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| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the Monthly Council meeting held on 9th April 2019 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present: Mrs Catherine Grady (Chairman) Mrs Linda Southworth-Stevens Mr Ronald Carrie Mr Mike Rigby Mr Mark Dawkes  Apologies: Councillor Ross Maidment (work), Councillor Rachel Johnson-Poulson (holiday), City Councillors Richard White & Tom Suller (meeting)In attendance: 2 members of public, PCSO Caroline Doidge (Gwent Police), G C Thomas (Clerk)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_The minutes of the Council Meeting held on 12th March 2019 were agreed to be a true record and signed by the Chairman.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**285. DECLARATION OF INTERESTS**No interests were declared.**POLICE MATTERS**286. Police ReportCSO Doidge went through Gwent Police report for the Marshfield Ward for March 2019 that had previously been circulated to Members.287. Collision A48Councillor Grady enquired about a car that had collided with a sign and hedge opposite the St Mellons Hotel. CSO Doidge reported that the driver had fled the scene and had been caught.288. Fly TippingCSO Doidge informed the Council that Newport City Council had employed an extra four enforcement officers to deal with fly tipping which may increase due to the issue of smaller household waste wheelie bins. She reminded the public that fly tipping can be reported on-line via Newport City Council’s website.289. TravellersCSO Doidge reported that Travellers had fially been moved from Tredegar House at 5:00 p.m. today.**PUBLIC PARTICIPATION**290. Fly-Tipping and LitterA member of public reported that the signs relating to fly-tipping had come off the lamp post at the St Mellons Road location and tipping was beginning to happen again. Natural Resources Wales had been informed.CSO Doidge gave details of camera surveillance and the success it was having in prosecuting fly tippers. People tipping. Those paying for tipping can be prosecuted, even if the tipper hold a waste disposal licence, if it is not disposed of properly It is worth making a note of the licence number or taking a photograph of the licence. A member of public suggested including a message about this in the Marshfield Mail.A member of public remarked that Caroline Antoniou is doing an amazing job organising litter picking in the village and suggested that a ‘thank you’ should be included in the Marshfield Mail with a reminder not to drop litter.291. Car Dismantlers, Ty Mawr RoadA member of public reported that activities had dramatically reduced at the site but work was still taking place on Saturdays and Sundays.**MATTERS ARISING FROM THE LAST MEETING**292. Road Safety, St Mellons Road Bridge (Min 268)The Community Council had complained about the lack of a response to recent correspondence concerning traffic calming on Marshfield Road and the St Mellons Road bridge. Newport City Council, City Services, had since replied with the following information:There are set guidelines in place for the dimension of speed cushions, so Newport City Council would legally be unable to widen the cushions on Marshfield Road.A structural engineer has carried out an inspection of St Mellons Road bridge on 25th February, and found the bridge to be in poor condition, however with no major structural issues. As a result, quotations are being sought from contractors to remove the vegetation from the structure and to carry out repairs to the damaged parapet walls. The Engineer has also passed this to our Highways Department, for them to carrying out an assessment on the need for any signage and road markings, which may be required due to the narrowing of the highway over the bridge. We currently have no plans to widen or replace the current bridge.293. Speed of Traffic – Ty Mawr Lane (Min 269)The Community Council had requested a reply to its enquiry which was subsequently dealt with by Newport City Council under Freedom of Information rules. The response informed the Council that the weekday average volume of traffic recorded was 281 vehicles northbound and 190 vehicles southbound.  Over the course of 7 days, the average daily total was 252 vehicles northbound and 174 southbound.  Goods vehicles accounted for 1% of the total volume. The average speed of traffic was 30.6mph northbound and 28.8mph southbound.294. Christmas Tree Lights (Min 277)The Clerk reported that there had been no response to the Council’s letter requesting the return of the lights.The Council discussed adding more planters in the village and considered the purchase of plants and maintenance. ***It was agreed to add this matter to the agenda for the next meeting.***295. Cardiff Conservation Volunteers (Min 278)Councillor Southworth-Stevens had contacted CCV to discuss the ideas for work to hedges and footpaths and their availability.***The Council agreed that CCV should work on 26th May to clear footpaths and will look at hedging issues if time allows.***296. Marshfield Road Surface (Min 282)Councillor Dawkes reported that the repairs to the surface around the manhole cover had been done*.***FINANCIAL MATTERS**297. Finance & General Purposes Committee MinutesThe Council approved and adopted the minutes of the Finance & General Purposes Committee meeting held on 28th March and considered the recommendations.***The Council agreed that model standing orders should be circulated to all Members to consider whether more standing orders should be adopted.***The Council asked members of the public and the Clerk to leave the room before Councillor Carrie outlined the details of the Clerk’s job evaluation recommendation.***The Council agreed to adopt the recommendation.***298. Annual Audit 2018/19The Clerk reported the receipt of the notice of audit for financial year ending 31 March 2019 from BDO LLP acting for and on behalf of the Auditor General for Wales. This included the Annual Return and instructions for publicising the audit together with the requirement for an internal audit.