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| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the Monthly Council meeting held on 13th June 2017 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present: Mr Mathew Taylor (Chairman) Mrs Linda Southworth-Stevens  Mrs Susan Davies Mrs Catherine Grady Mrs Lisa Clark Mr Geoff Stockham Mrs Carol-Anne Heaven Apologies: Mr Stephen Davies (resigned), Mr Mike Rigby (personal) Newport City Councillors Tom Suller (Meeting) & Richard White (holiday), Dr Phil Coles (work delays)In attendance: 1 members of public, PCSO’s Rodney Caddy and Andy Norman, G C Thomas (Clerk)The minutes of the Annual Meeting and Monthly Council Meeting held on 9th May 2017 were agreed to be a true record and signed by the Chairman.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_**19. DECLARATION OF INTERESTS**No interests were declared.**20. RESIGNATION**The Council was sorry to receive the resignation from the Council of Councillor Stephen Davies.***The Council declared a vacancy and asked the Clerk to arrange the necessary notices.*****21. POLICE E MATTERS**a) Road Safety A48 CastletonCouncillor Grady gave details of a meeting she had attended at Pillgwenlly police station with Councillor Stockham and Dr Phil Coles to discuss road safety on the A48 in the Castleton area. No one from Newport City Council had attended the meeting.Councillor Taylor said the Community Council is looking for support from the police to highlight dangers inherent in the A48 in order to pursue engineering changes to the layout which is the responsibility of Newport City Council. Councillor Taylor asked for a ‘paper trail’ of incidents reported to the police to add to the formal statistics of more major incidents held by Newport City Council. He felt that it was necessary to raise awareness of the issue with a publicity campaign and wished to involve Jayne Bryant AM.Councillor Stockham said the objective should be for the Castleton stretch of the A48 to be downgraded to a 40 MPH speed limit and wished to develop a case to present to the Welsh Government for funding to improve matters.b) Police ReportThe Chairman thanked the PCSO’s for attending the meeting and thanked them for adding the road accident statistics to the monthly police report. A request was also made for a comparison of the previous month’s figures to be included in future reports.**22. COUNCIL VACANCIES**No one was in attendance concerning the two vacancies that remained following the May election, so the matter was postponed until the next meeting.**23. PUBLIC PARTICIPATION**A member of public raised concerns about a vehicle parked in the Pentwyn Terrace area which was. causing difficulties. Councillor Taylor asked that residents contact Newport City Homes or phone the police on 101 if vehicles are causing an obstruction.***The Council resolved to contact Newport City Homes to ask for a general review of parking in the Pentwyn Terrace area due to the congestion, with particular attention to Bakers Court flats.*****24. UPDATE ON X16 BUS SERVICE**Councillor Taylor told the Council that he and Councillor Mike Rigby were due to meet with the lead for transport services in Newport City Council on 3rd July and he was thinking of carrying out a village wide survey to support the needs of residents which can be put forward at the meeting.Councillor Taylor said that Jayne Bryant AM had asked to meet again about this matter.The Council also wished to keep the Cardiff City Councillors for Old St Mellons and Pontprennau informed about the situation.**25. TRAFFIC MANAGEMENT MARSHFIELD VILLAGE HALL GROUNDS**Councillor Stockham gave details of concerns resulting from the St Mellons Road gate and gravel area being used as an access for some field users. The recent planning application for the multi-use games area included a condition that the gate should not be used as a general accessHe had asked the VHMC to address the matter but the problem remains. A lock placed on the gate had been broken open and a user group which was asked to use the Village Hall car park in Wellfield Road had resulted in some vehicles driving onto the field via the Hall patio area.***Councillor Stockham proposed that traffic should be banned from using the St Mellons Road gate access to the Village Hall playing fields, apart from designated events when a proper traffic management plan should be put in place by the Village Hall Management Committee and, possibly, adequate insurance put in place. Under no circumstances should traffic access the playing fields via the main Wellfield Road car park. The Council resolved to agree to this proposal.***A further issue had been identified concerning a container sited on the Village Hall grounds. The container had not received planning permission and a recent tree consultant’s report stated it is suffocating the root systems of nearby trees.