|  |  |
| --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 14th March 2017 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Present: Mr Mathew Taylor (Chairman)  Mr Mike Rigby  Mrs Sue Davies  Mr Geoff Stockham  Mrs Catherine Grady  Mr Stephen Davies  Mrs Lisa Clark  Apologies: Mr Joel Williams (meeting), Mrs Carly Sterling (meeting), Mrs Linda Southworth-Stevens (ill), PCSO’s Caroline Doidge and Huw Moses (rest day)  In attendance: 1 member of public, G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council Meeting held on 14th February 2017 were agreed to be a true record and signed by the Chairman subject to the following change:  Minute 156c)....Councillor Stockham ~~suggested~~  *said the Local Government Association is* lobbying lorry drivers to stop them using their own satnavs ……  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_  -T**20**  **152. 174. DECLARATION OF INTERESTS**  No interests were declared.  **175. POLICE MATTERS**  The Council noted the monthly police report that had been circulated.  Councillor Rigby was concerned about persons riding scooters in the village without wearing crash helmets.  Councillor Taylor reported a complaint about nitrous oxide capsules that had been found in the children’s play area. Councillor Taylor understood that this substance has legal controls but can be bought on-line.  ***The Council agreed to ask Councillor Stockham to liaise with the Village Hall Management Committee to monitor the matter.***  **176. PUBLIC PARTICIPATION**  A member of public felt that the proposed South Wales metro was not seen as a solution to the area’s transport issues and local people should press for railway improvements. The Chairman decided to bring forward agenda item 13 concerning railway services.  a) Railway Services  Councillor Taylor told the Council he had been told that Network Rail had no plans for a station in Marshfield. The closest station is planned for St Mellons Business Park.  Councillor Stockham said the Council should not be despondent about the problems faced to try to improve railway services to the village and should create a small working group to explore transport links.  Councillor Rigby and Councillor Taylor had met with people about the bus service difficulties and Jayne Bryant AM is due to visit Marshfield about the issue so railway services could be brought up as part of this meeting.  Reference was made to a petition for a railway station in Marshfield which was well supported several years ago. Councillor Taylor agreed that railway provision could be tied in with bus service provision but if it was agreed for the Council to get further involved with pushing for a railway station, Members will need to get involved in consultation and representation.  **177. X 16 BUS SERVICE**  Councillors Rigby and Taylor had attended a meeting with Newport City Council but the person involved in commissioning bus services was not available and his substitute was unable to clarify most questions. They had asked for details of the survey used to develop the recommendation to withdraw subsidy and other details of the decision.  Councillor Stockham thanked Councillor Taylor for his efforts in managing the campaign to keep the X16 bus service subsidy and proposed a second strand option to investigate the feasibility and cost of seeking a judicial review of proceedings on the decisions made by Newport City Council. Councillor Rigby agreed to make informal enquiries about this.  Councillor Taylor updated the Council on communications relating to campaign:  With Sophie Howe, Future Generations Commissioner. He had pointed out that only three of the five ways of local authorities working together under the Well-being of Future Generations Act were being met.  With Debbie Wilcox, Leader of Newport CC to state that Labour voters in Marshfield had been let down.  Used Twitter to engage with organisations and had been contacted by the Western Mail and by BBC Wales for a radio interview.  **178. M4 SCHEMES UPDATE**  Councillor Stephen Davies told Members that the Public Inquiry had begun and CALM meetings have taken place providing information about the matter. It was noted that Peterstone Community Councillor Ann Picton had attended every day of the inquiry and was writing a blog on proceedings.  **MATTERS ARISING FROM PREVIOUS MEETING**  179. Community Speed Watch (Min 155)  Councillor Stockham witnessed speeding vehicles on the A48 and suggested the pedestrian bridge over the road would be a good spot for a speed camera. Councillor Clark related incidents of speeding on the A48 and felt it was a good spot for a permanent speed camera.  Councillor Taylor reiterated the requirements for volunteers to operate the Community Speed Watch Scheme. He is aware of only 3 volunteers at the moment and the police recommend 6 or 7.  180. HGV Advisory Signs (Min 156b)  A reply from Newport CC concerning HGV advisory signs had been circulated to Members.  181. Ty Mawr Lane (Min 156c)  Natural Resources Wales had replied stating that Newport City Council is responsible for banks at the side of Ty Mawr Lane.    182. St Mellons Road – Damaged Verge and Barriers (Min 156d)  A request had been sent to Cardiff City Council but no reply had been received to date.  Members referred to metal posts dangerously protruding from the accident spot and asked the Clerk to chase-up a reply to the complaint.  183. Village Hall Car Park and Patio Area (Min 164)  Councillor Stockham told the Council that the specification had been finalised and invitations to tender will be sent to contractors by the end of March.  