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| **MARSHFIELD COMMUNITY COUNCIL**   Minutes of the Council meeting held on Tuesday 12th November 2013 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mrs Kirstie Evans (Chairperson)  Mr Cenydd Edwards  Mr Anthony Quilter  Mrs Victoria Maud  Mr Mike Woods  Mr Nathan Evans  Mr Alan Chase  Mr Karl Evans    Apologies: Mr Adam Rowbotham (holiday), Mrs Sharon Jefferson (holiday), Cllrs Richard White & Tom Suller (meeting)  In attendance: Mr Alun Lowe and Mr Mike McGow (Newport City Council), 5 members of public, G C Thomas (Clerk)    The minutes of the monthly Council meeting held on 8th October were agreed to be a true record and signed by the Chairperson.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **136. Declaration of Interests**  Councillor Victoria Maud declared an interest in The Meadows playground proposal.  **137. Community Infrastructure Levy**  The Chairperson welcomed two officers of Newport City Council; Mr Alun Lowe, Planning Contributions Manager and Mr Mike McGow, Parks and Outdoor Recreation Manager.  Mr Lowe explained the Community Infrastructure Levy (CIL) process. The CIL will be adopted by Newport CC after April 2015. Newport City Council is currently carrying out an 18-24 month consultation exercise to create an Infrastructure Delivery Plan which will identify what infrastructure is required and when it is needed, who is responsible for its provision and how it will be funded. It will help co-ordinate public and private investment and provide clarity on the amount of total investment required. The CIL will permit Newport CC to look to any new development for a payment towards these requirements. 15% of any money generated within a community by CIL will go into that community. A community council can receive this funding if it has a plan in place which has come about after consultation. The other 85% of funding will be used for strategic improvements anywhere in Newport.  The Infrastructure Delivery Plan is an evolving plan and can be revised but when the charging schedule has been agreed it cannot be changed and the Community Council can look at this schedule for information about income that is available from new development.  Section 106 payments by developers will continue when CIL is operational but these will only fund on- site facilities.  **138. LEISURE FACILITIES**  a) Section 106 Funding  The Clerk reported that following the Community Council’s application for a transfer of S106 funding, Mr McGow has arranged the necessary authorization by Newport City Council. The Community Council had given a list of 1) Landscaping of Marshfield Village Hall playing fields, 2) Provision of a new play facility at Mallards Reach/The Meadows in Marshfield/Castleton and 3) Provision of a multi-use pitch to support football during the winter months. The Council will receive £11,250 from Fletchers Garden Centre development and £25,000 from the Castleton Gardens development. This funding is conditional to it being spent in line with appropriate legal agreements and time frames and must be subject to full public consultation within the ward with the needs of the children being given due consideration. The Council has agreed to return the funding if it fails to complete the work within the required time frame.  a) Marshfield Village Hall Footpaths and Landscaping  The Clerk reported that an order has been placed with GSL(South Wales) Ltd to carry out the construction of a footpath at Marshfield Village Hall at a cost of £110800+VAT.  The Council agreed that Mr Simon Evans, the Chairman of the Village Hall Management Committee should act a project manager for this work.  (*Councillor Karl Evans joined the meeting)*  b) Meadows Playground Update and Next Steps  *(Councillor Maud declared an interest being that she is not able to support any further proposals to develop land in The Meadows and did not take part in the decision on this matter)*  The Chairperson outlined the position so far and the process that had been agreed by the Council.  Members of public present who reside near The Meadows open area were invited to speak. The residents outlined their objections to the Community Council’s proposals and the lack of direct consultation with those living nearest to the site. A petition was handed to the Council signed by 104 people living in The Meadows, Mallards Reach, The Shires and Vicarage Gardens who ‘urged the Council to reconsider its intentions’.  Mike McGow explained the history of the site and his understanding that the Community Council is looking to provide improved facilities for younger children who would be accompanied by parents.  Residents pointed out that this was not clear when a consultation exercise took place at the Village Hall. Houses were bought in The Meadows on the understanding that there would be no development on the open space and there should be no change to what exists.  Members explained that the Community Council did not wish to force a facility on the community if it is not wanted and looked at how consultation could have been done differently.  Mr McGow suggested that the Community Council could go to one provider who can show three designs for a facility that may be more acceptable to residents. This can then be the subject of further consultation.  The Council agreed to obtain revised designs for a facility at The Meadows and to carry out further consultation to include potential users at The Meadows, Mallards Reach, Vicarage Gardens and The Shires. Councillor Kirstie Evans agreed to liaise with Councillor Phillips to obtain proposals from suppliers via Mike McGow.  