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| **MARSHFIELD COMMUNITY COUNCIL**   Minutes of the Council meeting held on 14th April 2015 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Mike Woods (Chairman)  Mr Anthony Quilter  Mrs Linda Southworth-Stevens  Mr James Rowlands  Mr David Collingbourne  Mr Geoff Stockham  Mr Joel Williams  Mr Adam Rowbotham  Apologies: Mr Alan Chase (holiday), Mr Cenydd Edwards (holiday),  In attendance: Mrs Catherine Grady, Newport City Councillors Richard White and Tom Suller, Mrs Angelina Curtis (Chairperson VHMC) and Mr Mark Redwood (Member VHMC), Mr Brian Miles (Wentloog Community Council), one member of public, G C Thomas (Clerk).  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council meeting held on 10th March were agreed to be a true record and signed by the Chairman.  **155. Declaration of Interests**  No interests were declared.  **156. Co-option to Fill Council Vacancy**  The Council met Mrs Catherine Grady who resides within the Castleton area who had expressed an interest in filling the vacant seat on the Council. The Council unanimously agreed to co-opt Mrs Grady to become a Member of the Council.  Mrs Grady completed a Declaration of Acceptance and participated in the remainder of the meeting.  **157. City Councillor’s Report**  a) Vale of Usk Rural Development Strategy  The Local Development Strategy within this scheme will be put out for consultation shortly and any ideas that can be funded by the scheme can be put forward. The Clerk was asked to find contact details for the scheme administrators.  b) Local Development Plan  The Plan had identified a site at Hartridge Farm to be used as a permanent residential site but there was no decision on a transit site. The Inspector had allowed until 2017 for a site to be identified and there are moves to combine one site for Monmouthshire, Cardiff and Newport.  c) Supplementary Planning Guidance  Newport CC is due to issue a consultation document on supplementary planning guidance. Keep a look out and consider possible comments.  d) Velothon Wales  This major cycling event will begin in Cardiff on Sunday 14th June and the course will include the closure of the Wentloog coast road from early morning until the race passes through. Details of the event can be found at: <http://www.velothon-wales.co.uk/en/>  e) Bus Services  Newport City Council had written on 13th April stating that the cost of the contract for the 31 service made it unsustainable in its current form and offered details of three different options being considered. They are happy to hear the Council’s views and thoughts on the available options.  Counicllor White felt that using a smaller bus was a short term option as Newport City shopping will become more popular after the Friars Walk development is complete and the bus may not be large enough. A further review is due in November 2015.  Councillor Grady noted that the Newport Road bus service is unreliable and a member of public pointed out that there is no timetable showing at bus stops. Councillor Suller said he had brought up the matter of service reliability and Councillor White suggested contacting Newport Transport or Cardiff Bus.  Councillor White said the X16 bus service is under review and passenger numbers are being monitored. He asked the Council to encourage residents to use the bus to help with the continuation of the service.  f) Unsecured Property Marshfield Road  Councillor Rowbotham was concerned that building work had stopped on a property in Marshfield Road and it had been left unsecured and a potential hazard. Councillor White said he had contacted Newport CC planners about this and is waiting for a reply.  g) A48/ Marshfield Road Junction  Counicllor Suller told Members that he had requested traffic lights for the junction but nothing is happening so he advised of the need for drivers to take care.  h) Public Footpath Clearing  A member of public complained about the growth of vegetation on paths. Councillor Southworth-Stevens said she had been given details of Newport CC’s maintenance schedule and understood that vegetation grows quickly. Councillor White gave the Newport City Council contact number to be used by members of public for such matters.  