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| **MARSHFIELD COMMUNITY COUNCIL**   Minutes of the Council meeting held on 10th February 2015 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 8:00 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Alan Chase (Chairman)  Mr Anthony Quilter  Mrs Linda Southworth-Stevens  Mr James Rowlands  Mr David Collingbourne  Mr Geoff Stockham  Mr Joel Williams  Mr Cenydd Edwards  Mr Mike Woods  Mr Adam Rowbotham  Apologies: Newport City Councillors Richard White and Tom Suller (meeting)  In attendance: 3 members of public, G C Thomas (Clerk).  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council meeting held on 13th January were agreed to be a true record and signed by the Chairman after the following changes:  **108 Welsh Hearts** - ….The Council agreed to spend £1400 for Welsh Hearts to provide a defibrillator, preferably to be located at Marshfield Village Hall and to pay the resulting installation costs which are not part of Welsh Hearts’ package. *Members considered other suitable locations for defibrillators within the community and also considered approaching local businesses for funding should the need arise.*  **113a) Precept & Concurrent Allocation 2015/16 -** **…**The Council agreed, *by four votes to three,* to hold the precept at £15 which will produce an income of £22530.  **122. Declaration of Interests**  No interests were declared.  **123. Resignation**  a) The Council received the resignation from the Council of Councillor Victoria Maud and declared a vacancy. The Clerk was asked to arrange the required notices to advertise the vacancy.  Members wished to thank Councillor Maud for the work she had carried out on behalf of the Council since her election in 2012 and to wish her well for the future.  b) Planning Committee – The Council agreed that Councillor Linda Southworth-Stevens will be Chairperson and Councillor Joel Williams Vice-Chairperson of the Planning Committee.  **124. Leisure Facilities**  a) – Multi Use Games Area/Sports Pitch – Councillor James Rowlands told the Council that he considered there are now to be two stages to follow, firstly, to obtain the necessary planning permission and secondly, to enter the process to award a contract. Councillor Rowlands had obtained quotes and a design from HAGS SMP and had invited the company to present the details to the Council during its meeting on 10th March.  The Chairman invited a member of public who lives close to the Village Hall to speak. The member of public gave his objections to the construction of a multi-use games area. These included development on the main open space in Marshfield, inadequate access roads, inadequate parking and a general question of the need for this type of facility.  The matter was discussed among Members and members of public present following which, the Chairman agreed that the Council will consider the position.  b) Village Hall Extension – Councillor Geoff Stockham had viewed the planning application for the extension. He felt that the facility should be more integrated into the community and recommended that the Village Hall Management Committee consider the energy advice service recently offered and look at obtaining finance from the Rural Development Programme based on providing opportunities that matched their priorities, such as IT training. Councillor Stockham asked for guidance on the points that he should take back to the Village Hall Management Committee.  The Chairman permitted a member of public who lives close to the Hall to speak when he gave his opinion that the proposed extension is unreasonably large and expensive.  The Chairman proposed a meeting with the Village Hall Management Committee to ensure that the plan provided a needed facility and was value for money.  **125. PLANNING MATTERS**  a) The Community Council has no observations to make for the following applications:  **MCC 777 – Conex 14/1277 -Full**  **Proposal:** Proposed Ménage.  **Site:** Land Adjacent and west of St Albans, 92 St Mellons Road, Marshfield.  **MCC 778 – Conex 14/1288 – Full**  **Proposal:** Extension and conversion of detached garage into granny flat.  **Site:** Ty Carreg, 133a Marshfield Road, Marshfield CF3 2TU.  **MCC 779 – Conex 15/0052 – Full**  **Proposal**: Erection of two storey extension.  **Site:** 16 Blacktown Gardens, Marshfield.  **MCC 780 – Conex 15/0053 –Full**  **Proposal:** Erection of a single storey rear extension.  **Site:** 83 The Meadows, Marshfield, CF3 2DY  *(Councillors Collingbourne and Edwards left the meeting)*  **b) MCC 723 (Amendment) – Conex 13/0541 – Outline**  **Proposal:**Construction of 7 No. affordable residential units, strategic access and associated works including demolition of existing factory affecting public right of way 399/132  **Site:** Packing Station 30b, Marshfield Road, CF3 2UW  The Council agree to reiterate its comments for the first application and passed the matter to the Planning Committee Chairperson to check on the relationship of the site with the current LDP and formulate a final response in time to meet the deadline for replies to Newport CC.  