184. Benches and Litter Bins for Multi-Use Games Area (167c)  Councillor Stockham agreed to provide details of the companies researched which may be suitable to provide benches and litter bins to serve the muga site. He will be presenting his findings to the Leisure Facility Working Group for a final decision. It may be possible that different suppliers would be chosen for benches and bins.  185. M4 Schemes (Min 171)  The Clerk referred to an email reply to the resident by Councillor Stephen Davies which appeared to cover the points that the Council asked to be sent. The Council asked the Clerk to ensure the response was sent to the resident.  **186. MUTI-USE GAMES AREA**  a) Councillor Stockham updated the Council on the progress with the project:  The tree consultant had inspected the site and the orientation of the site has been affected by the lack of space, limited by the tree line and the football pitch. One entrance is now touching the footpath and the location of the cycle rack has been moved. The proposed access path to the muga should be constructed with a ‘no dig’ solution due to the tree protection zones.  b) HAGS-SMP had asked about signing-off arrangements at the completion of the construction. The Leisure Facility Working Party had considered the need for an independent inspection to ensure the work had been completed satisfactorily and that the facility had been certified as safe for public use. The Clerk had found companies providing a post-installation inspection at a cost of around £350.  ***The Council resolved to ask the Clerk to seek advice from ESPO and Zurich Insurance about the signing-off arrangement and to authorise the Leisure Working Group to spend £350 on a post-installation inspection if this was found to be appropriate.***  **187. FINANCIAL MATTERS**  a) Finance Committee  ***The minutes of the Finance Committee held on 28th February 2017 were approved and adopted and the Council agreed to accept the recommendations concerning pension arrangements, risk assessment and the appointment of an internal auditor. The pension arrangement should also take account of any advice received from One Voice Wales.***  Councillor Taylor expanded on the use of BACS payments and the Council agreed that further research should be carried out about the benefits of this method and the matter added to the next Finance Committee for further consideration.  b) Invoices  Geoff Tremblett Plumbing and Heating Ltd had completed work at Marshfield Village Hall relating to the installation of a new un-vented hot water cylinder and legionella.  The Council agreed to pay the resulting invoice for £5570.40 inc VAT  c) Post, Printing and Stationery  The Clerk asked for reimbursement of costs incurred to purchase stamps, printing and stationery between July 2016 and March 2017 amounting to £70.82. The Council agreed to the reimbursement.  d) Cheques  101640 G Thomas – Salary February (net) 442.26  101641 HMRC – PAYE February 110.60  101642 G Thomas – Internet connection February 18.00  101643 G Tremblett – V Hall Plumbing work (Min 187b) 5570.40  101644 G Thomas – Reimb. printing, stamps, stationery (Min 187c) 70.82  **188. NOTICE BOARDS**  The Council reviewed the provision of its notice boards in the area and decided not to add to the existing two boards, at the moment.  **189. SURVEY MONKEY**  Councillor Stephen Davies explained the details and costs of Survey Monkey, which is used to obtain feedback on any matters. The facility is free of charge if up to 10 questions are set and 100 or less responses are received. Annual subscription of £252 would allow larger numbers and the use of analytical tools.  Members were interested in the facility but were uncertain about how many surveys may be undertaken and the likely number of responses.  ***The Council resolved to request Councillor Stephen Davies to set up a basic, free of charge, Survey Monkey account for the Council and to make recommendations about communications that could use the facility to obtain public feedback. If it was found that the usage exceeded the basic level then the purchase of a subscription could then be considered.***  **190. PLANNING MATTERS**  ***The Council resolved that there were no comments to make for the following planning application:***  **a) MCC 836 – Conex 17/0143**  **Proposal:** Erection of a single storey side extension.  **Site:** Craigwood House, Newport Road, CF3 2UR.  **191. CORRESPONDENCE**  a) A48 Castleton  The Council received two emails, one from a resident of Michaelston-Y-Fedw and one from a resident of Castleton, both concerning traffic speed on the A40 at Castleton.  The Council discussed this issue and wished to confirm that it is echoing the resident’s concerns and is working with colleagues in Gwent Police to improve matters. One initiative currently being developed is the formation of a Community Speed Watch for Marshfield and Castleton. The Council is looking for members of public to volunteer to assist with the operation scheme.  **192. COMMUNICATION**  The Council agreed to publicise the following matters in the Marshfield Mail, Facebook and the Council’s website:   * Multi-Use Games Area * X16 Bus Service * Community Speed watch * Council vacancy * Council Ordinary Elections   **193. ANY OTHER BUSINESS**  a) Multi-Use Games Area  Councillor Stockham said the Working Party would put forward ideas for an opening ceremony.  b) Village Hall Management Committee AGM  Councillor Stockham reminded Members of the need to attend the AGM on 21st March.  c) Village Hall Management Committee  Councillor Taylor was disappointed that the Council had not been given notice of the work being carried out to the meeting room and the lack of support from VHMC members for current bus service issues.  **Meeting Ended 22:23** | **Action**  GS  MR  GT  GT  GT  Finance  Cttee  Agenda  SD  GT  GS/MT/CG |