I) Parking  Councilor Rowlands was concerned about vehicles parked on the pavement near Buchanan Way Nursery, Celtic Lakes. The vehicles are causing dangers to pedestrians particularly those using the nursery with push chairs who were forced to walk in the road. Councillor White agreed to make enquiries but thought the area could be a private road.  The Council went on to discuss general issues of parking on Marshfield Road.  (Councillors White and Suller left the meeting)  **158. LEISURE FACILITIES**  **a) Marshfield Village Hall Extension –** Councillor Stockham reported that the Newport City Council had given planning approval for the extension leaving the way forward for progress.  **b) Multi-use games area** – Councillor Stockham noted the increasing difficulty the working party found in making headway due to the obvious objections of some residents and recognized the need to organize a public meeting to agree that plans are fit for purpose.  Councillor Stockham proposed that a new Working Party should be formed to include 2 members of Marshfield Community Council (Councillor James Rowlands and Councillor Mike Woods), 2 members of Marshfield Village Hall Management Committee and 2 external representatives, including youths.  Councillor Collingbourne made a further proposal that details of Councillor Stockham’s proposed Working Party be provided to Marshfield Village Hall Management Committee for them to confirm within a couple of months whether they agreed with this proposed Working Party.  The Council agreed to await a response from the Village Hall Management Committee before deciding on Councillor Stockham’s proposal.  **159. PLANNING MATTERS**  a) Planning Committee  The minutes of the Planning Committee held on 31st March were approved and adopted by the Council.  b) Goitre Farm, Old St Mellons  Application Number: 14/02207/MJR  Location: GOITRE FARM NEWPORT ROAD,  OLD ST. MELLONS, CARDIFF CF3 2WH  Proposal: Outline application for residential development (including affordable housing) a small element of retail provision and associated works (including the demolition of existing structures on site).  Appellant: Edenstone Homes and the Evans family  The following comments were formulated and returned on 4th April to meet the deadlines:  *Marshfield Community Council wishes to make the following observations in addition to those sent to the planning officer on 11th December 2014.*  *a) The proposed development should be considered as an unsustainable location with a dependency upon transportation by car contrary to both local and national planning policy*  *b) The land in question is graded as "Best and Most Versatile” and therefore should be retained for agricultural use.*  The Council approved and adopted the additional comments.  **160. ALLOTMENT COMMITTEE**  a) Allotment Committee Minutes  The Council approved and adopted the minutes of the Allotment Committee held on 18th March 2015  b) Allotment Report  Councillor Quilter reported on lettings, the installation of new gates and the proposal to erect signs. Councillor Quilter said the Allotment Committee was proposing to head the signs “Marshfield and Castleton Community Gardens” and asked for the Council’s views on this. The Council agreed that this heading could be used.  c) Raised Beds  Councillor Rowbotham proposed thanks to the Allotment Committee for the good work that has added the raised beds facility to the allotments. Members recorded their appreciation for the efforts that had brought this result.  d ) Allotment Committee Budget  Councillor Woods said he will talk to Councillor Quilter about this and bring the matter to the next Council meeting.  **MATTERS ARISING FROM THE LAST MEETING**  161. Planning Matters (min 141b)  Councillor Southwood-Stevens had purchased a second copy of the Local Development Plan from Newport City Council which is available for inspection.  162. Welsh Hearts (Min 145)  Councillor Southworth-Stevens had been in touch with Welsh Hearts to let them know the position.  Councillor Stockham reported that the VHMC has agreed to the siting of a defibrillator within the porch area of the Village Hall.  163. Potential Safe Routes in Communities Scheme (Min 146)  Councillor Woods is due to meet with the school on Thursday to discuss thoughts on this matter. Councillor Stockham suggested that Councillor Rowlands also attends the meeting which could also consider the possibility of a multi-use games area being sited within the school grounds. Members agreed with this suggestion.  