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| **MARSHFIELD COMMUNITY COUNCIL** Minutes of the Council meeting held on 14th October 2014 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Present: Mr Alan Chase (Chairman) Mr Cenydd Edwards Mr Anthony Quilter Mrs Linda Southworth-Stevens Mr Adam Rowbotham Mr James Rowlands Mr David CollingbourneApologies: Mrs Victoria Maud (family), Mr Mike Woods (personal), Newport City Councillors Richard White and Tom Suller (meeting)In attendance : Mrs Jo Powell (Allotment Committee Chairperson), 2 members of public, G C Thomas (Clerk) ----------------------------------------------------------------------------------------------------------------------------The minutes of the Council meeting held on 9th September were agreed to be a true record and signed by the Chairman.**57. Declaration of Interests**No interests were declared.**58. Matters Arising from Last Meeting**Planning Application MCC 758 – 14/0531 Full (Major)Proposal: Construction of a ground mounted solar PV generation project (solar farm) and associated works affecting public right of way 399/6 and 399/7.Site: Land between M4 and Channel View, Castleton, Cardiff (Min 34)The Council brought this item forward as a member of public in attendance had expressed an interest in the matter. The Clerk informed Members that this planning application had been withdrawn on 13th October and therefore Newport CC planning officers and the applicant’s agent had decided not to attend the public meeting.The Council agreed to continue with the public meeting now set up for 15th October.**59. Allotment Matters**a) Raised Beds ProjectMrs Jo Powell, Chairperson of the Council’s Allotment Committee, provided information about the progress of the raised bed project including questions about children using the allotment site. Members were satisfied that all children’s groups would be supervised by an adult. The Clerk was asked to check with the Council’s insurers about public liability for people using the raised beds.Mrs Powell provided two invoices from L&R Landscapes for payment. The first was for the installation of the new gate that had been fabricated by Barnards, plus gate furniture, for the Church Lane entrance. This amounted to £503.99. The second invoice was for the installation of raised beds. This amounted to £3522.The Council agreed to pay both invoices.b) Federation of City Farms and Community GardensThe Allotment Committee wished to join the FCFCG who’s benefits include help and advice. Mrs Powell explained that the membership fee is free for the first year and afterwards would be £30.The Council agreed to join the FCFGC and asked the Clerk to complete the application form.c) Allotment Tenancies  Councillor Quilter passed on details of new tenancies and key deposits laid out in a note from Mr Ken Honey dated 12th October, including a cheque for £2.50.d) New Gates for Marshfield Road Allotment EntranceMrs Powell told the Council that something similar to the gates at Bassaleg allotments had been suggested for the new gates planned for the Marshfield Road entrance. These gates are large and expensive. An application could be made for lottery funding for environmental improvements up to £5000 but even if it was successful there would still be a significant shortfall to be found by the Council.The Council decided not to apply for the lottery grant at this point in time.e) Allotment SignsA suggestion to erect signs at the Marshfield Road entrance to the allotments to describe the allotment site details was agreed by the Council. The signs should be in both English and Welsh languages. Mrs Powell agreed to look into this and bring more details to the Council.**60. Election of Chairperson**There were no nominations to fill the office of Chairperson and the Vice-Chairman, Councillor Alan Chase, agreed to remain as acting Chairperson until the vacant Council seats were filled.**61. Resignation**The Council was sorry to receive Councillor Nathan Evans’ resignation from the Council and declared a vacancy. The Clerk was asked to arrange for the required vacancy notice to be posted in the notice boards and the Council’s website.