Response to the first application:  *The current infrastructure of Marshfield and Castleton does not support further housing development.*  *This infrastructure includes but is not limited to:*   * *Marshfield Road which is unsuitable for current traffic capacity, particularly around school times.* * *School admission numbers for Marshfield Primary School and Bassaleg High School.* * *Limited village amenities and leisure facilities including the lack of a doctor’s surgery*   *An additional concern is the reallocation of the only potential employment land in Marshfield and Castleton.*  Additional comments added after the Council meeting:  ***1. The public footpath running alongside the perimeter fence boarders onto a reen that has a well-established hedge and mature trees.  Earth moving on the site could well damage these.***  ***2.  The access road would need to be upgraded for any developments.  The ownership of the access road is unknown, and any work in its upgrade could prove problematic.***  ***3. Newport CC LDP has identified sufficient housing stock until at least 2020.  Consequently additional affordable build is not required.***  **c) Church Farm Trackways** – The Chairman permitted a member of public to speak about the ongoing planning application for the retention of work carried out. The Clerk noted a recent e-mail from the executor of the estate that included the land in question. The Community Council had been told by the planning officer that there were on-going issues over the ownership of the site which she was hopeful would be resolved soon.  Councillor Rowbotham agreed to check on this matter.  **MATTERS ARISING FROM THE LAST MEETING**  **126. Welsh Hearts (Min 108)**  Councillor Stockham agreed to arrange to meet with the Village Hall Management Committee to discuss the details of siting a defibrillator at the Village Hall.  **127. Marshfield Action Group – Street Cleanliness (Min 109)**  The Clerk reported that he had sent letters composed jointly with Marshfield Action Group to Newport City Council and Wastesavers and received replies making the following points:   * Newport CC does not have the equipment to install covert cameras in the area; however, Natural Resources Wales did place four cameras on the Levels for three months, the maximum time allowed by the Court, when no offences were recorded. * There are no plans for the Community Safety Wardens to visit the area at a specific time or day although they do patrol on a regular basis and would issue a fixed penalty notice, if appropriate. * A copy of the west area street cleansing schedule was provided. * Newport CC Streetscene will need to agree the format and location of any signs to be erected on the highway but are willing to co-operate with costings for production and installation. * Newport CC will write to farms and stables on Church Lane and Ty Mawr Road and the public house and church on St Mellons Road to seek information on the source of littering. Action can only be taken if witnesses will identify the person on foot or provide a vehicle registration number and be willing to make a statement under the Criminal Justice Act and give evidence in Court, if required. However, NCC encourage reporting even if no action can be taken. * St Mellons Business Park falls under the remit of Cardiff City Council and a copy of our letter will be passed to them. * Newport CC work very closely with Keep Wales Tidy and were possible local schools. Primary schools are invited to attend eco week, run by the authority covering environmental issues. Comprehensive schools find it more difficult to participate but NCC will contact the head teacher of Bassaleg School. * The CEO of Wastesavers agreed to look into the points made and asked for more information. They are willing to attend a community event.   128. Potential Safe Routes in Communities Scheme (Min 117)  Councillor Chase reported that he had contacted the head teacher of Marshfield Primary School who is keen to meet, although no date has been set. He has been told of Rotary Club initiatives that could assist the school.  129. New Residents Introduction (Min 118)  Councillor Chase told Members that the letter had been prepared and will be delivered in due course.  The Clerk reported that One Voice Wales had advised that the Council must apply to Newport City Council for agreement to change the name of the Council. Members agreed not to do this but to add a strapline under the name Marshfield Community Council which reads – ‘Serving the Communities of Castleton and Marshfield’.  