***The Council agreed to write to the Village Hall Management Committee with the details of these matters and to ask Councillor Stockham to discuss to discuss the way forward with the VHMC.*** *(Two members of public joined the meeting)***26. PLANNING MATTER**The Chairman permitted two members of public to address the Council about a local planning matterPlanning Application Conex 16/1036 (MCC825) – Land to the NE of the Barn, Mill Lane, CastletonThe members of public spoke in support of the planning application and how there are no objections apart from the Highway Authority. **Councillor Southworth-Stevens offered to speak to Newport CC Planning Office and Councillor Tom Suller about the points made. The Council resolved to agree with this offer.**(Two members of public left the meeting)**MATTERS ARISING FRM THE LAST COUNCIL MEETING**27. Community Engagement Working Group (Min 2b)Following the resignation of Cllr Stephen Davies Cllr Taylor proposed that he temporarily Chairs the Group to assist Cllr Southworth-Stevens and Cllr Heaven in the application of Survey Monkey.***The Council resolved to agree with this proposal.***28. Pentwyn Terrace Fence (Min 2c)The Clerk reported that Newport City Homes had been contacted but nothing further had been heard.The Council asked the Clerk to chase-up the matter.29. Speeding A48 Castleton (Min 8)Cardiff City Council acknowledged receipt of the request to cut back overgrowth obscuring signs.30. Request for a Donation Towards Community Events (Min 14c)There had been no reply to the request for a funding meeting with the VHMC.***The Council asked Cllr Stockham to speak to Mrs Angie Sykes***31. Tree Maintenance (Min 15)Councillor Taylor reported that the maintenance work had been carried out but a nest of honey bees had been discovered in one tree preventing further action. Advice is being sought on moving the nest and the VHMC has offered to pay the cost of a cherry picker, if needed.**32. FINANCIAL MATTERS**a) Annual Return 2016/17 – Annual Governance Statement The Clerk had circulated the statements contained in the Annual Governance Statement and Members looked at each point in detail. ***The Council was able to agree with all relevant statements and resolved to certify the Annual Return to be sent to the external auditor. The Chairman and Clerk signed the return.***b) Village Hall Car Park and Patio Councillor Stockham explained the details of the tenders received for this work which had been examined by the Working Group. The Group recommended accepting the quote provided by Border Surfacing at a cost of £21,750, although there were some matters that required clarification before an order is placed.***The Council resolved to appoint Border Surfacing to carry out the work and asked Councillor Stockham liaise with the company to confirm the terms of acceptance for the order to be sent by the Clerk.******The Clerk was also asked to write to the unsuccessful companies which had tendered.***c) Marshfield Village Hall Grounds MaintenanceThe Council had, some years ago, agreed to fund the cost required by Newport City Council to continue to maintain the Village Hall grounds and had taken a contract with them for this work.The details for renewal of the contract for 2017/18 was received from Newport CC in May and the Clerk had been informed that they would continue to carry out the work and charge at the price offered on a pro-rata basis whilst the Council decided whether to renew the contract.***The Council resolved to obtain quotes from other suitable contractors before deciding whether to renew with NCC and asked the Finance & General Purposes Committee to consider this and report back to Council***.d) Insurance PolicyAn invoice for £80.82 was received from Zurich Municipal Insurance for the inclusion of the multi-use games area in the 2016/17 policy. The company had also agreed to include a few further assets in the 2017/18 policy at no additional charge to the £1368.74 premium paid last month.***The Council agreed to pay the invoice.***e) PlantersThe Council noted that the four planters sponsored by L & R Landscapes and Greenmoor Nurseries had not been re-planted. ***The Council resolved that Councillors Grady and Heaven should contact the sponsors to find out if they will continue to sponsor the planters. If not, the Council is willing to contribute up to £50 per planter to ensure they are suitably presented this year.***f) Cheques101669 G Thomas – Salary May (net) 443.17101670 HMRC – PAYE April 110.80101671 G Thomas – Internet connection May 18.00101672 Emma Davies – Allotment Plot 10 – Shed & key deposit refund 40.00101673 Zurich Municipal Insurance – Additional premium (Min 32d) 80.82 101674 M B Edmonds – Edmonds Tree Services – Tree maintenance (Min 31) 1140.00101675 HAGS-SMP – Multi-use games area Further part payment (Min 34b) 15790.00**33. CARDIFF CONSERVATION VOLUNTEERS**Members discussed various suggestions for tasks for the CCV and agreed to list possible options as:* Repair the hole in the hedge in the children’s play area.
