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| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the Council meeting held on 8th December 2015 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present: Mr Alan Chase (Chairman) Mrs Linda Southworth-Stevens Mr Cenydd Edwards Mr Mathew Taylor Mr Joel Williams  Mr James Rowlands Mrs Catherine Grady Mr Geoff Stockham  Apologies: Mr Adam Rowbotham (work), Mr David Collingbourne (ill), Newport City Councillors Richard White & Tom Suller (meeting)In attendance : 5 members of public, Natasha Sullivan-Dungey & Sarah Lyons (Castleton & District Village Hall), G C Thomas (Clerk)The minutes of the Council meeting held on 10th November 2015 were agreed to be a true record and signed by the Chairman after the following amendments: The Council resolved to strike out more words, as shown below:**82b) Village Hall Extension and Landscaping** – ~~Mrs Angelina Curtis, Chairperson of Village Hall Management Committee reported that football club and the proposed cricket club~~ *~~are additional grounds for the justification of~~* ~~usage could make this new facility justified, but the cricket club could pull out if a~~ ~~MUGA is developed in the Hall grounds.~~ *Councillor Grady made the observation that the new facility will assist with safeguarding children and provide more toilet facilities.*The Council agreed to await the outcome of the site inspection by PC Oakerbee and to invite Lisvane Cricket Club to a Council meeting to discuss their needs.**104d) Safe Walking to School-Scooter and Bike Rack** The following words should be added to the resolution*The Council resolved, by majority, that it did not wish to encourage children to use unsafe methods to travel to school and did not wish to fund a bike and scooter rack****.(add) However, it would revisit the project in future if safe walking to school improved.*** **112. Declaration of Interests**No interests were declared.**113. Castleton & District Village Hall**The Council welcomed Natasha Sullivan-Dungey and Sarah Lyons representing the management committee of Castleton & District Village Hall. The Secretary to the Hall Committee had written on 20th October to request a donation towards the cost of improving the Hall’s kitchen and the representatives outlined the requirements for improvement and the current usage of the Hall. The Council was told of fundraising efforts to be undertaken and the estimated cost of the proposed works which were hoped to be completed over Christmas.A proposal was made to donate half the estimated cost of the kitchen improvements, amounting to £2250.***The Council unanimously resolved to agree to this proposal.***Councillor Stockham saw benefits in Marshfield Village Hall and Castleton & District Village Hall co-operating for the benefit of the community and Councillor Grady referred to the benefits of Facebook.**114. Police Matters**The Council noted the monthly Marshfield Ward report from Gwent Police.**115. Vice Chairperson**The Council received nominations for Councillor Mathew Taylor and Councillor Joel Williams to undertake the role of Vice-Chairperson.It was proposed that both Members should share the role. Councillor Williams will take the first opportunity to Chair in the absence of the Chairman and for them to alternate this function.***The Council unanimously resolved to agree to this proposal.*****116. Allotment Committee**a) Committee ReportCouncillor Taylor reported that the last Committee meeting had shown there was not a lot of interest from tenants to become involved with the Committee and he would like to see more tenant involvement.Councillor Taylor showed the Council a copy of a recently produced newsletter to be circulated to tenants.b) Water Supply to AllotmentsCouncillor Taylor told the Council that Welsh Water had quoted £1437.20 to provide a water supply to the allotment site. The Council was also told of the estimated additional cost to provide tanks and piping inside the site. The Allotment Committee is to further consider whether or not a water supply should be pursued.c) Review of Allotment Rental ChargesMembers discussed the rental charges for Marshfield Community Council allotments.Councillor Southworth-Stevens proposed that the Council sends invoices at the current rates payable from 1st January 2016 to 30th June 2016 with notice of a rent review before a further invoice for the last six months of the year.***The Council resolved to agree to this proposal.*****117. Leisure Facilities**a) Multi-Use Games Area/Sports Pitch Councillor Stockham updated the Council and reviewed progress so far. He has tabled an agenda item for the Village Hall Management Committee concerning a multi-use games area.Councillor Stockham proposed that the Council reconfirms a multi-use games area as its project for improved leisure facilities.***The Council resolved to agree to this proposal.***Councillor Stockham advised that a planning application should be submitted to Newport City Council for a Multi-use games area. Councillor Taylor asked for public consultation to start immediately and proposed that a public meeting is arranged for January.***The Council resolved to hold a public meeting in January.***b) Leisure Facilities Working PartyCouncillor Stockham proposed that the Council’s representatives on the Working Party should be reviewed to be Councillor Chase, Councillor Stockham and Councillor Grady.***The Council resolved to agree to the proposal.***The Clerk was asked to write to the Secretary of Marshfield Village Hall Management Committee to invite the Committee to nominate two representatives to be part of the Leisure Facilities Working Party.c) Village Hall ExtensionCouncillor Stockham told the Council that the Village Hall Management Committee is consulting user groups about their needs and requirements for an extension, with a view to moving the project forward.**118. Planning Matters**a) Planning CommitteeThe minutes of the Planning Committee held on 17th November and 1st December 2015 were approved and adopted by the Council.b) Planning Application ObservationsThe Council considered its response to the following planning application.**MCC 805 - Conex 15/1228.** **Proposal:** Proposed alterations and extension of hotel to include new conference centre and hotel facilities, 10No. holiday chalets, access and parking.**Site:** St.Mellons Country Hotel and Club, Newport Road, Castleton, CF3 2XR***Council Members made observations and resolved that Councillor Southworth-Stevens compile these*** ***and send to Newport City Council:***1. We consider that Newport would benefit from improved accommodation and conference facilities and supports the application in principle.
