedule of works to be completed Lotto fund research to be done.	Cllr Onllwyn -Jones Clerk
OCR 26/04 Bell Tower	Works to be done 16 July 2026. Hopefully will resolve the leak issue.		
OCR 26/05 Social Media Adverts	Proposed to be Bilingual and agreed to be put into schools in September.	Bilingual translations to be made New Radyr Map to be printed in A3 fixable onto metal sign on Station Road	Cllr Onllwyn -Jones Clerk
OCR 26/06 Room Rate reduction	Proposed that if a charity is offering a free service to the community, we offer hire free of charge. November review of costs and charges.	Payment Policy to be drafted	Clerk

		Exercise in Users/prospective users of OCR	Asst Clerk
OCR 26/07 Boiler Service	Boiler Service to be completed in August 2026	Service to be booked in August 2026	Clerk
OCR 26/08 Fire Safety Risk Assessment July 2026	Fire Safety Risk Assessment July 2026 to be booked in	Assessment being completed 14 July 2026	Clerk
OCR 26/09 PAT Testing January 2027	PAT testing to be completed in January 2027	PAT testing to be arranged for January 2027	Clerk
OCR 26/10 Fire Extinguisher and Fire Alarm Service November 2026	Fire Alarm service and Fire Extinguisher service to be arranged	Service to be booked in with regular company	Clerk
OCR 26/11 Cook Stars Partial Refund	Partial refund requested from regular client was prevented from fulfilling full lesson	Recommended that refund for the morning session is issued Sign to be put up to ensure it will not happen again.	Clerk Karl/Clerk
OCR 26/12 Welsh Blood Service – OCR hosting sessions	Welsh Blood Service enquired regarding hosting a donation session	Invite the coordinator to come and view the space	Clerk
OCR 26/13 Food Bank Donation drop off	Not necessary as Methodist church already collect		
OCR 26/14 Morganstown Village Hall	Scribe system – investigations into adding Morganstown Village Hall bookings. OCR Board happy to discuss with Morganstown Village Hall Trustees	Investigations into possibility to managing the bookings	Clerk
OCR 26/15 Security Camera issue	Small issue with one camera over the side door. Proposed to get investigation into fault	Security Camera company to be contacted for further investigation	Clerk
OCR 26/16 Legionella Test July 2026	Legionella test due to be booked	6 monthly check to be booked in July 2026	Clerk/Asst Clerk

The meeting ended at 11.38 am