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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 11th July 2017 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present:  Mrs Catherine Grady (Chair)  Mr Mike Rigby  Mrs Linda Southworth-Stevens  Mrs Susan Davies  Mrs Lisa Clark  Mr Geoff Stockham  Mrs Carol-Anne Heaven    Apologies: Mr Mathew Taylor (holiday), Dr Phil Coles (family matter)  In attendance: 1 member of public, Mr David Schofield & Mr Tim Hart (Keep Us Rural Ltd), G C Thomas (Clerk)  The minutes of the Council Meeting held on 13th June 2017 were agreed to be a true record and signed by the Chair.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_  **42. DECLARATION OF INTERESTS**  No interests were declared.  **43. POLICE E MATTERS**  a) Monthly Police Report  The Council had received a report of activities during June. Councillor Grady reviewed the report and noted that statistics were not being compared with the previous month.  ***The Council agreed to ask for this information to be included in future reports.***  b) Parking in Bus Stop  ***Councillor Rigby pointed out the difficulties caused by cars parking in the bus stop on the A48, near Berryhill Cottage, and proposed that the police be asked to monitor the site and take appropriate action. The Council resolved to agree to this proposal.***  **44. COUNCIL VACANCIES**  No one was in attendance concerning the two vacancies that remained following the May election and the third vacancy following resignation, so the matter was postponed until the next meeting.    **45. KEEP US RURAL**  The Chair welcomed Mr David Schofield and Mr Tim Hart of Keep Us Rural Ltd. They explained the history of the group and its aims and asked if a donation could be made to the group to help with its work, in a similar way to the donation it had received from Michaelston-y- Fedw Community Council. Reference was made to the latest proposal for a solar farm development in the Llanwern area of Newport.  Councillor Grady thanked the representatives for attending the meeting and said the request for a donation would be considered later in the meeting.  **46. PUBLIC PARTICIPATION**  a) Cement Mixer  A member of public referred to an incident that occurred on Friday 7th July, when a cement mixer emptied its contents into the street drains in Pentwyn Terrace. Newport City Council had been informed immediately and the incident logged but no one attended until Monday and there are fears the drains will be blocked by the cement.  b) Traffic Speeding Marshfield Road  Concerns were raised about large lorries speeding along Marshfield Road.  c) Hedgerow and Fencing Pentwyn Terrace  A member of public asked about maintenance of hedgerows and fencing in Pentwyn Terrace.  **47. UPDATE ON X16 BUS SERVICE**  Councillor Rigby told the Council that he and Councillor Taylor had met with Mr Richard Cope, the lead for transport services in Newport City Council on 3rd July. A summary of the meeting provided by Councillor Taylor explained that notice had not been given on the X16 service and it is likely that due to the issues raised by the Council and residents, the service will remain in place until the end of the running contract in March 2018. After this it will not be retendered. Newport CC are still looking into ways to provide a regular adequate transport service for Marshfield and will work with the community in doing that. A resident’s survey that had been arranged by Councillor Taylor will be provided to Newport City Council to assist in the process.  **MATTERS ARISING FROM THE LAST MEETING**  48. Road Safety A48 Castleton (Min 21a)  Councillor Grady told the Council about further incidents occurring on the A48 at Castleton.  49. Parking Pentwyn Terrace (Min 23)  The Clerk reported receipt of an email from Newport City Homes which included a plan of Bakers Court parking areas which are available on a first come first served basis. If any motor vehicles are parking in such a way to cause obstruction, this will be reportable to the police.  50. Traffic Management Marshfield Village Hall Grounds (Min 25)  The Clerk reported that he had written to the Village Hall Management Committee.  