|  |  |  |
| --- | --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**   Minutes of the Council meeting held on 13th January 2015 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Alan Chase (Chairman)  Mr Anthony Quilter  Mrs Linda Southworth-Stevens  Mr James Rowlands  Mr David Collingbourne  Mr Geoff Stockham  Mr Joel Williams  Mr Cenydd Edwards  Apologies: Mrs Victoria Maud (family), Mr M Woods (work) Newport City Councillors Richard White and Tom Suller (meeting)  In attendance: Mrs Heather Bovill and Mr Bovill (Marshfield Action Group [Magpies]), Ms Sharon Owen (Welsh Hearts), G C Thomas (Clerk).  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council meeting held on 9th December were agreed to be a true record and signed by the Chairman.  **107. Declaration of Interests**  No interests were declared.  **108. Welsh Hearts**  The Council welcomed Ms Sharon Owen, Charity Director for Welsh Hearts of Cardiff. Ms Owen gave a presentation explaining the work of the charity and answered questions about practical issues concerning the siting and use of defibrillators within a community. Ms Owen told the Council that the charity requires donations of time and money to provide defibrillators and services such as working with cardiologists and GPs from all over Wales to offer heart screening sessions for people between 11 and 35 years of age and cholesterol testing.  The Council expressed an interest in having a defibrillator in the locality and was told that the charity can arrange to supply a defibrillator, external storage box and training for £1400. Although the defibrillator batteries last seven years the storage box would require an electricity supply.  The Council agreed to spend £1400 for Welsh Hearts to provide a defibrillator, preferably to be located at Marshfield Village Hall and to pay the resulting installation costs which are not part of Welsh Hearts’ package. Members considered other suitable locations for defibrillators within the community and also considered approaching local businesses for funding should the need arise.  Councillor Linda Southworth-Stevens agreed to contact the Marshfield Village Hall Management Committee to seek agreement for this proposal and to find out if other defibrillators are located in the area. Members felt that a training session should be organized before the defibrillator is installed and considered the possibility of approaching local businesses to seek voluntary assistance with installation.  **109. Marshfield Action Group – Street Cleanliness**  The Council welcomed Mrs & Mrs Bovill who provided details of the last litter pick arranged by Marshfield Magipes when 16 volunteers collected 35 bags of litter. There has been some improvement with the litter and dog mess problem, which has been helped by the litter bins provided by the community council but they were still disappointed by the amount of litter being seen in the area.  Mrs Bovill asked the Council to consider asking Newport CC to provide its cleaning schedules for the village to enable this to be monitored, contacting Newport CC to arrange surveillance of roads and lanes to spot fly tipping and general littering some of which occurs at lunch times and around bus stops when children are travelling, contacting business and stables at Ty Mawr Lane for co-operation in reporting anyone seen littering and purchasing signs to deter people from littering. Members also suggested highlighting the issue with an article in the Marshfield Mail and through the schools, perhaps involving Keep Wales Tidy.  Mrs Bovill agreed to provide the Clerk with a draft letter to be sent to Newport City Council, schools and an article for the Marshfield Mail. These will be forwarded to Council Members for agreement to be issued on behalf of the Community Council.  The next litter pick has been arranged for Sunday 8th March 2015 when Magpies hoped to see an increase in the number of volunteers.  **110. Election of Chairperson**  Councillor Alan Chase was proposed and Members unanimously elected Councillor Chase as Chairman of the Council.  **111. Review of Offices**  a) Vice- Chairperson  The election of Councillor Chase to Chairman had left a vacancy for Vice-Chairperson. Councillor Mike Woods was proposed and Members unanimously agreed he should be Vice-Chairman.  b) Marshfield Village Hall Management Committee  Councillor Geoff Stockham expressed an interest in taking the vacant Council’s seat on the Marshfield Village Hall Management Committee. Members unanimously agreed to Councillor Stockham filling this role and asked the Clerk to notify the MVHMC.  c) One Voice Wales Monmouthshire/Newport Area Committee  Councillor Joel Williams expressed an interest in being the Council’s designated representative to One Voice Wales. Members unanimously agreed to Councillor Williams filling this role, although any Member may also participate in One Voice Wales meetings.  