164. New Residents Introduction (Min 147)  Members agreed to await an update from Councillor Chase.  165. Leader Programme: Local Development Strategy for Newport (Min 148)  The Council agreed to let the Local Development Strategy administrators know that Councillor Stockham will be contacting them on behalf of the Council.  166. Planning Inspectorate -Tidal Lagoon Cardiff – EIA Scoping Notification and Consultation (Min 151c)  Councillor Chase had been unable to attend the Wentloog Community Council meeting. Councillor Brian Miles of Wentloog CC told the Council that they have sent their points in response to the consultation and will arrange for a copy to be forwarded to Marshfield CC.  **167. Report on Marshfield Village Hall AGM**  Councillor Stockham gave a brief outline of the meeting. It was well attended and sufficient volunteers had come forward to fill the roles within the Committee.  **168. FINANCIAL MATTERS**  a) Marshfield Village Hall Fete  *(Councillor Quilter declared an interest in this item and took no part in the decision)*  The Events Team of the Village Hall asked for a donation towards the cost of hiring a bouncy castle, slide and climbing wall for the fete at a cost of £750.  The Council agreed to donate £750 towards the cost of staging the fete.  b) Castleton Baptist Church  The Secretary of Castleton Baptist Church wrote on 23rd March to ask for a donation towards the maintenance and upkeep of the graveyard.  The Council agreed to donate £150.  c) Society of Local Council Clerks  The Council agreed to renew the Clerk’s membership of the SLCC for 2015 at a cost of £103 | **Action**  **GT**  **VHMC**  **MW/AQ**  **MW/JR**  **AC**  **GT**  **WCC** |
| d) Clerk’s Working Hours  The Clerk provided details of hours worked since 1st April 2014 which showed that he had worked 39 hours more than the contractual hours within the same period. The Council agreed to make an additional payment at the appropriate hourly rate to cover the excess hours. This amounted to £407.33 gross.  e) Marshfield Action Group  Heather Bovill e-mailed for the Magpies on 8th April asking for funding to purchase 10 dog fouling signs from Keep Wales Tidy totaling £75. The signs are to be displayed around the village.  The Council agreed to pay the cost of the signs.  f) Invoices  The Council agreed to pay the following invoices:   * Cllr Southworth-Stevens reimb. of cost of purchasing a second copy of the Newport LDP-£40.00. * Newport City Council –Village Hall ground maintenance for period 01/01/15 to 31/03/15 -£730.19 * Greenmoor Nurseries – contribution to Best Kept Garden Competition prize vouchers -£75.00 * Ken Honey – Reimb. of cost of 7 allotment gate keys from Cardiff Lock & Safe Co Ltd - £66.00 * C C Walford – Supply and lay stone to Church Lane Allotments gateway - £234.00   g) Annual Audit 2014/15  Mazars LLP wrote on 30th March enclosing the Annual Return for financial year ending 31 March 2015  and set out the process for the annual audit.  h) Cheques  101452 G Thomas – Salary March 2015 (net) £ 273.73  101453 G Thomas – Internet connection reimbursement - March £ 18.00  101454 L Southworth-Stevens Reimb. of cost of LDP from Newport CC (Min 168f) £ 40.00  101455 Newport CC – Village Hall Grounds Maintenance (Min 168f) £ 730.19  101456 Greenmoor Nurseries – Best kept Garden Comp. Prize Vouchers (Min 168f) £ 75.00  101457 HMRC – PAYE March £ 68.40  101458 Ken Honey – Reimbursement- Cardiff Lock & Safe – Allotment Keys (Min 168f) £ 66.00  101459 C C Walford – Stone to Gateway – Church Lane Allotments (Min 168f) £ 234.00  101460 Marshfield VH Events Team – Village Fete Donation (Min 168a) £ 750.00  101461 Casleton Baptisit Church – Graveyard Maintenance Donation (Min 168b) £ 150.00  101462 G Thomas – Clerk’s excess hours payment (Min168d) £ 407.33  101463 SLCC – Annual Subscription 2015 (Min168c) £ 103.00  **169. Correspondence**  a) Green Lane, Wentloog  The Clerk reported an e-mail from Wentloog Community Council concerning matters around Green Lane, Wentloog. The Council welcomed Councillor Brian Mills, Vice-Chairman of Wentloog Community Council. Councillor Mills gave details of an organization set up by residents against development which had expanded to include the misuse of horses and the Wales Coastal Path. He referred to an evidence file relating to issues of concern.  