Councillor Stockham had discussed the matter with the VHMC when members of the Cobra Model Car user group were also present. The group had explained that they had two disabled members who had difficulty accessing the field. An idea was put forward to quarantine a parking area near the field gate on St Mellons Road and this is being explored. The next group meet will revert to parking in the Wellfield Road entrance car park and use the main field for their model car activities.  The group’s container is to be moved but first, alternative storage has to be arranged.  51. The Barn, Mill Lane, Castleton  Councillor Southworth-Stevens told the Council she had spoken to Newport CC and had composed a letter for the Council to send to Newport C. C.  52. Pentwyn Terrace Fence (Min 28)  The Council reported an email from Newport City Homes which advised that their estates team are looking in to the reported fencing matters.  53. Speeding A48 Castleton (Min 29)  Councillor Grady noted that nothing had been done yet to cut back overgrowth obscuring signs.  54. Request for a Donation Towards Community Events (Min 30)  Councillor Stockham had not spoken to Mrs Sykes.  55. Village Hall Car Park and Patio (Min 32b)  Councillor Stockham had not met with Border Surfacing as the contractor had been busy.  The Clerk reported that the unsuccessful companies had been informed of the decision.  56. Planters (Min 32e)  Councillor Heaven had spoken to Mr Phil Thomas of Greenmoor Nurseries who had agreed to continue his sponsorship. The Council heard that plants had been placed in the planters on A48 and St Mellons Road but more were needed for the planters at Groes Corner and the Village Hall. Councillor Heaven agreed to ask about these.  57. Cardiff Conservation Volunteers (Min 33)  Councillor Southworth-Stevens told the Council that she is likely to meet with CCV around October to discuss the work for their visit.  58. Village Hall Grounds Drainage Ditches (Min 34a)  Councillor Stockham reported that this work would be scheduled for some time after 24th July.  59. Multi-Use Games Area (Min 34b)  The Clerk reported that the last agreed payment had been sent to HAGS-SMP with a letter providing reasons for holding back £1841.67+VAT. The company had responded rejecting the claims on the basis that the work is not re-measurable and asked for full settlement. A further letter had been sent by the Council clarifying the reasons and asked for satisfactory completion of reinstatement work and justification for a bad access charge which did not appear to be necessary. No reply had been received to date.  The local Key Accounts Manager had been contacted to expedite the delivery of parts missing from the tennis nets.  A site inspection and maintenance pack had been received in DVD format, as part of the company’s green policy. The files had been copied and distributed electronically to the Leisure Working Party.  **60. FINANCIAL MATTERS**  a) Update on Payments & Receipts for 2017/18  The Council received an update on payments and receipts and a bank reconciliation that had been prepared by the Clerk.  b) Keep Us Rural Ltd Donation Request  *(Councillor Stockham declared an interest as he is a member of Keep Us Rural Ltd. As the amounts involved were likely to be below £500 Councillor Stockham wished to claim exemption from the Code of Conduct requirement and opted to remain in Council and add information about the request but not to vote on the decision).*  *The Council discussed the details of the request.*  ***Councillor Rigby proposed that the matter be put to the Finance and General Purposes Committee to consider whether a donation should be made to Keep Us Rural Ltd and, if so, how much should be donated. The Committee should then make a recommendation to full Council for a decision.***  ***The Council resolved to agree to this proposal and to arrange a special Council meeting for 27th July to deal with the Committee’s recommendations.***  c) Litter Pick Expenses  Mrs Caroline Antoniou provided details of the cost of providing refreshments, black bags etc used in the recent community litter pick and requested reimbursement of the £50.56 spent on these items.  ***The Council agreed to reimburse the costs and wished to record a big thank you to the groups such as Scouts, Guides and other members of the community for their wonderful help in collecting 50 bags of litter around Marshfield.***  d) Postage, Stamps, Etc.  The Clerk requested reimbursement of £109.67 for the cost of stamps, printing and other stationery purchased for Council use between January and July 2017.  ***The Council agreed to reimburse these costs.