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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 12th July 2016 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Joel Williams(Chairman)  Mrs Linda Southworth-Stevens  Mr Mike Rigby  Mrs Catherine Grady  Mr Geoff Stockham  Mrs Susan Davies    Apologies: Mr Mathew Taylor (holiday), Mrs Sarah Lyons (family matters), Newport City Councillors Tom Suller (holiday) & Richard White (meeting), Mr J Hayman (Aneurin Bevan University Health Board)  In attendance: Four members of public, PS Clive Elliot and CSO Huw Moses (Gwent Police), G C Thomas (Clerk)  The minutes of the Council Meeting held on 12th June were agreed to be a true record and signed by the Chairman.  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  -T**20. DECLARATION OF INTERESTS**  No interests were declared.  **38. PUBLIC PARTICIPATION**  a) A member of public asked the Council for help with a problem caused by foliage overhanging their property and causing damage to the roof. The Council did not wish to become involved in a private dispute but it was suggested that the member of public should contact landlord of the property causing the problem to ask for a remedy. Police officers present offered the advice that the member of public is permitted to cut back the foliage overhanging their property but should return the cuttings to the occupier of the property from where the foliage is growing.  b) A member of public asked about the situation concerning an offer of land which could be used for school parking. The Chairman explained the present position and said that the owner of the land could contact the Council again if he wishes to review the matter.  c) A member of public was concerned that proposed housing development on St Mellons Road would affect road safety. Councillor Southworth-Stevens explained how the Community Council had made Newport CC aware of potential issues at the time of the planning application. There was general discussion about how speed can be controlled on this section of road which has no pavement.  d) A member of public enquired about recent mobile bungalows that had been located in a farm. Councillor Southworth-Stevens said that details of a retrospective planning application for one bungalow had been received by the Council.  **39. POLICE MATTERS**  a) Craig Yr Haul Drive  The Council received an email dated 30th June concerning difficulties to pedestrians caused by cars parking on the pavement in Craig Yr Haul, Castleton and asked the police if they could assist.  Police officers present agreed to look at the matter.  Councillor Rigby suggested that the police write to the offenders and Councillor Southworth-Stevens suggested the police give advice in the Marshfield Mail.  b) Police Report  The police report for activities occurring the Marshfield Ward in June had been circulated to Members and CSO Huw Moses went through the details.  Councillor Rigby told the police officers that he had received complaints about alleged drug dealing in Church Lane. Sgt Elliot asked that any information should be sent to the police via the 101 call system.  c) Bench Seat, Marshfield Road  The Chairman asked if the police could monitor the area opposite the Marshfield Road post office during the summer as the bench is to be reviewed in September.  d) Police & Crime Commissioner Meeting  The PCC wrote on 7th July inviting representatives of Marshfield Community Council to a meeting on 14th September to discuss joined up working and your police service. Councillors Stockham, Southworth-Stevens and Williams were interested in attending with the Chairman.  **40 Co-option to Fill Council Vacancies**  The Clerk reported that there had been some enquiries about the role but no one was present at the meeting to seek co-option.  **41. Resignation**  The Council received Councillor James Rowland’s resignation from the Council and declared a vacancy. The Clerk was asked to prepare the necessary notices to advertise the vacancy.  Members wished to thank Mr Rowlands for the work he had done for the community including the expertise and advice for the proposed multi-use games area.  **MATTERS ARISING FROM THE LAST MEETING**  42. Network Rail (Min 21)  The Council agreed to postpone Network Rail’s update until the October Council meeting  43. Allotment Committee (min 23a)  The Chairman had received a copy of the skip hire invoice and had passed it to the Clerk.  44. To Decide on the Provision of an Inclusive Swing for the Village Hall Play Area (Min 31)  The Clerk reported that WM Garden Services were unable to offer the same guarantees on the used seat they had available as the manufacturer would not accept any claim. The Chairman and Vice-Chairman had been consulted and it was agreed to purchase the new seat, which had been agreed in May (Min 14h) before the used seat was offered.  ***The Council confirmed that WM Garden Services should supply and fit a new Mirage swing in place of one seat in the junior swing set.***  45. A48 Castleton (Min 32)  The Council had received a copy of an email from a Castleton resident who had made a Freedom of Information request to Newport CC for accident statistics on the A48 at Castleton.  46. Bank Signatories - Financial Matters (min 33c)  The Chairman and Councillor Southworth-Stevens signed the mandate change form required to add Councillor Stockham to the list of signatories. This will be sent to the Mandate Change Team and tie up with Councillor Stockham’s Personal Details form to be sent via a Barclays Branch.  47. WW1 Centenary Fields In Trust (Min 35a)    Fields in Trust Cymru emailed on 8th July providing more information about the scheme which showed that a legal process has to be followed to create a deed of dedication and some cost will be incurred by the Council.  ***The Council resolved to set up a group comprising Councillors Williams, Stockham, Grady and Southworth-Stevens to study the details of the scheme and come back with recommendations. The matter should be included in the agenda for the September meeting***  **48. M4 Improvement Scheme**  The Council received a letter dated 22 June from the Welsh Government concerning a Public Local Inquiry and a Pre-Inquiry Meeting. A further letter dated 23rd June from Persona Associates gave details of the Pre-Inquiry Meeting to be held at Lysaght Institute, Newport on 18th July, before the Inquiry planned for Autumn 2016.  