* Cut back the stinging nettles around the path in the second field of the VH playing fields.
* Maintain the Church Lane footpath.
* Cut back an overgrown bush blocking the footpath on Marshfield Road opposite Pentwyn Terrace.

***The Council asked Councillor Southworth-Stevens to liaise with CCV and arrange appropriate tasks for their one day visit.*****34. MULTI-USE GAMES AREA**a) Drainage DitchesCouncillor Stockham told the Council that the stoning of the St Mellons Road entrance to the Village Hall playing fields had caused a blockage to the drainage ditch at the edge of the land. Natural Resources Wales had replied to an enquiry to state that riparian rights apply to this area and it is the landowner’s responsibility to maintain the drainage ditch.Councillor Stockham said that Mark Redwood is willing to undertake the necessary work at a reasonable cost but a machine would need to be hired for this. It is likely that the work needed to the spoils would be done at the same time. He estimated that the overall cost of this work would be £800.***Councillor Taylor proposed that the Council agrees to cover the costs of Mr Redwood carrying out the work. The Council resolved to accept this proposal and asked Councillor Stockham to liaise with Mr Redwood***b) Multi-Use Game AreaCouncillor Stockham explained the present position regarding invoicing and payment. Following receipt of the final invoice part payment of £78764.52 had been made due to some matters of concern existing after completion. Further discussion and correspondence had taken place with HAGS-SMP and the results of this were explained to Members. A number of matters had been resolved but two points remained that the Leisure Working Party agreed should continue to cause some payment to be held back. ***It was recommended that a further £15790 be paid to HAGS-SMP and sent with the reasons for not paying the full amount requested. The Council resolved to agree to the recommendation.*****35. ALLOTMENT MATTERS**The minutes of the Allotment Committee meeting held on 6th June had not yet been issued and this item was deferred.**36. MODEL LOCAL RESOLUTION PROTOCOL FOR COMMUNITY COUNCILS**This matter was deferred.**37. SOLAR FARM ON GWENT LEVELS**A letter dated 8th June was received from Keep Us Rural outlining their work and included reference to a proposed development on the Gwent Levels, south of Llanwern. The letter asked the Council to consider making a donation towards their cause and offered to attend a Council meeting to answer questions that may arise.Councillor Stockham declared an interest as a member of Keep Us Rural and gave further details of the very large solar farm proposed for the Gwent Levels.***The Council resolved to invite Keep Us Rural to the next Council meeting.*****38. PLANNING MATTERS*****a) The Council confirmed that it has no comments to make on the following planning application:***MCC 845 - Conex 17/0390**Proposal:** Two Storey Side Extension and Garage Conversion **Site:** 18, Mallards Reach Marshfield, Cardiff CF3 2PR ***b) The Council agreed that it has no comments to be sent to Newport City Council on the following planning application*:**MCC 846 – Conex 17/0480**Proposal:** Single Storey Rear Extension **Site:** 41, Cambrian Drive, Marshfield, Cardiff, CF3 2TE**39. CORRESPONDENCE**A letter and posters from Seafarers UK referred to Merchant Navy Day on 3rd September and outlined ways that councils can become involved by flying the Red Ensign.***The Council agreed to look at ways this can be publicised on social media.*****40. COMMUNICATION**The Council agreed to publicise the following matters in the Marshfield Mail, Facebook and the Council’s website:* A48
* Community Speed Watch
* How to report issues with pathways and hedges to Newport CC.
* X16 bus service update
* Council vacancies
* Village Hall car park

**41. ANY OTHER BUSINESS**There was no other business.**Meeting ended 23:40** | **Action**GTGTGSLS-SGTGSGTGSGTMTCG/C-AHLS-SGSGTGTMT |