c) Multi-Use Sports Pitch Update and Next Steps  Councillor Rowbotham had sent quotes for a facility to the Chairperson. Councillor Karl Evans pointed out that the concept of a multi-use games area had come out top of the consultation vote which led to discussion about the need and likely use of such a facility.  The Council agreed to defer this matter until Councillor Rowbotham is present and able to present a situation report.  d) Discussion on Other Suggestions for Spend  Councillor Woods described how informal consultation with residents had helped him to understand demand in the area. Councillor Kirstie Evans saw that funding towards the youth club could be an option for spending on leisure.  **139. ALLOTMENT COMMITTEE**  a) Allotment Committee Minutes  The minutes of the Allotment Committee held on 15th October were approved and adopted by the Council.  b) Grants for Improvements  Councilllor Quilter told the Council that a report on grants available to improve allotments will be made at a later meeting.  c) Allotment Update  Councillor Quilter gave a brief update.  d) Allotment Committee Membership  Councillor Quilter confirmed that Joanne Powell has resigned as a co-opted member of the Council’s Allotment Committee.  **140. VILLAGE IMPROVEMENTS UPDATE**  a) November Litter Pick  The Council heard that the litter pick was a success and resulted in 11 bags of litter being collected.  The Council wished to pass on its thanks to Heather Bovill and Caroline Antoniou for organizing the event.  b) Play Area Repairs  The Clerk reported that Wicksteed had visited to examine the four yellow safety gates in the Village Hall play areas and concluded that they have been installed correctly.  There is restriction on all of the gates which shows that the mechanisms are working and they all close of their own accord. The gates that don’t quite close to the post just need fine adjustments as part of the Council’s ongoing inspection and maintenance regime. Members wished to await a report from Councillor Phillips before deciding on further action.  Councillor Nathan Evans agreed to send photographs of the play equipment to the Clerk to send to Wicksteed for an estimate for repair.  c) Christmas Tree and Lights  Councillor Kirstie Evans told Members that Heather Bovill had been looking into ways of providing a Christmas Tree and lights in the village.  The Council agreed to fund the provision of a Christmas tree and lights up to a maximum of £750 and authorised Heather Bovill to find a suitable arrangement that meets health and safety requirements.  d) School Traffic Plan  Councillor Alan Chase met with Mrs Goss, Head Teacher of Marshfield Primary School on 12th November to discuss the potential for measures to ameliorate traffic congestion and improve road safety outside the school. Councillor Chase circulated a summary of the main points to come from the meeting and offered two suggestions for Council actions:  1. To commence negotiations with Newport City Council and landowners for the formation of a segregated route on the western side south of Sandy Lane Farm. This could be eligible for Safe Route to School funding.  2. Review funding assistance for a school bus if identified as viable from a Travel Plan  3. The Council also wished to explore allowing parents the use of Castleton Village Hall car park with funding towards surface maintenance.  The Council agreed that Councillor Chase should contact Newport City Council to move forward these recommendations.  **REVIEW OF ACTIONS FROM PREVIOUS MEETING**  141. Church Farm Trackways (Min 114b)  Councillor Karl Evans told members that he had contacted the Environment Agency to try to speak with the person dealing with this matter but had no success. Councillor Edwards has been contacted by a resident who expressed concerns.  142.Bus Shelters (Min 114d)  Councillor Kirstie Evans told the Council that she had contacted David Wilkie of NCC who had agreed to consider providing two additional bus shelters.  143. Bulb Planting Locations (Min 114g)  The Clerk reported that Helen Bovill had provided Newport CC with a written description of the locations where planting was done but had also been asked to provide a marked plan which is being prepared. Newport CC agreed to try to avoid mowing of these areas but could not guarantee some overlap.  144. Village Green - Groes Corner Grass (Min 121)  Councillor Quilter confirmed that reseeding of bare areas had been carried out.  145. Community Infrastructure Levy (Min 129)  Councillor Chase had examined the information provided to him and concluded that although the issues relating to school parking were a priority on the Council’s CIL consultation submission in January, the presentation at the beginning of the meeting (min 137) suggested that there is time to further develop the Infrastructure Delivery Plan.  *(Councillor Maud left the meeting)*  **FINANCIAL MATTERS**  146. Financial Regulations  Members had been provided with a copy of the latest Model Financial Regulations circulated by One Voice Wales in September 2013.  The Clerk told the Council that One Voice Wales had advised that the Council should have Financial Regulations. The Model Regulations would consolidate most of the practices already in place within the Council although paragraphs 10 and 11, relating to orders for work and services and contracts, would affect the Standing Order on Contracts that had been adopted by the Council in May 2013.  