**62. Marshfield Magpies**Members noted that there was a lack of support from residents to assist the small group forming Marshfield Action Group (Magpies) and consequently enthusiasm was waning within the group.Councillor Quilter told Councillors that Magpies had arranged a litter pick for the end of November and had suggested they spend £50-£100 on flyers in addition to an entry in the Marshfield Mail to try to attract more help with this event and more volunteers for the Group generally. The Council agreed with these measures.Members noted that the Magpies had not been able to investigate providing Christmas lights in the area for 2014. The Council asked the Clerk to make initial enquiries to companies specialising in Christmas illuminations for Christmas 2015.**63. Planning Matters**a) Planning Application ObservationsThe Council considered the following planning applications and had no observations to make to Newport City Council:MCC 762 – Conex 14/0917Proposal: Erection of first floor extension over existing garage (amendment to approval 14/0086)Site: 2 Mallards Reach, Marshfield, CF3 2PRMCC 763 – Conex 14/0922Proposal: Extend existing on site hardstanding and crossoverSite: 121 Mallards Reach, Marshfield, CF3 2NLMCC 764 – Conex 140923Proposal: Erection of two storey side extensionSite: 48 Mallards Reach, Marshfield, CF3 2PRCardiff City Council invited the Council to comment on the following planning applications but there were no comments to return:MCC 765 - Application No. / Rhif Cais: 14/02188/Mjr**Proposal:** Development Of Up To 290 Residential Dwellings (C3), Open Space (Including Childrens Play Space), Landscaping, Sustainable Urban Drainage, Vehicular Access, Pedestrian And Cycle Accesses And Related Infrastructure And Engineering Works For Information: Detailed Permission Is Sought Now For Strategic Vehicular Access Into/From The Site Only, With All Other Access Details Reserved For Future Approval**Location:**Land South Of Pentrebane Road, CardiffMCC 766 - Application No. / Rhif Cais: 14/02157/Mjr**Proposal:** The Development Of Up To 630 Residential Dwellings (C3), Primary school (D1), Open Space (Including Children's Play Space), Landscaping, Sustainable Urban Drainage, Vehicular Access, Pedestrian And Cycle accesses And Related Infrastructure And Engineering Works For information: Detailed Permission Is Sought For Strategic Vehicular Accesses Now**Location:** Land North And South Of Llantrisant Road, North West Cardiffb) Church Lane, MarshfieldThe Council agreed to write to Newport City Council to find out the present position on planning application 12/1030 relating to ground level raising at Church Farm, Church Lane.Members also agreed to ask Newport City Council to investigate changes to the boundary at Church Lodge, Church Lane which may be affecting the highway.**64. Leisure Facilities**a) Multi-use Games Area/Sports PitchCouncillor Rowbotham noted that Councillor Rowlands is willing to assist with the detailed arrangements for the facility.b) Marshfield Village Hall Extension and LandscapingCouncillor Quilter had spoken to Simon Evans, Chairman of Marshfield Village Hall and was able to report that quotes have been obtained by the MVHMC but were not quite ready to be put forward.c) Countryside WalksCouncillor Southworth-Stevens reported that she had walked the route proposed for the countryside walk and had found, at the Mallards Reach part, trees had been cut down to cause an obstruction. Councillor Southworth-Stevens questioned whether the proposed walk would be welcomed by residents.The Council agreed to continue to investigate the walk and to consider funding signing for the route. **Matters Arising from the Last Meeting**65. Resignation (Min 32)The Clerk reported that the Council was now in a position to co-opt to fill the vacancy but there had been no applications to date.66. MCC 761 – Conex 14/0689 (Min 36)Proposal: Erection of porch, single storey side extension, first floor side extension, single storey rear extension with balcony above and loft conversion with front and rear dormers.Site: 91 Mallards Reach, Marshfield, CF3 2NNCouncillor White had informed the Council that Newport CC had investigated ownership of the land in question. Newport CC had stated that the land had never been owned by the Council and it is understood that the land is unregistered, but that the owner of 91Mallards Reach has enclosed it within his garden for at least 10 years.   67. Castleton and District Village Hall – Request for Financial Assistance (Min 42)The Chairman of Marshfield Village Hall management Committee e-mailed to let the Council know that an e-mail giving advice on funding had been sent to Castleton & District Village Hall and personal attendance at a Committee meeting was not felt to be required. 