

OLD ST. MELLONS COMMUNITY COUNCIL

Agenda for virtually held meeting at 6pm on
Thursday 10th February 2022

1. **Apologies for absence & acceptance (1 min)**
2. **Declaration of interests (1 min)**
3. **Minutes – to approve as a correct record of the minutes of the meeting held on 13th January 2022 (5 min)**
4. **Matters arising from the minutes of 13th January 2022 (15 min)**
 - 4.1 Staff – salary review
 - 4.2 Village Hall Risk Assessment – working party to carry this out
 - 4.3 WIFI update
 - 4.4 Notice board – Arcon House - update
 - 4.5 Tree Survey – update
 - 4.6 Grass Cutting contract
 - 4.7 Jubilee celebrations
 - 4.8 Caretaker tools
 - 4.9 Fire inspection
5. **Local Residents (15 min) – web link available on request if meeting held via Zoom**

Under Standing Order 64 the meeting may be adjourned for up to fifteen minutes for a public session. Each member of the public may speak only once and may express observations only. Members of the Council should not enter into any discussion. The Chair may limit an individual's speech to provide equal opportunity to all members of the public.
6. **Finance (15 min)**

(RFO to present financial report)

 - 6.1 To approve the RFO's & Clerk's expenses – Jan
 - 6.2 To approve the Clerks and RFO's OT – Jan
 - 6.3 Tennis Club Bank Account - New Mandate update
 - 6.4 Gas boiler annual service due - renewal from £85
 - 6.5 New notice board Arcon House supply and fit £200
 - 6.6 To review and approve amended budget lines following 2021-22 Q3 spending review
7. **Annual Planner (10 min)**
 - 7.1 Fixed Asset Register - update
 - 7.2 Village Hall, St. Edeyrn's, Playing Field, grass cutting contract
 - 7.3 Book Boiler & Gas Safety check – see 6.4
 - 7.4 Financial review - Review income and expenditure
 - 7.5 Review Village Hall and Grounds Risk Assessment
8. **Policies & Procedures (10 min)**
 - 8.1 Review Freedom of Information Act
 - 8.2 Review OSMCC Publication Scheme
 - 8.3 Review Standing Orders
 - 8.4 Review Financial Regulations
 - 8.5 Review Fire Risk Assessment
 - 8.6 Review Health & Safety Policy
 - 8.7 Review Asset Register
9. **OSMCC Tennis Club (10 min)**
 - 9.1 Club Spark - LTA registration update
10. **Pavilion Working Party (DR, RJ, JW, DM, DS, JC, AB) (10 min)**
11. **Police Matters (5 min)**
12. **Planning (5 min)**

Footpath: Llanedeyrn No. 13, Cardiff) Diversion Order 2022
13. **One Voice Wales (RJ) (5 min)**

Email re Green network
14. **St. Mellons Primary CiW School (5 min)**
15. **St. Edeyrn's Church (RJ, JW, DR AB) (5 min)**
16. **St. Edeyrn's Village (5 min)**
17. **Village Hall Working Party (DS, RJ, GH) (10 min)**
18. **Playing Field Working Party (DM, DS, AB, JS) (5 min)**
19. **Correspondence (5 min)**
20. **Items for next meeting (2 min)**



Mrs N Evelyn-Gauci
Clerk to the Old St. Mellons Community Council