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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Council meeting held on 12th April 2016 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Joel Williams (Chairman)  Mrs Linda Southworth-Stevens  Mr Cenydd Edwards  Mr Mathew Taylor  Mrs Catherine Grady  Mr Geoff Stockham  Mr Mike Rigby  Mr James Rowlands    Apologies: Mr Alan Chase (ill), Newport City Councillors Tom Suller & Richard White (meeting).  In attendance: 12 members of member of public, including the Headteacher of Marshfield Primary School and representatives of the school’s Parents and Friends Association, G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  -  The minutes of the Council meeting held on 8th March 2016 were agreed to be a true record and signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **186. Resignation**  The Council received Mr Adam Rowbotham’s resignation from the Council. Members wished to thank Mr Rowbotham for his contributions to Council work since his election in 2012.  The Council declared a vacancy and asked the Clerk to arrange the necessary notices.  **187. DECLARATION OF INTERESTS**  No interests were declared.  **188. CO-OPTION TO FILL VACANCY**  The Council met Sarah Lyons and Susan Davies who had expressed an interest in taking the vacant seat on the Council caused by the resignation of Mr David Collingbourne.  Members of the public and the candidates were asked to leave the meeting room whilst the Council decided who to co-opt. ***The Council resolved to co-opt Susan Davies to the Council.***  Mrs Davies completed a Declaration of Acceptance and participated in the following meeting.  **189. PUBLIC PARTICIPATION**  a) Two members of public passed a copy of a petition signed by 147 residents and explained their request for restrictions to prevent the issues caused by heavy vehicles that choose to use Marshfield Road as a through route or as a stop-over.  ***Councillor Williams proposed that the Council sends a letter to Newport City Council of supporting the aims of the petition and asking for HGV restriction signs to be installed at either end of Marshfield Road. The Council unanimously resolved to agree to this proposal.***  b) A member of public told the Council she had witnessed a further incident of a car being driven along the cycle track between Pentwyn Terrace and The Hollies.  ***Councillor Grady proposed that the Council writes to Newport CC about these issues and added her concern about the lack of sufficient signage along the A48 at Castleton to inform divers of speed restrictions. The Council resolved to agree to write to Newport CC about these matters.***  c) A member of public expressed concern about the efficiency of the demand responsive service 31 which has become a problem again.  Councillor Williams proposed inviting the Operations Manager of Newport Bus to a future Council meeting to discuss the shortcomings of the service.  **190. MARSHFIELD PFA DONATION REQUEST**  The Chairman brought forward agenda item 11a. The Council welcomed representatives of Marshfield School PFA and the Headteacher. Bhavna Mungur-Bundhoo, Chairperson of the PFA circulated information about their need for £8000 funding for equipment for the new nursery in the school to be opened in September 2016. The Council was asked to donate £3000 which the PFA proposed to match fund.  ***Following discussion, the Chairman noted a general sense of support for the school and proposed that the*** ***Council’s Finance Committee should consider the budget for 2016/17 to bring a proposal to the Council for an amount to be donated to the PFA.***  ***The Council resolved to agree to this proposal and asked for a representative of the PFA to attend the May Council meeting.***  Councillor Grady suggested that the PFA could publish a list of items required for the new nursery so that individuals can consider personal funding for an item.  **191. LEISURE FACILITIES WORKING PARTY**  The Council reviewed which Council Members are to be part of the Leisure Facilities Working Party.  ***The Council resolved that Councillor Geoff Stockham, Councillor Catherine Grady and Councillor Mathew Taylor will represent the Council on the Working Party. (Also see minute 192b)***  **192. MULTI-USE GAMES AREA**  a) Public Exhibition and Consultation – Councillor Taylor reported that from the public exhibition and consultation, held on Saturday 2nd April and Wednesday 6th April, 142 people completed a questionnaire. Councillor Taylor had produced statistics of the feedback including expected usage and preferred size of the proposed facility.  b) Next Steps – Councillor Stockham detailed the process to be followed to achieve completion of the project and invited Councillor James Rowlands to join the Working Party, which he accepted.  ***The Council resolved to add Councillor Rowlands to the Working Party membership.***  c) Size of the Facility and involvement of Eastern Shires Purchasing Organisation (ESPO) – The Clerk gave details of the process required by ESPO including their Access Agreement, Further Competition Template and Confirmation of Award.  ***Councillor Williams proposed that the Council agrees to build a multi-use games area size 34M x 19M following the results of the public consultation questionnaire and that the Working Party will look at all matters and bring a report to Council next month.***  ***The Council unanimously resolved to agree to the proposal with one abstention.***  **193. PLANNING MATTERS**  a) Planning Committee Minutes  The minutes of the Planning Committee held on 22nd March were approved and adopted by the Council.  b) Paper Documents for Consultation  A letter dated 24th March was received from Tracey Brooks, East Area Team Manager, Regeneration, Investment and Housing Division in response to the Council’s letter agreed in minute 178b.  Ms Brooks outlined the reasons for withdrawing paper copies of planning applications sent to community councils for comment and concluded that she would not be changing her decision on the matter.  Councillor Williams said the matter had been taken up in the NCC Liaison Meeting and Tracey Brooks was to be invited to the next Liaison Meeting to discuss the matter.  ***The Council resolved to await the outcome of the Liaison Meeting before further consideration.***  **REVIEW OF ACTIONS FROM THE LAST MEETING**  194. Newport City Councillors Report – Doctor’s Surgery (Min 172a)  The Council approved a draft letter that the Clerk had prepared to be sent to the Aneurin Bevan Health Board.  