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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 13th September 2016 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Mathew Taylor (Chairman)  Mr Joel Williams  Mr Mike Rigby  Mrs Catherine Grady  Mr Geoff Stockham    Apologies: Mrs Linda Southworth-Stevens (meeting), Mrs Sarah Lyons (family matters), Mrs Sue Davies (ill) Newport City Councillors Mr Tom Suller (holiday) & Mr Richard White (meeting).  In attendance: Three members of public, PC Darren Morgan (Gwent Police), Mr J Hayman (Aneurin Bevan University Health Board), G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council Meeting held on 12th July and the Special Meeting held on 18th August 2016 were agreed to be a true record and signed by the Chairman.  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  -T**20.** **60. DECLARATION OF INTERESTS**  No interests were declared.  **61. PRESENTATION FROM JULIAN HAYMAN, ENGAGEMENT DEVELOPMENT MANAGER, ANEURIN BEVAN UNIVERSITY HEALTH BOARD**  The Chairman welcomed Mr Hayman. His presentation informed the Council about the work of the Engagement Team which looks for public views on health services within the Board area, including breast cancer services and the replacement of cottage hospitals with Ystrad Mynach and Ebbw Vale hospitals. Mr Hayman provided information about a Critical Care Centre being developed at the Llanfrechfa Grange site which take intensive care patients currently treated at the Royal Gwent Hospital and Neville Hall Hospital and free up space for more routine issues at the two general hospitals. The Critical Care Centre is expected to save money and improve recruitment and retention of staff in what is expected to be a centre of excellence.  Councillor Williams asked questions about continued funding for the new hospital and the breast screening service and was told these are decisions for the Welsh Government and Breast Screening Wales.  Councillor Grady asked Mr Hayman about the GP service for Marshfield. Councillor Taylor referred to the planned closure of the part-time surgery in Blacktown Gardens, Marshfield and Councillor Williams pointed out the implications to the local pharmacy if the GP surgery closes. Members also highlighted the difficulties with public transport which affect attendance to more distant services.  Mr Hayman agreed to investigate the issues arising from the provision of a GP surgery serving the Marshfield area.  **62. POLICE MATTERS**  The Chairman welcomed PC Darren Morgan who updated the Council.  a) Anti-Social Behaviour Opposite Marshfield Road Post Office  PC Morgan confirmed that Gwent Police had received no calls about anti-social behaviour in the vicinity of the bench and bus stop opposite Marshfield Road post office during June, July and August.  b) Parking near Marshfield Primary School  Councillor Rigby noted that the parking issues had become worse since the new nursery had opened in the school. PC Morgan said he had visited the area once since the new school year and accepted the problems that exist but could see very little illegal parking. He noted that the school will soon begin a Green Cone Scheme in connection with the Community Support Officers. Councillor Williams asked for police officers to visit the area and to enforce parking restrictions. PC Morgan agreed to monitor parking.  c) Community Speed Watch  Councillor Rigby raised concerns from a large number of residents about the speed of traffic through Marshfield and referred to the hand held speed gun.  Councillor Taylor asked if the Community Speed Watch currently in use in Peterstone could be extended to Marshfield and Castleton. PC Morgan agreed to make enquiries for someone to provide details for the Community Council to look at.  d) Fly Tipping  Following a question by Councillor Williams PC Morgan clarified that no smart water or surveillance cameras are used by the Police as Newport City Council enforce this kind of environmental control.  e) Craig-Yr-Haul Drive  PC Morgan noted that the police are continuing to monitor parking in this area.  **63. PUBLIC PARTICIPATION**  a) HGV Marshfield Road  A member of public was informed that City Councillor Tom Suller had provided details of a meeting between Gwent Police and Newport City Council which had resulted in agreement to provide permanent weight restriction signs for vehicles using Marshfield Road, unless access is required.  The member of public thanked councillors involved for their assistance in pursuing a remedy to the issue.  