***The Council asked the Clerk to carry out the necessary work to allow the Council to consider approval of the Annual Return on 12th June. The Council agreed to appoint Mrs K. Cone to undertake the internal audit using the appointment letter suggested by the Finance & General Purposes Committee***.299. Marshfield Village Hall GrantThe Council received a request from Marshfield Village Hall Management Committee for a grant of £5000 towards the maintenance and running costs of the Village Hall and included a copy of the MVH 2019/20 budget.***The Council agreed to donate £5000 towards maintenance and day-to-day running costs and asked the Finance & General Purposes Committee to meet around the end of June and invite representatives of the new Village Hall Management Committee to meet the new Committee and outline the likely requirement for 2020/21 budget.***300. Invoices* Newport City Council – Marshfield Village Hall grounds maintenance for period 01/01/2019 to 31/03/2019 - £910.99
* Newport City Council – Installation of recycling litter bin on behalf of Marshfield Magpies, as part of the Viridor grant - £100
* Society of Local Council Clerks – Subscription for 2019/20 - £136.00

301. Cheques101827 G Thomas – Salary March (net) 452.00101828 HMRC – PAYE February March 113.00 101829 Newport City Council – Village Hall grounds maintenance 910.66  101830 Newport City Council – Litter bin installation for Magpies 100.00  101831 G Thomas – Internet connection reimbursement March 18.00 101832 G Thomas – Pay arrears 2018/19 1423.60  101833 Marshfield VHMC - Grant (Min 299) 5000.00 101834 SLCC – Subscription 2019/20 136.00  **302. COMMUNITY PROJECT**The Council received further information on the projects selected for further consideration including information leading to the removal of 2) Providing more effective speed cushions and 7) Improving broadband.**1. Fitness Equipment at Marshfield Village Hall near the multi-use games area** - Councillor Sue Davies.**3. Improvements to existing children’s play areas** – Councillor Grady provided information on some apparatus investigated.**4. Providing a meeting shelter for young people** – Councillor Sue Davies.**5. Improving junior football pitches at Marshfield Village Hall** – Councillor Rachel Johnson-Poulsen to take to the VHMC for discussion.**6. Provide additional bench seats at various locations** - Councillor Rachel-Johnson-Poulsen to survey sites at Castleton Village Hall, Mallards Reach/Meadows, outside St Mary’s Church. Clerk to provide prices of benches installed in village hall grounds.*Councillor Johnson-Poulsen had provided photographs of possible sites and Councillor Southworth-Stevens had met officers of Newport City Council on sites at Marshfield Road and near St Mary’s Church.***8. Provide a bus shelter outside the St Mellons Hotel on the A48** – Councillor Grady had obtained prices from a supplier and will survey the proposed location.*Councillor Grady gave more information and initial indications were that the space available on the footpath would not be large enough for a shelter.***9. Creating a circuit for local events such as a park run or walk open for local residents**. - Councillor Dawkes.*Councillor Dawkes indicated that the circuit could be created by installing signage to direct participants.***10. Providing a Net Bike service to Marshfield village**, particularly to serve access to A48 bus services – Councillor Johnson-Poulsen*Councillor Johnson-Poulsen had provided photographs of possible locations to install Net Bike storage. Councillor Southworth-Stevens suggested the council also considers installing a general cycle rack around the A48 for private cycles to be locked.***303. PLANNING MATTERS****The Council agreed the following observations to be sent to Newport City Council:**MCC 897Conex 19/0233FullPROPOSAL: Construction of single storey garage side extension (Resubmission following withdrawal of 18/0824)SITE: The Barn, Walk Farm, Castleton, CF3 2UYThe Community Council does not wish to make any comments.MCC 899Conex 19/0224FullPROPOSAL: Two storey rear extension.SITE: 125 Marshfield Road, CF3 2TUThe Community Council does not wish to make any comments.MCC 900Conex 19/0309FullPROPOSAL: Single storey extension to rear and two storey extension to side of property and new front porch.SITE: 1 Mallards Reach, Marshfield, CF3 2NNThe Community Council does not wish to make any comments.**The Community Council did not wish to respond to this consultation**:MCC 898Consultation from Asbri PlanningPROPOSAL: Change of use from manufacturing B2 to storage/distribution B8SITE: IP5, Celtic Way, Celtic Lakes, Newport, NP10 5BC**CORRESPONDENCE**304. Understanding Welsh PlacesMembers noted the invitation from the Institute of Welsh Affairs to contribute about the locality to their project to create their ‘Understanding Welsh Places’ website.305. Metal BoxThe Council received an offer to be given an old metal box marked ‘Marshfield Parish Council’ found in a house in Newport. Members were grateful for this offer and would be interested to take receipt of the box but were unsure where it could be stored. ***Members asked the Clerk to contact the Museum of Wales to ask if it could help with advice.***306. Merchant Navy DayThe Merchant Navy Fund provided details of the Merchant Navy Day on 3rd September 2019 and asked the Council to ‘Fly the Red Ensign’ to show its support.***The Council agreed to support the event by adding an article to its Facebook pages.*****307. COMMUNICATION**The Council agreed to include the following matters in the Marshfield Mail and Community Council website:* Fly tipping.
* Parking on zig-zags at pedestrian crossings.
* Thanks to Caroline Antoniou.
* Sponsorship for planters.

**308. ANY OTHER BUSINESS**The was no other business.**Meeting ended 23:10** | **Actions****LS-S****All****GT****RC/****MR/****LS-S****GT****CG****CG** |
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