130. Leader Programme: Local Development Strategy for Newport (Min 119a)  Councillor Stockham highlighted the relevance of Village Hall energy and potential I.T. training and facilities that could qualify for grants from this source. Councillor Stockham agreed to look into the details of this funding.  131. Cardiff Conservation Volunteers (Min 119c)  Councillor Southworth-Stevens has booked CCV and will contact Newport CC to discuss footpaths that would benefit from maintenance and will be a suitable project for CCV.  **132. FINANCIAL MATTERS**  a) Concurrent Functions Allocation  The Council received a letter from Newport City Council’s Democratic Services Section concerning the review of concurrent functions allocation which was discussed at the December liaison meeting. A schedule of proposed options for deciding on the allocation was attached and the Community Council was asked to provide its preferred options in order of preference.  Members agreed that the order of preference is to 1) allocate based on tax base, 2) allocate based on population, 3) allocate based on precept.  b) Governance and Accountability for Local Councils in Wales – Practitioner’s Guide  The Clerk drew the Council’s attention to the Practitioner’s Guide 2011 which had been amended in December 2014. The Clerk highlighted the Council’s responsibility to carry out an annual review, the results of which should be included in the Annual Governance Statement involving the external auditor. The review cannot be delegated to the Clerk or to internal audit but could be done by a small working party.  Members agreed that the Chairman and Vice-Chairman should carry out the annual review and report the results to the full Council in time for it to consider the Annual Governance Statement.  c) Village Hall Grounds Maintenance Contract 2015-16  Newport City Council wrote to invite the Council to renew the grounds maintenance contract for the Marshfield Village Hall grounds at a cost of £3035.52+VAT.  Members noted an alternative quote from Countrywide Grounds and the recommendations of the Chairman of the Village Hall Management Committee and decided to assist the Village Hall by renewing the contract with Newport City Council.  d) One Voice Wales Membership  One Voice Wales invited the Council to renew its subscription for 2015-16 at a cost of £320. Members agreed to renew the membership.  e) Cheques  101441 G Thomas – Salary January 2015 (net) £ 273.73  101442 G Thomas – Internet connection reimbursement - January £ 18.00  101443 HMRC – PAYE January £ 68.40  101444 One Voice Wales - Annual Membership 2015-16 (Min 132d) £ 320.00  **133. CORRESPONDENCE**  a) Green Valleys CIC – Resource Efficient Wales  One Voice Wales forwarded a message sent by the Community Project Manager of Green Valleys CIC who explained the details of Resource Efficient Wales (REW) – Domestic and Community Advice provided through the Severn Wye Agency for Monmouthshire and Newport.  Green Valleys CIC is able to offer surveys of community buildings (and land) with a view to developing and implementing actions plans for reduced energy and water use. They are also keen to see if they can deliver energy savings to groups of individual households. These could be residents of the same terrace, flats or estate – or indeed any number of householders across a village. Community Councils will be key to getting the word out and hopefully helping coordinate the local residents into achieving these benefits. They will work with groups to develop any number of ideas.  Members noted the information.  b) Public Service Ombudsman for Wales  The Council received details of a consultation being undertaken by the Finance Committee of the National Assembly for Wales which is holding an inquiry into Consideration of Powers: Public Service Ombudsman for Wales.  Members agreed to consider any proposed response to the consultation and asked for the matter to be placed on the agenda for the next meeting.  **ANY OTHER BUSINESS**  134. Council Logo  Councillor Chase told Members that he had met with a local graphic artist who had agreed to produce examples of a logo that could be used by the Council.  135. Council Members Names and Addresses  The Clerk agreed to circulate the names and addresses of current Council Members to all Members, including a telephone number for internal contact, where provided.  136 Allotments  Councillor Quilter told the Council that the new raised beds have all been let and new gates to the Marshfield Road entrance are hoped to be installed next week.  **Meeting ended 22:30** | | **Action**  **GT**  **AC**  **L-SS**  **AR**  **GS**  **AC/JW**  **AC**  **GT**  **GS**  **L-SS**  **GT**  **AC/**  **MW**  **£**  **All**  **GT** |
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