d) Newport City Council Liaison Meeting  Councillor Joel Williams expressed an interest in being the Council’s designated representative to attend Newport City Council Liaison Meetings. Members unanimously agreed to Councillor Williams filling this role, although any Member may also participate in Liaison Meetings.  **112. Leisure Facilities**  **a) Multi-Use Games Area/Sports Pitch** – Councillor Rowlands told the Council he had received information about the proposed multi-use games area from Simon Evans but the working party had not met yet. Councillor Stockham suggested a public meeting to ensure a diversity of sports is incorporated in the new facilities. Members reviewed the public consultation that had already taken place and felt that this had already been established.  The Council agreed that the Leisure Facilities Working Party should meet to move thing forward based on the existing plans and report back to the Council.  **b) Marshfield Village Hall Extension -** A planning application has been submitted to Newport City Council.  **113. FINANCIAL MATTERS**  a) Precept & Concurrent Allocation 2015/16  The Clerk informed the Council that Newport City Council had set the Tax Base for 2015/16 at 1502 and required notice of the precept to be levied by Marshfield Community Council.  The Council agreed, by four votes to three, to hold the precept at £15 which will produce an income of £22530.  Newport City Council requested an estimate of the cost of running concurrent functions for 2015/16 to allow them to allocate an amount towards these costs. Members agreed to submit the same figures as 2014/15 bearing in mind that the allocation falls well short of the amount claimed:  Existing Services  Maintenance and upkeep of Community Halls 14000  Grass/Hedge Cutting of Open Spaces/Play Areas 3100  Maintenance of Play Equipment 1000  Allotments 3000  Other *(Please give details)* 3200  **TOTAL** **24300**  Details of other services:  The Council is in the process of developing a new leisure  facility that is planned to become an existing service  during 2014/15 and will then require maintenance and upkeep. 2,000  Community Council owned land at Groes Corner is now regarded  as a village green and requires maintenance and landscaping  In addition to other existing open spaces noted above. 1,000  Christmas lights and trees 200  *(Councillor Collingbourne left the meeting)*    b) Clerk’s Salary  The National Association of Local Councils and The Society of Local Council Clerks wrote to inform the Council of the recommended salary scales following the NJC agreement for a 2014-16 salary award to be applied from 1st January 2015.  The Council agreed to increase the Clerk’s pay in line with the recommended pay scales - SCP 22 will rise from £10.387 per hour to £10.527 per hour.  c) Invoices  The council agreed to pay the invoice from Newport City Council for Village Hall grounds maintenance between 1/10/2014 and 31/12/2104 amounting to £730.19.  d) Cheques  101436 G Thomas – Salary December 2014 (net) £ 270.17  101437 G Thomas – Internet connection reimbursement - December £ 18.00  101438 Newport City Council – Village Hall Grounds Maintenance(Min 113c) £ 713.19  101439 HMRC – PAYE November £ 67.60  101440 HMRC – PAYE December £ 67.40  **114. PLANNING MATTERS**  a) Planning Application Observations  The Council had no observations to make for the following planning applications:  **MCC 774 – Conex 14/1066**  **Proposal:** Proposed conversion of existing detached garage to provide garden playground with toilet and wash basin facilities.  **Site:** 5 Cambrian Grove, Marshfield, CF3 2US  **MCC 775 – Conex 14/0908**  **Proposal:** Proposed single storey rear extension  **Site**: Marshfield Village Hall, Wellfield Road, CF3 2UB  **MCC 776 – Cardiff City Council 14/02733**  **Proposal:** (Shortened description) Up to 5970 residential units with shops, food store, open space, primary and secondary schools.  **Site:** North west Cardiff  b) Newport Local Development Plan  Newport City Council wrote on 15th December to inform the Council that the Inspector’s report has been submitted to the Local Planning Authority. The report concluded that the Plan is ‘sound’ and comprises an appropriate basis for the planning area until 2026. Newport City Council will consider the Plan for adoption and an adoption statement and Sustainability Appraisal Report will then be available for inspection. The inspector’s report can be viewed at Newport City Council’s website.  **115. ALLOTMENT COMMITTEE**  Councillor Quilter gave a brief update:   * The Committee is receiving interest from prospective tenants and following the issue of invoices and requests to maintain plots some existing tenants are finishing. * The communal raised beds are to be used from March 2105 and will be free until the end of the year but a charge will be applied for following years, likely to start at £10 p.a.   **MATTERS ARISING FROM THE LAST MEETING**  116, Newport Local Transport Plan (Min 97b)  Councillor Chase reported that he had been unable to respond before the deadline.  117. Potential Safe Routes in Communities Scheme (Min 97c)  Councillor Chase reported that he had contacted Marshfield Primary School and is in the process of arranging a date for himself and Councillor Williams to meet with them.  118. New Residents Introduction (Min 106d)  Councillor Chase had circulated a draft letter to be sent to new residents and asked for feedback from Members. There was general agreement with the content and the Council agreed that Councillor Chase should deliver the letter to new residents where possible.  The Council felt that the name Marshfield Community Council may not clearly show that Castleton is included in the Council’s area and asked the Clerk to find out if the name could be changed to Marshfield & Castleton Community Council.  **119. CORRESPONDENCE**  a) Leader Programme: Local Development Strategy for Newport  The Council had been contacted by Newport City Council who provided information about the Leader programme which is part of the Rural Development Programme, an EU funded programme that will run from 2014-2020, and which supports environmental, economic and cultural initiatives across rural areas of Wales. Marshfield Ward has been classified as eligible to benefit from the scheme.  Themes that have been identified and prioritised are i) exploitation of digital technology and ii) adding value to local identity and natural and cultural resources are equally weighted. iii) Exploring new ways of providing non-statutory local services is not far behind in terms of weighting. iv) Renewable energy at community level and v) facilitating pre-commercial development, business partnerships and short supply chains have equal weighting and importance.  Delivery and management of the Local Action Group and Local Development Strategy will be undertaken by Monmouthshire County Council. Newport has been allocated £430,000. 80% of costs are funded by Welsh Government/European Commission with remaining 20% being sought at local level.  Council Members were asked to look into the Programme in more detail and to come back with ideas that can be put forward.  b) One Voice Wales Training Courses  The list of courses for February had been received from OVW. Councillor Chase expressed an interest in Module 8 –Introduction to Community Engagement and encouraged other Members to consider training courses. It was noted that the Module 8 course is due to run at the same time as the next Council meeting.  It was agreed to monitor future course arrangements and Members should let the Clerk know if they wished to attend any courses.  c) Cardiff Conservation Volunteers  CCV had been in touch stating that they were available from 3rd May onwards and asked if they would be required. Members considered work that may be suitable for the Volunteers and suggested maintaining to overgrown footpaths. The Council agreed to fund the CCV fee of £140 if suitable work is identified.  The Council asked Councillor Southworth-Stevens to liaise with Newport CC and Cardiff Conservation Volunteers to investigate if local footpath maintenance will be a suitable project and, if so, to make the necessary arrangements.  d) Keep Us Rural  David Schofield e-mailed on behalf of Keep Us Rural to let the Council know that they would not be asking for a contribution towards printing the public meeting leaflets.  **120. COMUNICATION**  The Council agreed to publicise the following matters:   * Welsh Hearts Defibrillator * Precept * Election of Chairman   **121. ANY OTHER BUSINESS**  a) Council Emblem/Logo  Councillor Chase told Members that a local graphic artist had offered his services to assist with the creation of a Council emblem.  b) Footpath to St Mary’s Church  Councillor Southworth-Stevens reported that Newport City Council is looking into fencing the path from Marysfield Bungalow to St Mary’s Church.  c) City Councillor’s Update  The Clerk reported an email from Councillor Richard White with the following information:   * Planning application 14/1067 – 62 Marshfield Road is on hold at the moment as it is invalid. * He has received complaints about dog mess and large dogs off their lead at the village hall playing fields. * Query whether youth organisations such as Torfaen Voluntary Alliance would take on the Marshfield youth club. * Repair work is due on the narrow section of St Mellons Road to Fortran Road, in Cardiff. * British Transport Police have asked for any suspicious vehicles see near railway lines to be reported to [daniel.murdoch@btp.pnn.police.uk](mailto:daniel.murdoch@btp.pnn.police.uk).   **Meeting ended 23:00** | | **Action**  **£**  **LSS/**  **GS**  **HB/GT**  **AR/JR/GS/JW/AC**  **£**  **£**  **AC/JW**  **AC**  **GT**  **All**  **All**  **£**  **LS-S** |
|  |  | |