b) Network Rail Work  Members of public noted that vehicles connected to the ongoing work by Network Rail are using Marshfield Road to access the sites contrary to the understanding that alternative routes will be followed. Councillor Taylor said that the Council will raise the matter with Network Rail.  c) Marshfield Railway Station  A member of public enquired about ways that a request for a railway station in Marshfield can be put forward. The Chairman agreed that the matter should be placed on the agenda for a future Community Council meeting.  d) Electricity Supply - The Shires  A member of public referred to intermittent breaks in the electricity supply to some homes in the vicinity of The Shires.  **64. BENCH SEAT OPPOSITE MARSHFIELD ROAD POST OFFICE**  The Council had agreed to review the future of the bench seat after the summer period. Members were mindful of the issues that had led to complaints by residents living near the bench but noted the Police report that no anti-social behaviour had been reported during June, July or August. Councillor Williams also referred to observations that the bench was being used by people for its intended purpose and that no anti-social activities had been witnessed.  ***Councillor Williams proposed that no further action should be taken about the removal of the bench. This was seconded by Councillor Rigby and the Council resolved to agree to the proposal, but to note that anyone observing anti-social behaviour should contact the Police on phone 101.***  ***Members asked that this decision is relayed to residents that had complained to the Council.***  **65 ALLOTMENT COMMITTEE REPORT**  Councillor Taylor reported that he had made weekly visits to the allotment site and had noted the improvements that are taking place including the construction of a water collection facility. Councillor Rigby added that the facility is located in one corner of the site and more are planned.  An Allotment Committee meeting is planned when changes to rent levels could be discussed. Flyers are due to advertise vacancies for anyone interested in renting an allotment.  **66. CO-OPTION TO VACANT SEATS**  The Chairman welcomed Mrs Lisa Clark who was interested in joining the Council and Mrs Clark addressed the Council.  ***Councillor Williams proposed that Mrs Clark should be co-opted to fill one of the vacant seats on the Council. The Council unanimously agreed to the proposal.***  Mrs Clark signed a Declaration of Acceptance and participated in the following meeting.  **MATTERS ARISING FROM PREVIOUS MEETINGS**  67. Police & Crime Commissioner Meeting (Min 39d)  Members confirmed their intention to attend the PCC meeting on 14th September to discuss joined up working and your police service.  68. James Rowlands (Min 41)  The Council was very sorry to learn of the death of former Councillor James Rowlands and expressed sincere condolences to Mr Rowlands’ family. Councillor Stockham had been in touch with the family and will keep Members informed as arrangements become known  69. Provision of an Inclusive Swing for the Village Hall Play Area (Min 44)  The Council noted that WM Garden Services had completed the installation of a Mirage swing in place of one seat in the junior swing set.  70. Bank Signatories - Financial Matters (Min 46)  The Clerk brought forms that had been returned by Barclays Bank to be signed to allow the inclusion of Councillor Stockham in the list of signatories.  71. Natural Resources Wales – Fly Tipping (Min 52a)  The NRW meeting on 18th July to create a working group to focus on fly tipping on the Gwent Levels  No report was given due to the absence of Councillor Linda Southworth-Stevens.  **72. M4 MOTORWAY SCHEMES**  The Clerk reported receipt of correspondence from Welsh Government dated 2nd September 2016 concerning the publication of Draft Supplementary Scheme 201. The papers were handed to Councillor Stockham.  The Council discussed the overall position with the proposed changes to the M4 route around Newport. Councillor Stockham suggested that The Campaign Against Levels Motorway (CALM) could be used as a focus on opposition. Councillor Rigby suggested a questionnaire in the Marshfield Mail plus a separate leaflet drop or a survey to seek local views on the proposals before any response by the Council.  ***The Council resolved to send a representative to the next CALM meeting on 19th September.*** Councillor Taylor agreed to attend and Councillor Stockham passed the reports on the M4 proposals to Councillor Taylor  **73. WW1 CENTENARY FIELDS IN TRUST**  Councillor Stockham reported that he had looked into the details of the scheme with Councillor Southworth-Stevens and they had concluded that the matter was more complicated than originally thought.  ***It was recommended that the Council should take no further action. The Council resolved to agree to the recommendation.***  **74. NEWPORT BUS SERVICE 31A/31C**  Councillor Rigby reported that he had spoken to Richard Cope of Monmouthshire County Council who is involved with passenger transport arrangements for Newport Bus. Mr Cope had given details of a suggested fixed time service to replace the DRT service currently in operation and asked for the thoughts of the Council. Councillor Rigby had circulated the details of the proposal to Members and noted that Mr Cope was willing to attend a Council meeting.  ***Councillor Taylor proposed that the Council ask Councillor Davies to consult residents, particularly those known to use the bus service, to obtain feedback on their requirements. The matter should then be discussed at the October Council meeting.***  ***The Council resolved to agree to this proposal.***  **75. CARDIFF COMMUNITY VOLUNTEERS**  The Council was asked to suggest tasks for the Volunteers one-day visit.  Councillor Rigby recommended that the footpath cleared last year at Mallards Reach should again receive maintenance as it has become overgrown. Councillor Taylor suggested the footpath behind the Premier Inn in Castleton. Councillor Stockham felt that a programme of maintenance should be in place for local footpaths and suggested setting up a local group to be involved with this.  Councillor Rigby referred to a ‘No Fly Tipping’ sign on a footpath from Mallards Reach and felt it would be more effective if it was relocated to the entrance of the waste land in question.  ***The Council agreed that the Clerk should attempt to find out who is responsible for the sign to request the suggested relocation.***  **76. FINANCIAL MATTERS**  a) Finance Committee  Councillor Williams tendered his resignation from the Finance Committee due to restrictions on the time he has available. Councillor Rigby agreed to consider taking the Chairmanship and to come back to Council with a decision in October.  ***The Council agreed to place this matter on the agenda for the October meeting.***  *(Councillor Rigby left the meeting)*  b) Audit  The Clerk reported that BDO LLP had completed the external audit and returned the Annual Return for publication in the notice boards and on the Council’s website. The audit had found that the information contained in the Annual Return is in accordance with proper practices and no matters have come to their attention giving cause for concern apart from an appropriate risk assessment not being put to the Council. BDO has also made some recommendations in a report.  ***The Council resolved to approve and accept the Annual Return and the BDO reports and to refer the issues arising from the audit to the Finance Committee to create an action plan on how they will be addressed with the RFO.***  c) NatWest Bank Signatories  The Clerk reported that existing signatories were no longer members of the Council and he had obtained forms to request a mandate change.  ***The Council resolved that Councillor Taylor and Councillor Williams will be the signatories for the NatWest bank account and that previous signatories, who had left the Council, should be removed.***  d) Invoices  **The Council agreed to pay the following invoices:**   * Newport City Council – Allotment site rent for period 01/08/16 -31/7/17 £105.00 * One Voice Wales – Training - Council as an Employer, Pontypool 4/7/16 Mathew Taylor & Linda Southworth-Stevens - £52.50 * Castleton Turf & Soil Supp Ltd – Timber, Post Mix and Ironmongery for Marshfield Road Allotments - £91.00   e) Income  The Clerk reported receipt of £9030 being the second instalment of the precept from Newport City Council.  f) One Voice Wales AGM  Members noted the cost will be £90 fee per delegate plus travelling expenses and that Councillor Williams will attend along with either Councillor Grady or Councillor Taylor.  ***The Council resolved to pay the cost for two delegates to attend the One Voice Wales Annual General Meeting and Conference at Builth Wells on Saturday 1st October.