***  e) Invoices  The Council agreed to pay the following invoices:  Newport City Council – Village Hall Grounds Maintenance for period1/4/17-30/6/17 - £910.66  f) Cheques  101676 G Thomas – Salary June (net) 443.17  101677 HMRC – PAYE June 110.80  101678 G Thomas – Internet connection June 18.00  101679 Newport City Council – V Hall grounds maintenance (Min 60e) 910.66  101680 G Thomas – Internet connection July 18.00  101681 G Thomas – Salary July (net) 443.17  101682 HMRC – PAYE July 110.80  101683 Caroline Antoniou – Litter pick expenses reimbursement (Min 60c) 50.56  101684 G Thomas – Stamps, printing, stationery (Min 60d) 109.67  **61. PLANNING MATTERS**  **a) *The Council confirmed that it has no comments to pass to Newport City Council on the following planning applications. Councillor Sue Davies had received a letter concerning the proposed variation of condition for application MCC 848. The Council noted the points made and the letter was handed to Councillor Southworth-Stevens to forward to Newport City Council for their information.***  ***MCC 847 – Conex 17/0430 - Full***  ***Proposal:*** *New entrance porch to principle elevation and single storey extension to rear.*  ***Site****: 4 Channel View, Castleton, CF3 2UP.*  ***MCC 848 – Conex17/0439 – Variation of Condition***  ***Proposal:*** *Variation of Condition 01 (Use of Site) 03 (Motor Salvage Operation) 04 (Number of Salvaged Vehicles) of planning permission 11/1338 for mixed use of the site to include existing B2 use to remain combined with motor salvage use increased number of salvaged vehicles sought from 15 to 40.*  ***Site****: Pen-y-Waun Farm, Ty Mawr Lane, Cardiff, CF3 2YF.*  ***MCC 849 – Conex 17/0448 – TPO***  ***Proposal****: Reduction of limbs by 30 percent and raising of hanging branches to a height of 5 metres of lime tree and raising of 5 metres in height of trees protected by GWT/104.*  ***Site:*** *4 Tynewydd Drive, Castleton, CF3 2SB.*  **b) *The Council considered the following planning application and resolved to return no comments to Newport City Council.***  ***MCC 850 – Conex 17/0564 – Full***  ***Proposal****: Erection of two storey rear extension.*  ***Site:*** *68 Marshfield Road, Marshfield, CF3 2UW*  c) Planning Appeal  *NEWPORT CITY COUNCIL:*  *TOWN AND COUNTRY PLANNING ACT 1990: ENFORCEMENT APPEAL*  ***APPEAL SITE:****LAND AT BERRYHILL COTTAGE, COEDKERNEW, NEWPORT, NP10 8UD*  ***APPEAL SUBJECT****: CHANGE OF USE*  *APPELLANT: MR CHARLES PARSONS*  *APPEAL REFERENCE: APP/G6935/C/17/3177237*    Members discussed issues surrounding the enforcement appeal which is to be heard by the Welsh Government Planning Inspectorate.  ***The Council resolved to ask Councillor Southworth-Stevens to draft a summary of the points made to be sent to the Inspector.***  **62. ALLOTMENT MATTERS**  a) Allotment Committee Minutes  The Council approved and adopt the minutes of the Allotment Committee held on 6th June 2017 with the addition of Councillor Rigby to the list of those present.  **63. CORRESPONDENCE**  a) Bee Friendly Scheme  The Council received an email asking it to consider an invitation from Friends of the Earth to register to the Bee Friendly scheme administered by the Welsh Government’s Pollinator Taskforce.  Members agreed that this would be worthwhile and reflected on earlier encouragement for bee populations connected with the Council  ***The Clerk was asked to contact the organisers to register the Council’s interest in the scheme.***  b) Pensions Regulator  The Pensions Regulator wrote on 17th June to confirm that the Council had completed a declaration of compliance with the Pensions Regulator under the Pensions Act 2008.  **64. ANY OTHER BUSINESS**  a) Volunteer Awards  One Newport emailed the Council with details of the Gwent Association of Voluntary Organisations Volunteer Achievement Awards 2017. Councillor Grady proposed that Caroline Antoniou and Anthony Quilter be nominated for the Awards scheme in recognition of the work they are involved in that benefits the local community.  ***The Council resolved to agree with this proposal and asked that Councillor Grady and Mrs Evie Thole, Chairperson of the VHMC work together to complete the nomination.***  b) Notice Board Key  The Clerk handed a key for both notice boards to Councillor Southworth-Stevens  **Meeting closed 22:10** | **Action**  GT  GT  MT  LS-S  GT/MT  LS-S  LS-S  GT  CG/ET |