195. Newport City Councillors Report – Water on Church Lane (Min 172c)  Councillor White had emailed on 11th April to say that NCC Streetscene had informed him the developer has to resurface and reshape the road so that water is directed into the road gullies.  The Council asked the Clerk to contact Newport CC again for more information about the drainage issues near 122 Marshfield Road.  196. Newport City Councillors Report – Highway Footpaths (Min 172f)  The Clerk reported that the letter to NCC Streetscene is pending as details of the locations affected by bank encroachment or overgrown vegetation had not been received.  **Members agreed to send details to the Clerk for inclusion in the letter.**  197. Cardiff Conservation Volunteers (Min 173)  Councillor Southworth-Stevens told the Council that a list of suggested projects will be sent to CCV and they will decide which tasks are suitable for their services.  198. Village Hall Management Committee – Multi Use Games Area and Extension to The Hall (Min 176)  The Clerk reported that the VHMC had been notified about the Council’s resolution to support the original plans for the Village Hall extension.  Councillor Stockham said a new Committee is now in place which he felt had a different outlook and gave hope for greater co-operation between Marshfield Community Council and Marshfield Village Hall Management Committee.  199. Communication (Min 184)  Councillor Taylor referred to the comment in the Marshfield Mail concerning an agreement with the shop for the litter bin outside the shop to be emptied. He understood that this had not been fully agreed by the shop owner who had some reservations.  200. Donation to the Village Hall Events Team (Min 185a)  The Finance Committee had not yet met.  **201. FINANCIAL MATTERS**  a) See minute 190.  b) Allotment Committee Budget 2016/17  Councillor Taylor asked the Council to agree a budget for the Allotment Committee for 206/17.  ***Councillor Williams proposed a budget of £3000. The Council resolved to agree a total budget of £3000 for allotments.***  c) Queen’s 90th Birthday Celebrations  Councillor Taylor had attended a meeting of the MVHMC Events Team and had proposed a donation of £700 towards the cost of organising a community picnic including fancy dress, ice cream, bar, games, posters/ flyers. The Events Team had also asked for clarification of who would benefit from any profit from money raised on the day.  ***Councillor Williams proposed that the Council donates £700 towards the cost of staging a picnic event open for all residents and that any profits remaining from the event should be ring fenced for future use by the Village Hall Events Team. The Council resolved, by majority, to agree to the proposal.***  d) Invoices  The Council agreed to pay the following invoices:  Newport City Council – Village Hall ground maintenance 1/1/16-31/3/16 - £910.66  SEEprint Ltd – 5000 A5 leaflets – Leisure facilities public consultation notice - £155.00  SLCC – Clerk’s annual membership 2016 - £103.00  e) Cheques  101543 G Thomas – Salary March (net) £ 273.73  101544 HMRC – PAYE March £ 68.40  101545 G Thomas – Internet connection £ 18.00  101546 Newport CC – V Hall Grounds Maintenance £ 910.66  101547 S Bowley (Plot 44) – Allotment shed and key deposit refund £ 40.00  101548 A Stout (Plot33) – Allotment shed and key deposit refund £ 40.00  101549 SLCC – Annual Membership Subscription £ 103.00  101550 Seeprint – Leaflet Printing (Min 177) £ 155.00  101551 Marshfield VHMC – Donation towards Queen’s Birthday Picnic £ 700.00  **202. CORRESPONDENCE**  a) Code of Conduct for Members  The Clerk presented the information received concerning the Code of Conduct for Members revised by the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.  **The Council resolved to adopt the revised model code.**  b) Facebook  Councillor Grady had circulated to Council Members details of a Facebook communication with a resident in order to bring it to the attention of the Council. The resident had put forward ideas for Council spending.  Councillor Williams stated that the Council had full faith in Councillor Grady who operates the Facebook pages. Her conduct is exemplary and she has positively contributed to the public face of the Council.  ***Councillor Williams proposed that he, Councillor Taylor and Councillor Grady work on a protocol for Facebook administration to be brought to the Council. The Council resolved to agree with this proposal.***  Councillor Rigby expressed concerns about dealing with public on a personal basis via Facebook and related instances as examples together with concerns about Councillor Southworth-Stevens’ circulation of photographs of multi-use games areas. Councillor Southworth-Stevens felt that her character had been besmirched. Councillor Williams added that the conduct of Councillor Grady and Councillor Southworth-Stevens had not been called into question.  **203. COMMUNICATION**  Councillor Taylor and Councillor Williams agreed to consult to prepare a communication for the Marshfield Mail and Council website to include details of the petition for restrictions on HGV’s, the results of the MUGA consultation and plans for the event at the Village Hall on 21st June for the Queen’s birthday.  **204. ANY OTHER BUSINESS**  a) Inclusive Swing  Councillor Grady asked for an item on purchasing a new swing to be included in the agenda for the next meeting.  b) Network Rail  Councillor Grady relayed complaints about noise from piling work that had extended beyond the times originally indicated by several hours.  c) Youth Club  Councillor Grady asked about the progress in re-starting the youth club at the Village Hall. Councillor Taylor said the Working Party set up is still considering this and will report to the next meeting.  d) Allotment Committee  i. Councillor Taylor told the Council that the Committee is planning to spend on gates and paths and asked for details of the Committee’s terms of reference for financial limits and details of previous contractors.  ***ii. Councillor Taylor asked Councillors to give their views on tenants keeping chickens on the allotment site***. ***Councillor Williams proposed that the Council would agree to this provided no cockerels are allowed. Members resolved to agree with this proposal.***  iii. Councillor Taylor asked the Council for guidance on allocating allotment plots to people who live outside the Marshfield CC area. Members agreed to add this to the agenda for the next meeting.  **Meeting ended 22:00** | GT  GT  GT  GT  JW/GS/MR  JR/GS/CG/MT  GT  GT  All  JW/GS/MR  JW/MT/CG  JW/MT |
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