The Council wished to consider its position on the proposal to develop the black route to improve the M4. Members were given an opportunity to express their views on the proposals during a discussion. ***A proposal was made that Marshfield Community Council is against the black route.***  ***The Council resolved unanimously to agree to the proposal. There were two abstentions.***  The Chairman asked that the matter be added to the agenda for the September meeting and asked Members to provide details of their objection or support for the various aspects of the scheme.  **49. Multi-Use Games Area**  Councillor Stockham advised on the present position regarding the planning application for the proposed multi-use games area.  ***Councillor Williams proposed that the Council should agree to make arrangements for a further competitive tendering process under the ESPO framework 115 for metal MUGA’s and that the Leisure Facility Working Party should be given the power to set out the specification to be included in the invitation to tender to be sent to potential contractors.***  ***The Council resolved to agree to this proposal.***  **50. FINANCIAL MATTERS**  a) Clerk’s Hours  The Council had agreed to pay for hours in excess of contractual hours up to 31st March 2016 and then made a permanent change increasing the Clerk’s contractual hours to 12 hours per week. This took effect from the date of the decision on 14th June.  The Clerk provided details of hours worked from 1st April to 14th June which were 59.5 hours over the contractual hours in place at that time.  ***The Chairman proposed that the Clerk should be paid for the excess hours at the appropriate basic hourly rate which would allow the new hours to begin from a zero base starting on 14th June.***  ***The Council resolved to agree to this proposal.***  b) Invoices  The Council agreed to pay the following invoices:  Playsafety Ltd – Annual play area safety inspection for toddler and junior play areas - £105.00  Newport City Council – Village hall grounds maintenance 1/4/16-30/6/16 - £910.66  c) Stamps, Stationery, Printing  The Clerk provided receipts and asked to be reimbursed for spending on stamps, printing and stationery purchased for the Council between December 2015 and July 2016 which amounted to £168.95.  ***The Council resolved to reimburse the amount requested***  d) Cheques    101575 G Thomas – Salary June (net of HMRC payments due to date) £ 145.93  101576 HMRC – PAYE June pay + excess hours payment deductions £ 406.93  101577 G Thomas – Salary July(net) £ 442.26  101578 HMRC – PAYE July £ 110.60  101579 G Thomas – Internet connection June & July £ 36.00  101580 Playsafety Ltd – Play area annual inspection (Min 50b) £ 105.00  101581 Newport City Council – Village Hall Grounds Maintenance (Min 50b) £ 910.66  101582 G Thomas – Reimb. Stamps, printing, stationery (Min 50c) £ 168.95  101583 J Ludlow – Allotment gate key and shed deposit refund £ 180.00  101584 G Thomas – Clerk’s additional hours worked (gross) (Min 50a ) £ 656.00  **51. PLANNING MATTERS**  a) Planning Committee Minutes  ***The minutes of the Planning Committee held on 21st June 2106 were approved and adopted by the Council***  b) Planning Application Observations  ***The Council resolved to give no objections to Newport City Council for the following planning applications:***   * *MCC 816 - 16/0428*   Site: Karelia, Wellfield Road, Marshfield, Cardiff, CF3 2UB  Proposal: Part Single Storey, Part Two Storey Side and Rear Extension to Form Granny Annex to be used in Conjunction with Main House.   * MCC 817 – 16/0495   Site: 14 Tynewydd Drive, Castleton, CF3 2SB  Proposal: 20% Crown Thin Oak Tree, Protected by Order 4/84.  **52. CORRESPONDENCE**  a) Natural Resources Wales – Fly Tipping  Councillor Brian Miles of Wentloog CC emailed on 7th July to inform the Council of a meeting arranged by NRW on 18th July which is to create a working group to focus on fly tipping on the Gwent Levels. A representative of Marshfield CC is invited to attend.  ***Councillor Linda Southworth-Stevens agreed to attend on behalf of the Council.***  **53. COMMUNICATION**  a) The Promotion of Council Activities  Members were asked to consider ways that the Council could promote its activities among local residents. Discussion head suggestions for drop-in coffee mornings and a newsletter strategy.  ***The Chairman proposed that Members should think about activities that the Council is involved in that could be promoted and to further discuss this during the September Council meeting.***  ***The Council resolved to agree to this proposal.***  b) Items that could be included in the Marshfield Mail  M4 Proposals  Council vacancies  Parking  Speeding  How garden waste constitutes fly tipping  Fields in Trust – Centenary Fields proposals*.*  c) Notice Board Notices  Members heard about a request from St Mary’s Parochial Church Council to hold a Council notice board key so that they can place their notices. The Chairman asked about the management of the notice board if various key holders have access and discussion took place.  ***The Council resolved to allow existing key holders to take notices for insertion to notice boards but they must be given approval by Councillor Grady before being inserted and also approval will be required before notices are removed.***  **54. ANY OTHER BUSINESS**  a) Fly Tipping Channel View  Councillor Stockham was concerned about fly tipping in Channel View, Castleton.  b) Cardiff Conservation Volunteers  Councillor Southworth-Stevens asked if the Council would wish to engage the CCV for any future work  ***The Council resolved to appoint CCV for one day and to create a list of possible projects from which, one will be agreed.***  **Meeting ended 22:10** | Actions  MT/GS/LSS/  JW  GT  GT  GT/GS  JW/GS/CG/  LS-S  All  GS/CG/MT/GT  LS-S  All  CG  All |
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