***  g) Cheques  101585 Newport City Council – MUGA planning application fee (Min 28) £ 320.15  101586 Cancelled  101587 G Thomas – Salary August (net of HMRC payments due to date) £ 246.64  101588 HMRC – PAYE August pay + excess hours payment deductions £ 306.22  101589 G Thomas – Internet connection August £ 18.00  101590 One Voice Wales – Training course fee (Min 76d) £ 52.50  101591 Newport City Council – Allotment site rent (Min 76d) £ 105.00  101592 Castleton Turf & Soil – Allotment timber & ironmongery (Min 76d) £ 91.00  101593 A Welsh – Allotment - Two gate key deposits refund £ 20.00  101594 Nathan Leslie - Architects fee MUGA planning application work (Min 58) £ 215.99  **77. LEISURE FACILITIES WORKING GROUP UPDATE**  The Group reported that a planning application for the MUGA had been submitted to Newport CC which has now gone live. Invitations to tender within a further competition exercise had been sent to the three companies included in the ESPO framework for metal MUGA’s, with a closing date of 3rd October for the return of tenders.  A meeting has been arranged for Monday 3rd October where Working Group members including Village Hall representatives will open the sealed tenders and discuss the offers. Councillor Stockham had decided not to participate in the selection of contractors at this stage and Councillor Joel Williams  offered to join the Group for this purpose.  Councillor Taylor asked the Council for approval to publicise the report on the public consultation connected with the new leisure facility after 3rd October.  ***The Council resolved to agree to Councillor Williams joining the Leisure Facilities Working Group to consider the tenders received and to publicise the results of the public consultation after 3rd October***.  **78. PLANNING MATTERS**  a) Planning Committee  ***The Council approved and adopted the minutes of the Planning Committee held on 6th September 2016***  b) Anonymous Letter  The Planning Committee had passed an anonymous letter addressed to the Council to Newport City Council Planning Section for them to investigate.  **79. CORRESPONDENCE**  a) The Clerk reported receipt of an email from the Chairperson of Marshfield Village Hall Management Committee asking if the Council would put its name to signs that are being proposed for the entrances to the grounds and around the football pitches. The signs are to be worded to ask dog owners to take away excrement and remind them of the health hazards if this is not done. The VHMC will pay for the signs and their installation.  ***The Council resolved to agree to the Council name and logo being included in the signs and asked Councillor Grady to liaise with the VHMC in the design and wording of the signs.***  **80. COMMUNICATION**  a) Promotion of Council Activities  Councillor Stockham offered ideas for a newsletter and councillor surgeries at the Village Hall that could develop public engagement. Members discussed the matter and Councillor Grady agreed to join Councillor Stockham in developing a newsletter. The Council also agree to look into the possibility of holding surgeries where Councillors can meet members of public to hear about local issues.  b) Communication in Marshfield Mail and Council Website   * Subjects to be mentioned included: * Community engagement * Breast Cancer Services * Green Cone Scheme for Marshfield School * Community Speed Watch * Craig-Yr-Haul parking * New Councillor Lisa Clark * M4 Proposals - Local views sought.   **81. ANY OTHER BUSINESS**  a) Leisure Facilities Working Party  Councillor Stockham said that Working Party meeting should be arranged to discuss additional details connected to the MUGA.  b) Village Hall Management Committee Representative  Councillor Stockham told the Council that he will be unable to attend the next Committee meeting.  ***The Council resolved to appoint Councillor Taylor to take its seat on the Committee during Councillor Stockham’s absence.***  c) Village Hall Funding  Councillor Stockham said that the future funding of the Village Hall management Committee is to be presented to the Council in October.  d) Notice Board  Councillor Taylor said he had received a request from the village hall bingo group for a notice to be placed in the Council’s notice boards.  ***The Council resolved to ask Councillor Grady to consider the request.***  e) Street Light, Mill Lane, Castleton  Councillor Taylor had received a request from a resident to assist with achieving a repair to a faulty street light at the end of Mill Lane, Castleton.  ***The Council resolved to ask the Clerk to contact Newport City Council.***  f) Overgrowth, Mill Lane  Councillor Taylor referred to difficulties due to overgrowth in the Mill Lane area.  **Meeting ended 23:16** | Actions  DM  MT  Agenda  GT  MT  SD  Agenda  GT  Agenda  Finance Cttee  GT  JW/MT  CG  CG/GS  GS  MT  Agenda  CG  GT |
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