



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

**Summary (Notes) of a MEETING of the PUBLICITY & COMMUNICATIONS COMMITTEE
held on 4 April at 6:00 pm**

**This meeting was held at the Old Church Rooms, Park Road, Radyr, Cardiff and
remotely in accordance with the Local Government and Elections (Wales) Act 2021**

These minutes are subject to confirmation at the meeting to be held on 6 June 2024

Any recommendations below will be submitted to the Council on 18 April 2024

Present: Councillors David Sliver (Chairman), Julia Charles, Tyrone Davies, Vina Patel,
Allan Cook, Iona Shariff (in person)

No public participation session took place at the meeting.

1. Apologies for Absence

None

2. Declarations of Interest

Members were asked to declare any personal and/or prejudicial interest they had and give details of their interest. None were made.

3. Members of the Public Invited to Speak

No members of the public were present.

4. Minutes of the previous meeting 4 January 2024

The Minutes of the meeting held on 4 January were confirmed as a correct record. The Minutes were signed by the Chair of the Publicity & Communications Committee.

5. Work Programme

- (i) **Website:** Cllr David Silver confirmed that he and the Assistant Clerk had now had training on how to upload material onto the Website. The Assistant Clerk is adding all the legally required documents. The Committee agreed that no one person should be allowed to upload items to the new website. It should be agreed by at least two members of the Committee. When a new clerk is appointed, they would be fully trained to add items to the Site, as this was proving impossible at present.
- (ii) **Social media:** Whilst the website has been sparsely used for communication, (notably the pack for the new clerk's role) around 30 items had been posted or reposted on X (Twitter) this year. Once a new clerk is in place the committee will review setting up a Facebook and Instagram account.

- (iii) **E-mail addresses for members:** This will be reviewed at the next meeting of the committee.
- (iv) **50th Anniversary Celebrations:** Cllr Tyrone Davies reported that the arrangements for the Reception on Saturday 27th April were going well.
- (v) **Old Website:** The Ombudsman case has now been settled and it was agreed that Cllr Huw O Jones would be asked again to close down the previous Weebly Website. If Cllr Jones did not do by the April Full Council meeting, at which these Minutes would be ratified, the Council would seek legal advice.
- (vi) **Map of Radyr & Morganstown:** Cllr Helen Lloyd Jones had been working hard to finalise the latest version of the street map of Radyr and Morganstown, for which the Committee were grateful. She had hoped to get it ready for distribution in the April Chain. She thought she might be able to organise an ad hoc distribution. The Committee felt that it should be distributed via the Chain to ensure the maximum coverage. Cllr Allan Cook agreed to arrange for the map to be distributed in the June edition of the Chain. He pointed out that there would be a charge.
- (vii) **50th Exhibition:** Cllr Allan Cook agreed to prepare an exhibition to go in the foyer to celebrate 50 years of the Community Council. It would go up on Saturday 27th April and stay up for the duration of the May Festival.

6. Dates of future meetings

It was **Recommended** that a meeting of the committee is held on 6 June 2024 at 5.45 pm on a hybrid basis with physical provision having regard to statutory considerations and Guidance (Local Government and Elections (Wales) Act 2021.)

The meeting closed at 7.02 pm.

SIGNED

CHAIRMAN PUBLICITY AND COMMUNICATIONS COMMITTEE