Wentloog CC had referred to a ‘Give Way’ sign that had been taken down, tarmac being dug up for laying cables and a Network Rail metal fence being removed and replaced with Featherboard.  The Council agreed to write to Newport City Council to support the concerns raised by Wentloog CC and Councillor Mills agreed to arrange for details of what they have sent and a copy of their evidence file to be sent to the Clerk before the Council agreed on its response.  *(Councillor Collingbourne left the meeting)*  b) Network Rail –South Wales Main Line Electrification  Network Rail wrote on 26th March offering to attend a Council meeting to discuss the electrification project with the Council and preferred to attend the 9th June meeting. Members agreed to invite Network Rail to the June Council meeting.  c) Local Development Plan Meeting  Mr David Schofield of Keep Us Rural e-mailed on 14th April inviting Members to a meeting at Michaelston y Fedw Village Hall at 7:30 pm on 18th May, where Keep Us Rural and Michaelston y Fedw CC will meet with Matthew Sharp of Newport City Council to discuss the LDP.  The Chairman asked the Clerk to re-circulate this invitation and ask Members to indicate if they are able to attend.  d) One Voice Wales Area Committee  Members noted the invitation to attend the Newport/Monmouthshire Area Committee of One Voice Wales to be held on 16th April in Usk. Councillor Williams had received an invitation directly and will attend, if possible.  e) Best Kept Village Competition 2015  The Gwent Association of Voluntary Organisations invited applicants to enter this year’s competition. Members noted the invitation.  **170. CONSULTATIONS**  a) Welsh-Medium Secondary School  Newport City Council invited views on their proposal to establish a new Welsh-Medium secondary school on the site of the current Duffryn High School. The Council agreed to make the following comment.  *Marshfield Community Council is concerned as to whether or not there will be boundary changes that will impact on residents of Marshfield and the catchment area of children who attend Marshfield Primary School. The Council would like you to clarify the status of the proposed school.*  The Council also agreed that Councillor Grady should make further checks on the details of the proposed changes.  b) Devolution, Democracy and Delivery White Paper – Reforming Local Government: Power to Local People  The Welsh Government invited comments on proposed reforms including some affecting Community Councils. Councillor Stockham suggested a working party should look at the details and compose a response. The Council agreed that Councillor Stockham. Councillor Chase and Councillor Southworth-Stevens should formulate a response and circulate it to Members for approval, in time for the deadline of 28th April.  c) Tax Devolution in Wales-Land Transaction Tax  Councillor Southworth-Stevens gave her thoughts on the implications of the proposed changes being proposed by the Welsh Government. The Council agreed that Councillor Southworth-Stevens should prepare a note on this matter to be circulated to Members for approval, in time for the deadline of 6th May.  **171. COMMUNICATION**  a) Periodic Newsletter  The Council considered the suggestion that it should produce and circulate a periodic newsletter to all residents and agreed not to take this forward for now.  b) Items for the Marshfield Mail and website  Velothon Wales, X16 Bus, New Community Councillor, Scam Lottery Letters, Village Hall, Welsh Government Consultations.  The Council had some discussion about the Council website and agreed to place the matter on the agenda for the next meeting.  **172. ANY OTHER BUSINESS**  a) Welsh Hearts  Councillor Williams updated the Council.  b) People’s Post Code Lottery Scam letters  Councillor Rowlands showed the Council a letter that had been sent to his home purporting to be from the People’s Post Code Lottery. The letter was a scam trying to defraud people into sending money.  The Council agreed to add a warning to the communication.  **Meeting ended 22:25** | **WCC**  **All**  **GT**  **CG**  **GS/AC/L-SS**  **L-SS** |
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