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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 8th May 2018 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 8:00 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Mathew Taylor (Chairperson)  Mrs Linda Southworth-Stevens  Mr Mike Rigby  Mr Mark Dawkes  Mr Ronald Carrie  Mrs Susan Davies    Apologies: City Councillors Richard White & Tom Suller (Meeting).  In attendance: 1 member of public, G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council Meeting held on 10th April 2018 were agreed to be a true record and signed by the Chairperson.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **1. DECLARATION OF INTERESTS**  No interests were declared.  **PUBLIC PARTICIPATION**  2. Youths Pentwyn Terrace  A member of public referred to disturbance caused by youths in Pentwyn Terrace. The police had been called but the problem had increased since then.  Councillor Taylor suggested that the matter should be discussed with PCSO Doidge.  3. Vehicles Using Cycle Track in Pentwyn Terrace  A member of public was concerned about vehicles incorrectly travelling on the track.  Councillor Taylor said that a bollard is due to be installed which it is hoped will stop this.  4. Bus Service 31 DRT  A member of public highlighted an issue with general rules on the DRT service. It was understood that residents who had not booked can use the bus if there is room, but the driver had refused to allow this.  Councillor Taylor advised residents to complain to Newport Transport when problems occurred as this will be logged and show the extend of any problems with the operation of the DRT service. He will add this advice to Facebook.  **POLICE MATTERS**  5. Crime Prevention Panel – Marshfield Ward  There was no further information available at present. The Council wished to ask PCSO Doidge for more information to be included in the next Council meeting.  6. Community Speed Watch  Councillor Dawkes updated the Council. The scheme for Marshfield CC has been approved and the volunteers will share the equipment with Wentloog CC speed watch. He was hoping that Councillor Brian Miles of Wentloog CC would be in attendance, but he will liaise with him and the Marshfield volunteers to get the scheme started.  **PLANNING MATTERS**  7. Planning Committee  **The minutes of the Planning Committee held on 1st Mat 2018 were approved and adopted by the Council**.  8. Planning Applications  The Council agreed to send the following response to Newport City Council:  MCC 870 - Conex 18/0343  PROPOSAL: Garage in front garden  SITE: Meadowstone House, 29A Marshfield Road, Cardiff CF3 2UW  **The garage would reduce the available amount of parking at the front of the house, and possibly a garage in this position may not be in keeping with the street scene.**  **MATTERS ARISING FROM THE LAST MEETING**  9. Police Matters - Vandalism on Allotment Site (Min 280)  There had been no Allotment Committee meeting since the last Council meeting but the security of Church Lane would be included in the agenda. Councillor Rigby noted that a lot of rubbish had been placed near the entrance to the Church Lane allotment site.  10. Public Participation - Bee Hive in Allotment Site (Min 281)  There had been no Allotment Committee meeting since the last Council meeting but the question of siting a second bee hive would be considered including consultation with other allotment tenants.  11. Bus Services Update (Min 288)  ***The Council agreed to write formally to N.A.T Group to ask for a meeting to discuss the provision of a service for Marshfield residents. A consultation with residents is planned to assist with any proposals.***  ***The Council wished to ask Councillor Richard White about the questions he was to put to Newport CC cabinet about bus services for Marshfield.***  12. Fencing at The Hollies/Pentwyn Terrace (Min 291)  Councillor Dawkes updated on the progress and also said bollards should soon be installed to stop improper use of the track by motor vehicles.  **FINANCIAL MATTERS**  13. Marshfield Village Hall - Concurrent Functions Money  The Village Hall Management Committee wrote to request a general donation of £5000 towards maintenance and upkeep of the Village Hall. The Council had applied to Newport City Council for money towards a number of concurrent functions and received an overall payment of £7244.  ***The Council resolved to make a payment of £5000 to the Village Hall Management Committee towards the maintenance and upkeep of the Village Hall.***  14. Marshfield Events Committee – Request for a Donation    Marshfield Events Committee wrote on 27th April to request a donation of £1000 towards the 2018 village summer fete.  ***The Council resolved to donate £1000 to be used towards the cost of staging the summer fete.***  15. Council Insurance Policy  The Council had agreed a three-year arrangement with Zurich Municipal Insurance and was now in receipt of the total premium of £1442.03 for the final year from 1st June 2018.The Council viewed the policy document and the Clerk reported that some minor adjustments had been agreed to the cover which reflected the current risk assessment.  ***The Council resolved to pay the £1442.03 premium.***  16. Annual Safety Inspection  The Council received a quote of £154+VAT from RoSPA Playsafety Team to carry out the annual safety inspection for the children’s play areas in front of the Village Hall and the multi-use games area in the Village Hall grounds. The inspections would take place in June/July this year.  ***The Council resolved to appoint RoSPA Playsafety to carry out the safety inspections.***  17. Benches and Litter Bins  The working group had compiled a works specification to install six benches and six litter bins in the Village Hall grounds. This had been sent to seven contractors who were invited to quote for the job. At present the Council had not received a quote from any of the contractors.  18. 2018-19 National Pay Award for Clerks  The Council received details of the pay award agreed by the National Joint Council for Local Government Services. The new pay scales for 2018-19 should be implemented from 1st April 2018.  