The Council agreed to adopt the Model Financial Regulations in full, including the recommended monetary thresholds for contracts. The Regulations will supersede the Standing Order on Contracts.  147. Royal British Legion Poppy Appeal  Members noted that the Chairperson had laid a wreath on behalf of the community at the Remembrance Service and that a number of Community Councillors were in attendance.  The Council agreed to donate £100 to this year’s Poppy appeal.  148. Invoices and Expenses  The Council agreed to pay the following invoices and expenses:   * Greenmoor Nurseries – Supply of bulbs £500, Supply of vouchers as prizes for the Best Kept Garden Competition £75 –Total £575 * One Voice Wales – Three allotment training course places on 9th May, less £15 bursary – Total £15 * Heather Bovill (Marshfield Magpies) – Laminator and Laminating Pouches £16.71, Refreshments for events £9.47 – Total £26.18 * Ken Honey (Allotment Committee) – Reimbursement of gate key deposit refund paid to K Black plot 59 £7.50 * D & S Miller (Former allotment tenant) – Replacement of cheque 1318 that was returned damaged.   149. Income  The clerk reported receipt of the following income:   * Newport City Council – Website development grant from Welsh Government -£500 * Newport City Council – S106 funding transfer - £36,250   Councillor Chase agreed to check on courses relating to Wordpress that may be suitable for use of the website development grant.  150. Cheques  101336 G Thomas – Salary October (net) £267.75  101337 G Thomas – Internet connection reimbursement -October £ 18.00  101338 G Thomas – HMRC PAYE £ 67.00  101339 One Voice Wales – Allotment Training Course Fee £ 15.00  101340 Royal British Legion Poppy Appeal £100.00  101341 D Miller – Allotment gate key deposit refund (replacement cheque) £ 10.00  101342 K Honey – Allotment reimbursement –K Black gate key deposit refund £ 7.50  101343 Greenmoor Nurseries – Bulbs & BKG Competition prize £575.00  101344 Heather Bovill – Marshfield Magpies reimbursement £ 26.18  **PLANNING MATTERS**  151. Planning Application Observations    The Council considered its observations to the following planning applications:  *(Councillor Quilter declared an interest in MCC 740 and took no part in the decision)*  i) MCC 739 – Conex 13/1013  **Proposal**: Erection of first floor side extension over existing garage to form bedroom/en-suite and single storey extensions to side and rear of property.  **Site:** 45 Mallards Reach, Marshfield  ***No observations.***  ii) MCC 740 – Conex 13/1095  **Proposal**: Erection of part single storey and part two storey side extension.  **Site:** 107 Mallards Reach, Marshfield, CF3 2NL  ***No observations***  iii) MCC 741 – Conex 13/1099  **Proposal:** Change of use from part residential and part agricultural to full residential. Demolition of outbuildings and two storey front, rear and side extensions and single storey side extension.  **Site:** Colinda, 112 Marshfield Road, Marshfield, CF3 2TU  ***No observations***  *(Councillor Karl Evans left the meeting)*  152. M4 Corridor Around Newport  Members noted the Welsh Government draft Plan Consultation Document and information seen at exhibitions.  The Council agreed that Councillor Chase should prepare a response on behalf of the Council and circulate it to Members for consideration at the next Council meeting on 3rd December. The draft response will also be placed on the Council’s website to allow feedback before sending the agreed response by 16th December.  152. Cardiff Local Development Plan  The Council had received notice of the Cardiff LDP consultation from Newport City Council on 4th November and agreed to make the following observation to Cardiff City Council:  *Marshfield Community Council wishes to comment on the Strategic Site marked as ‘H’ -South of St Mellons Business Park.*  *Unless there is an absolute need for residential or business development on this land we urge Cardiff City Council not to develop it as it infringes on green wedge between Cardiff and Newport.*  **CORRESPONDENCE**  153. Fouling of Land by Dogs Newport Order 2013  Newport City Council provided a copy of the proposed Order and invited representations. The Council noted the proposals.  154. Caldicot and Wentloog Internal Drainage Board  The Council noted an e-mail from One Voice Wales concerning the possible transfer of the functions carried out by Caldicot and Wentloog Internal Drainage Board to Natural Resources Wales.  **155. COMMUNICATION**  The Council agreed to publicise the following matters:   * Thanks to volunteers involved in the litter pick. * Police warnings about burglaries in the area * M4 Corridor Around Newport consultation * Poppy Appeal * X16 Bus service * The Meadows   Councillor Nathan Evans agreed to write a draft article with the information to be published and circulate it to Members before issuing it for printing.  **ANY OTHER BUSINESS**  156. St Mary’s Church  Councillor Nathan Evans told the Council that the current financial position of the church is safe for the moment due to local fundraising that is vital to cover its running costs. Volunteers are needed for planned fund raising events.  157. Dog Fouling  Councillor Chase was concerned about a dog fouling problem in Oakfields, Marshfield. The Council discussed the matter.  **Meeting ended 22:29** | **Action**  **£**  **SE**  **KE/DP**  **AR**  **DP**  **NE**  **HB**  **AC**  **£**  **£**  **AC**  **AC**  **GT**  **NE** | |
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