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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 11th April 2017 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Present: Mr Mathew Taylor (Chairman)  Mr Mike Rigby  Mr Geoff Stockham  Mrs Lisa Clark  Mrs Linda Southworth-Stevens  Apologies: Mr Stephen Davies (work), Mrs Susan Davies (personal), Mrs Cath Grady (holiday), PCSO’s Caroline Doidge and Huw Moses (rest day)  In attendance: 1 member of public, Newport City Councillors Tom Suller and Richard White, G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council Meeting held on 14th March 2017 were agreed to be a true record and signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­\_  **194. DECLARATION OF INTERESTS**  No interests were declared.  **195. CITY COUNCILLORS REPORT**  a) Councillor Suller told the Council that he had spoken with Councillor Ray Truman about the issues surrounding the X16 bus service and had been told he is trying to sort something out. Councillor Taylor referred to a reply from Beverly Owen of Newport CC who confirmed that notice had not yet been given to the operator and the bus could be planned to operate at alternate times. Councillor White suggested that the meeting with Jayne Bryant AM should raise the question about how bus subsidies are paid. Councillor Taylor said the Council will be writing to Ken Skates AM to update him on the present position.  b) Councillor White said that the land next to the allotment site is not owned by Newport City Council and suggested using a field number for a land registry search.  c) Councillor White referred to the closure of Summerway Bridge in connection with Network Rail works but noted that it is not a public right of way and the only interruption will be connection for the land owners.  d) Councillor White asked if the March edition of Newport Matters had been received in local homes, but no one had received a copy. He asked residents to report the non-delivery on-line as Newport City Council need to know about the delivery problems.  e) Councillor Suller told Members that he had complained about the road surfaces in the area due to be used in the Velothon route which need to be in a good condition for this event.  f) Councillor White referred to minute 181 and said that Natural Resources Wales are responsible for reen banks if they are subsiding and should investigate.  **196. PUBLIC PARTICIPATION**  A member of public asked about the situation with the cycle track at Pentwyn Terrace which has a dangerous bend and has been used by motor cars. A bollard was suggested to improve safety but nothing has been done to date.  The Council agreed to write to Newport CC about this matter.  Concerns were raised about quad bikes being driven in the area.  *(Councillor Southworth-Stevens joined the meeting)*  **197. POLICE MATTERS**  The Council had received the monthly police report from Gwent Constabulary and was pleased to note the reduction in crime and anti-social behaviour. An incident involving a caravan fire had not been recorded in the report but it was suggested that this was due to the location being just inside the South Wales Police area.  Councillor Taylor told the Council that a few volunteers had come forward to operate the Community Speed Watch scheme and the matter is moving forward.  **198. SPEEDING A48 CASTLETON**  Councillor Taylor said that the A48 will not come under the Community Speed Watch which is only for roads with a speed limit up to 40 MPH.  Councillor Rigby felt that a roundabout at the A48/Marshfield Road junction would improve safety and limit the speed of traffic through Castleton.  Councillor Stockham felt that the current 50 MPH speed limit is inappropriate for the road and compared it with Nantgarw hill, the A48 has many access points which add to the dangers.  Councillor Stockham asked that the objective should be to re-designate the road to a 40 MPH speed limit. Councillors Stockham and Southworth-Stevens noted how traffic flows can increase due to the delays on the M4 and in future from planned major residential development at St Mellons.  ***Councillor Taylor proposed that the Council contacts the Welsh Government, Newport City Council and the Police to express concerns about the dangers from speed on the A48 and to ask the Ward City Councillors to obtain accident statistics for this stretch of road.***  ***The Council resolved to agree to the proposal but asked that Members think about the issue and possible remedies to be notified to the Clerk for possible inclusion in the correspondence. The Council also asked that information about speeding tickets resulting from checks on the A48 be requested under a Freedom of Information request.***  **199. X16 BUS SERVICE UPDATE**  Councillor Taylor outlined the details of a reply from Beverly Owen, Strategic Director-Place for Newport City Council dated 11th April, a copy of which is available on the Council’s website.  Councillor Taylor had extended an invitation for a representative of Newport CC to meet with Marshfield CC representatives to discuss the matter.  A coffee morning for residents to raise awareness of the issue has been arranged for 10:30 on 12th May at the Gateway Centre, St Mellons Road. Posters and flyers have been prepared and invitations  have been sent to Jayne Bryant AM and representatives from the Older Person’s Commissioner’s office and Newport City Council.  ***Councillor Taylor proposed that the Council finances the cost of refreshments for the event up to a cost of £30. The Council agreed with the proposal and asked Councillor Taylor to present receipts for the purchases for reimbursement.***  **200. MULTI-USE GAMES AREA**  a) Update  Councillor Stockham said the Working Group was pleased with the finished product which had been well used since construction had been completed. He gave details of further work needed to the ditches adjacent to the playing field and some issues relating to the invoice that had been received from HAGS-SMP concerning time to complete the project, recycling and reinstatement work.  The total requested in the invoice amounted to £96764.52 including VAT but this could alter following negotiations about the issues raised.  ***Councillor Taylor proposed that the Council authorises payment of the HAGS-SMP invoice subject to further negotiations. The Leisure Facility Working Group are to confirm to the Clerk the final amount to be paid to HAGS-SMP.***  ***The Council resolved to agree to the proposal.***  Councillor Rigby questioned the need for a new footpath to the MUGA as users have been seen walking a route away from the proposed path.  b) Benches and Litter Bins  Councillor Taylor reported that two Trimline litter bins had been delivered by Glasdon UK ltd and had been fitted to the MUGA fencing.  ***Councillor Stockham proposed purchasing a further two of the Trimline litter bins from Glasdon UK Ltd. At a cost of around £200. The Council resolved to agree to the proposal but purchase will be reviewed by the Working Group before ordering.***  c) Drainage Ditches and St Mellons Road Gate  ***Councillor Stockham informed the Council that the gate had required emergency repairs for safety reasons which had been carried out by Mark Redwood and proposed that Mr Redwood should be reimbursed for the work done.***  ***The Council agreed to meet the costs of this work but required an invoice detailing the costs.***  Councillor Stockham provided details of work required to blockages in the drainage ditch alongside the St Mellons Road edge of the playing field and some areas further along its course which could lead to flooding.  ***The Council resolved to write to Natural Resources Wales and Newport City Council with details of the work required and ask for emergency clearing.***  d) James Rowlands Memorial Plaque  Councillor Taylor had spoken to Mrs Rowlands who was in favour of a plaque on a bench near the MUGA.  ***The Council resolved to further consider the matter when benches are in place.***  **MATTERS ARISING FROM THE LAST MEETING**  201. Police Matters (Min 175)  Councillor Stockham had liaised with the Village Hall Management Committee about monitoring the issues raised.  202. X16 Bus Service (Min 177)  Councillors Rigby will make informal enquiries about the feasibility and cost of seeking a judicial review of proceedings on the decisions made by Newport City Council.  203. St Mellons Road – Damaged Verge and Barriers (Min 182)  The Clerk had been told by Cardiff CC that the problems were in Newport CC area. Councillor Taylor agreed to identify the exact locations to be sent to both councils.  204. Multi-Use Games Area (Min 186)  The Clerk had sought advice from ESPO and Zurich Insurance about the signing-off arrangement and had been told by ESPO that HAGS-SMP could be trusted to complete their work to a safe standard without a post installation inspection. Zurich insurance had agreed to add the multi-use games area to the Council’s policy for all risks and public liability, until the end of the policy in June 2017.  205. Survey Monkey (Min 189)  As Councillor Stephen Davies was absent the Council will be advised on progress later.  206. Communication (Min 192)  Councillor Taylor referred to the communications posted about the MUGA and illicit substance misuse and the positive comments fed back.  **207. FINANCIAL MATTERS**  a) Concurrent Functions Allocation 2017/18  The Clerk reported that Newport City Council had confirmed the allocation would be £7244 for 2017/18.  b) Concurrent Functions Allocation Request - Marshfield Village Hall Management Committee  The Treasurer of the Village Hall Management Committee wrote to request £5000 from the 2017/18 concurrent functions payment by Newport City Council.  ***The Council unanimously agreed to donate £5000 to the VHMC towards its maintenance and upkeep.***  c) Donation Towards the Maintenance and Upkeep of Castleton Baptist Church Graveyard  The Secretary of Castleton Baptist Church wrote to ask the Council for a donation towards the upkeep and maintenance of the graveyard at the junction of Marshfield Road and the A48.  ***Councillor Clark proposed a donation of £150 which was agreed by the Council***  d) Society of Local Council Clerks  The Clerk asked the Council to pay £108 to renew the subscription for 2017.  ***The Council agreed to pay the subscription.***  e) Donation Towards Bee Keeping  Tracy Sweet wrote to update the Council on progress in constructing a bee hive on the allotment site and provided a copy of an invoice from BeeInventive Ltd for materials. Mrs Sweet asked for payment of the £150 donation agreed during the January Council meeting.  ***The Council agreed to pay the £150 donation.***  f) Invoices  The Council agreed to pay the following invoices:   * Castleton Turf & Soil Ltd – Compost for community raised beds - £101.01 * Castleton Turf & Soil Ltd – Timber and post mix for water station on Church Lane site - £298.75 * Newport City Council – Village Hall grounds maintenance 1/1/17-31/3/17 - £910.66 * Glasdon UK Ltd – 2 No. Trimline litter bins and fixings - £204.74 * Amberol Ltd – 6 No. Moulded seats, 6 No. 90L Litter bins and fixings - £3377.82 (To be paid following delivery).   g) Cheques  101645 G Thomas – Salary March (net) 442.46  101646 HMRC – PAYE March 110.40  101647 G Thomas – Internet connection March 18.00  101648 K Evans – Allotment gate key deposit refund 20.00  101649 Newport CC – V Hall grounds maintenance (Min 207f) 910.66  101650 Castleton Turf & Soil Ltd - Allotment compost (Min 207f) 100.01  101651 Glasdon UK Ltd – Litter bins (Min 207f) 204.74  101652 Castleton Turf & Soil Ltd (Min 207f) 298.75  101653 Unused  101654 Amberol Ltd – Benches and litter bins (Min 207f) 377.82  101655 Marshfield Village Hall MC – Concurrent functions funding (Min 207b) 5000.00  101656 Castleton Baptist Church – Graveyard maintenance donation (Min 207c) 150.00  101657 Society of Local Council Clerks annual subscription (Min 207d) 108.00  101658 Tracy Sweet – Bee keeping donation (Min 207e) 150.00  **208. TREE MAINTENANCE AT VILLAGE HALL GROUNDS AND ALLOTMENT SITE**  Councillor Taylor explained the details of issues caused by one tree at the edge of the Marshfield Road allotment site lease from Newport CC. He had contacted Newport City Council’s Tree Officer who had sought legal advice on who is responsible but this had proved inconclusive. Newport City Council had offered to come to an arrangement involving a preferential price for the necessary work.  Trees growing within the Village Hall grounds that require maintenance will be reported on.  Councillor Stockham added information about the trees that may require maintenance.  ***Councillor Taylor proposed that the Finance Committee should look at the costs of tree maintenance and budget for the necessary work.***  ***The Council agreed to add this matter to the agenda for the next Finance Committee.***  **209. PLANNING MATTERS**  **a) The Council decided that there were no observations to send to Newport City Council on the following planning application:**  **MCC 838 – Conex 17/0205**  **PROPOSAL**: PROPOSED LOFT CONVERSION TO INCLUDE INCREASED ROOF HEIGHT  **SITE:** 9, THE MEADOWS, MARSHFIELD, CARDIFF, CF3 2AY APPLICATION TYPE: Full  **b) Council confirmed it has no comments for Newport CC on the following planning application:**  **MCC 837 -Conex 17/0179 - Full**  **PROPSAL:** DEMOLITION OF EXISTING SINGLE STOREY SIDE EXTENSION AND ERECTION OF PART TWO STOREY, PART SINGLE STOREY SIDE EXTENSION  **SITE:** MILLBROOK HOUSE, MILL LANE, CASTLETON, CARDIFF, CF3 2UT  **c) MCC825 Conex 16/1036**  Proposal: Three Bedroom Dwelling  Site: Land to the North East of The Barn, Mill Lane, Castleton, Cardiff  Councillor Southworth-Stevens reported that this application is back with Newport City Council for consideration.  **210. ALLOTMENT MATTERS**  a) Allotment Committee Minutes  The minutes of the Allotment Committee held on 24th March were approved and adopted by the Council. Councillor Taylor provided information on co-option to the Committee, budgetary matters and the plan to review the tenant’s handbook.  b) Wild Flowers  Councillor Southworth-Stevens informed the Council that she had received comments on soil, bees and wild flowers. Councillor Stockham suggested the possibility of wild flowers on soil near the MUGA in the Village Hall grounds.  c) Grant Sources  Councillor Southworth-Stevens referred to information grant sources available from Jane Shatford of Gwent Association of Voluntary Organisations.  **211. CORRESPONDENCE**  a) Road Safety Marshfield Road  A letter dated 7th April from a resident of Groes Fawr Close expressed concern about the dangers posed by HGV’s travelling along Marshfield Road, school parking and the speed of vehicles generally.  The Council shared the concerns raised and wished to point out the representations it has made to the Police and Newport City Council in support of recent local measures which has led to signage to discourage HGV’s from using this route, a Green Cone Scheme for the school gate and the introduction of a Community Speed Watch.  b) Multi Use Games Area  Councillor Taylor told the Council he had replied to two emails received from a resident living adjacent to the Village Hall playing fields concerning activities on the multi-use games area.  c) X16 Bus  Councillor Taylor told the Council he had responded to a letter and petition from a resident making objections to the withdrawal of the X16 bus service.  **212. COMMUNICATION**  The Council agreed to publicise the following matters in the Marshfield Mail, Facebook and the Council’s website:   * Newport Matters Delivery * A48 Speeding * X16 Coffee Morning * Elections * Three Vacancies * Bees   **213 ANY OTHER BUSINESS**  There was no other business.  **Meeting closed 22:45** | **Action**  All  GS/MT/CG  GS/MT/CG  GS  GT  MR  MT  SD  MT/GS/MR |