The Clerk is paid at SCP 22 which would rise to £10.953 per hour from 1st April 2018.  ***The Council resolved to implement the amounts recommended in the pay award.***  19. Budget 2018-19  The Clerk reported that a total of £103,159.32 had been carried forward from 2017-18 and asked the Council to consider the allocation of this amount within the budget.  ***The Council resolved that £26,159.50 should remain in place as agreed in the original budget and amended £32,000 to be held as unallocated reserves. The allocation to New Community Projects should rise to £45,000 which will be used to fund a number of projects being considered, but this will be open to public consultation before a final decision.***  20. Income  The Clerk reported receipt of £9212.40, the first instalment of the precept from Newport City Council.  21. Village Hall Grounds Maintenance  The Council referred to a copy of an email from Marshfield Football Club to Marshfield Village Hall Management Committee giving ideas on ground maintenance requirements.  The Council felt that the maintenance of the grounds, as a whole, is something that the Village Hall Management Committee should look at. If a schedule of the requirements is compiled by the Committee this can be used to obtain a quote from Newport City Council or any other suitable contractor.  ***The Council resolved to seek a quotation from Newport City Council based on the recommendations received from Gavin Glover, Marshfield football and then take this to Marshfield Village Hall Management Committee for further discussion. ~~ask MVHMC to review the ground maintenance requirements and return to Council with proposals for discussion, including funding.~~***  22. Litter Bin  Councillor Taylor reported that one of the Trimline litter bins fixed to the multi-use games area had been vandalised and needed to be replaced. The value of the bin was less than £100 so no insurance claim was required.  ***The Council resolved to purchase a replacement litter bin.***  22. Cheques    101741 G Thomas – Salary April (net) 452.00  101742 HMRC – PAYE March 113.00  101743 G Thomas – Internet connection reimbursement 18.00  101744 Zurich Municipal - Insurance policy (Min 15) 1442.03  101745 Marshfield Village Hall Management Committee (Min 13) 5000.00  101746 Marshfield VHMC – Events Team donation (Min 14) 1000.00  **23. ALLOTMENT MATTERS**  There were no further allotment matters  **CORRESPONDENCE**  24. Bee Friendly Scheme  The Council received an email dated 21st April from a member of a Newport Friends of the Earth Bee Friendly group. The email referred to the Bee Friendly scheme in Wales set up by the Welsh Government Pollinator Task Force and invited the Council or individuals to join the scheme.  The Council had agreed to apply join the scheme in September 2017 and was to consult Tracy Sweet to provide information required for the application.  Tracy Sweet had responded to the latest invitation and was happy to apply for the Bee Friendly accreditation.  ***The Council resolved to ask Tracy Sweet to apply for accreditation to the Bee Friendly scheme on behalf of the Community Council.***  25. Road Safety A48  The Council received an email date 2nd May from Mr Geoff Stockham who was concerned about road safety on the A48 between Castleton and Coedkernew. Mr Stockham pointed out that the overall responsibility for the road lies with the Welsh Government and suggested that Marshfield, Michaelston-y-Fedw, and Coedkernew community councils discuss the matter with a view to approaching the larger authorities to take action to make the road safer.  ***Following discussion, the Council resolved to write to Jayne Bryant AM to ask the Welsh Government highways section to survey the road, particularly the junction with Marshfield Road, to provide suggestions that will improve matters.***  The Clerk was asked to let Mr Stockham know about this decision.  26.. Keep Us Rural Trail Cameras  Keep Us Rural Ltd wrote on 27th April to thank the Council for its donation towards trail cameras to combat fly tipping. The Council was asked to suggest locations where the cameras could be sited.  ***The Council resolved to make an initial request for cameras to be used in Ty Mawr Lane, St Mellons Road lay-by opposite Falcon Transport and Church Lane near the allotment entrance. Councillor Dawkes will liaise with KUR to advise on camera siting.***  **27. COMMUNICATION**  The Council agreed to include information in the Marshfield Mail and the Council’s website on the following matters:   * Council Vacancies * DRT Bus Service * Vandalism to MUGA Litter Bin * Cars using the pedestrian/cycle track at The Hollies * Parking on Zig-Zag lines near Marshfield Road shop. * Fly Tipping * New Community Project Survey * Community Speed Watch   **ANY OTHER BUSINESS**  28. Planters  Councillor Carrie asked for an update on the planters. L&R have agreed to attend to the planters at Y Maerun and Groes Corner in a couple of weeks. Councillor Carrie will fill and attend to the planter at the A48 junction in Castleton. Greenmoor Nurseries will be visited to confirm if they are interested in continuing to sponsor the planters near Castleton Village Hall and on St Mellons Road. If not, the Council will purchase suitable plants and arrange planting.  29. A48/Marshfield Road Junction Grass  Councillor Davies told Members that the grass growing around the junction is obscuring driver’s vision and is adding to the dangers at this junction.  ***The Council resolved to write to Newport CC to ask for the grass to be cut.***  30. Community Growing  Councillor Dawkes gave information about a community growing scheme. Members felt that Councillor Grady may be interested to look into the details.  31. Facebook  Councillor Davies said she can add Council issues to the Marshfield Facebook pages.  **Meeting ended 22:00** | **Actions**  **GT**  **MD**  **LS-S**  **GT**  **GT**  **MT/LS-S**  **GT**  **GT**  **GT**  **GT**  **GT**  **GT**  **GT** |