68. Overgrown Hedges and Brambles, Marshfield Road (Min 43)Councillor White e-mailed to advise the Council that hedges overhanging the pavement should be reported to the Newport CC Call Centre. Although, it is the responsibility of landowners and householders to ensure that they trim their hedges to prevent them overhanging and obstructing public footpaths.69. Playground Repairs (Min 44)The Council noted that the gap in the toddler’s play area hedge had not received attention and Councillor Quilter agreed to speak to Mark Redwood to arrange a remedy.**70. FINANCIAL MATTERS**a) Annual AuditMazars wrote to inform the Council they had completed their audit for year ending 31 March 2014 and had returned the certified Annual Return stating that the information contained in it is in accordance with proper practices and no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.The Clerk had arranged to publish copies of the Return along with the required notice of completion.b) Royal British Legion Poppy AppealThe Honorary Secretary of the Royal British Legion, Marshfield & District wrote to invite the Chairman or representative to lay a wreath on behalf of the Council during the Remembrance Service at St Mary’s Church. Councillor Alan Chase agreed to represent the Council at the service.The Council agreed to donate £100 to this year’s Poppy Appeal.c) InvoicesThe Council agreed to pay the following invoices:* Newport City Council – 3No. litter bins + 1No. litter bin grant funded by NCC Streetscene (arranged via Marshfield Magpies) - £435.00
* Newport City Council – V Hall Grounds Maintenance for period 1/7/14 to 30/9/14 - £730.00
* Mazars LLP – External audit fee for year ending 31 March 2014 - £420.00

d) PrinterThe Clerk asked for reimbursement of £45.00 for a new Canon printer to replace the existing Council printer that had become faulty. The Council agreed to reimburse this amount.e) Cheques101415 HMRC - PAYE September £ 170.75101416 G Thomas – Salary September 2014 (net) £ 266.82101417 G Thomas – Internet connection reimbursement - September £ 18.00101418 Newport CC – 4 No. Litter Bins (Min 70b) £ 435.00101419 Newport CC – V Hall playing fields maintenance July-Sept (Min 70b) £ 730.19 101420 Royal British Legion Poppy Appeal (Min 70b) £ 100.00101421 Mazars – External audit fee 2013/14 (Min 70d) £ 420.00101422 G Thomas Reimbursement – Canon printer (Min 70d) £ 45.00101423 L & R Landscapes - Allotment, Installation of Church Lane gate (Min 59a) £ 503.99101424 L & R Landscapes – Allotment, Installation of raised beds (Min 59a) £3522.00**71. CORRESPONDENCE**a) Police AttendanceSergeant Mark Sparrey of Pill Neighbourhood Policing Team gave apologies for not attending the Council meeting and e-mailed asking for any issues requiring a police response to be forwarded to him.The Council had no issues for Sgt Sparry.b) Road Safety Marshfield Road A resident of the new Charles Church site on Marshfield Road e-mailed with details of concerns about road safety where the development joins Marshfield road, after witnessing two accidents caused by drivers coming around the bend after the school too quickly. The Council was asked for guidance on how to obtain traffic calming measures.The Clerk had responded by pointing out the Council’s concerns made at the planning stage for the development and advised that Newport City Council and the Police could assist with this matter.Members were concerned about road safety issues along Marshfield Road and heard suggestions to stagger Bassaleg School bus times and to make the whole road a 20 MPH speed limit.The Council agreed to support the idea for further traffic calming and write to Newport CC to ask for additional traffic calming on Marshfield Road south of the school.c) X16 Bus ServiceCouncillor White e-mailed to inform the Council that the X16 bus service is to continue beyond November with a slightly later time for the bus leaving Cardiff (believed to be 17:30) to be confirmed by the new timetable. This was hoped to encourage more people who work in Cardiff to use the service and increase its viability. **72. COMMUNICATION**The Council agreed to publicise details in the website and Marshfield Mail of the following:* Council vacancy
* Local Development Strategy (LDS) for the Rural Vale of Usk
* OWL Watch
* Magpies need volunteers

**73. ANY OTHER BUSINESS**There was no other business.**Meeting ended 22:05** | **Action****GT****GT****GT****GT****JP****GT****£****GT****GT****GT****AR/JR****AQ****GT****AC****GT** |
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