2. The Country Club is situated within the Green Belt. However, although we note that NCC has already indicated that it does comply with LDP policy SP6, we wish to emphasize the need to stay in strict alignment with the policy.
3. The Design and Access Statement makes no statement about energy efficiency in the design. We particularly note the absence of any reference to BREEAM or use of solar energy from roof panels.
4. The Council notes the statement at para 4.14 about car-borne access but completely disagrees with the very dismissive statements about access off the A48 and ease of access from buses. We provide the following comments on this:
* The development will have a £1+m price tag and yet para 4.14 states that it will generate very little new traffic. This does not appear to make commercial sense. We consider that preparation of a traffic impact statement is essential and hereby request sight of it.
* The existing access onto the A48 has very substandard visibility splays and no deceleration splay despite connecting with a fast 4-lane road. This road is busy throughout the day and, although most traffic stays at or close to 50mph, there is a very significant proportion that travels at speeds much in excess of 50mph. The advisory left turn out and mandatory NRT in are currently widely ignored. This junction already represents an appreciable road safety hazard and this will be exacerbated by the inevitable increase in use after development. Many users will come from outside the area and hence will be unfamiliar with the road layout. There was a fairly recent fatal accident at the Vaendre Road junction only 400m away, where A48 visibility is better than at the hotel/golf club junction. We consider that improvements to visibility and a full ghost island right turn lane should be facilitated at the existing hotel access through a Section 278 Agreement, Highways Act 1980. This would improve road safety for turning traffic and have the added benefit of potentially slowing down excessively fast traffic through the white line areas.
* Access for bus passengers using the 30 service from Cardiff to Newport requires crossing the 4 lanes of speeding traffic. More consideration and detail needs to be supplied in relation to access by public transport.

**c) NEWPORT CITY COUNCIL: TOWN AND COUNTRY PLANNING ACT 1990: JOINT PLANNING AND ENFORCEMENT APPEALS****APPEAL SITE: Ton Y Pil Yard, Peterstone Wentlooge, Newport, CF3 2TN****APPEAL SUBJECT: Change of use of land for the siting of 4 No. caravans for use as a Gypsy and Traveller site****APPELLANT: Mr A Cassidy****APPEAL REFERENCE: Planning Appeal: APP/G6935/A/15/3134910** **Planning Enforcement Appeal: APP/G6935/C/15/3134911**Councillor Williams proposed that the Council asks the Planning Inspector to hear the appeal in the form of an inquiry.***The Council resolved to agree to this proposal*.****119. Safe Walking to School**The Council received an e-mail reply from Andrew Jenkins, Senior Traffic Transport & Road Safety Officer for Newport City Council dated 8th December. Mr Jenkins had visited the site and considered the Council’s request to install guard railing outside Marshfield Primary School. He had concluded that ‘whilst it has been found that the installation of guardrail could be achieved within the confines of the site, having observed the rather perverse road safety habits of parents attending Marshfield Primary School on numerous occasions, my concerns remain regarding the extent to which guardrail will discourage stopping and the subsequent likelihood of pedestrians being “caged” within the carriageway.  Accordingly I would not advocate the replacement of the existing bollards with pedestrian guardrailing for reasons of road safety and value for money’.Councillor Taylor proposed that the Council writes to the Police and Newport City Council to ask for traffic wardens to be present at school start and finish times to enforce parking restrictions.Councillor Southworth-Stevens proposed adding a request for the Senior Traffic, Transport & Road Safety Officer to give his suggestions on how to improve matters and to invite him to attend a Council meeting to discuss the problem.***The Council resolved to agree to the amended proposal.*** **Matters Arising from Minutes of Last Meeting**120. Provision of a Youth Club in Marshfield (Min 99)Councillor Taylor had held a consultation event for young people at Marshfield Village Hall and assessments are ongoing.121. Police Matters (Min 100c)Councillor Williams had spoken to the neighbourhood watch co-ordinator within the South Wales Police area who had agreed to put the Council in touch with his counterpart in Gwent but was willing to attend a Council meeting to explain neighbourhood watch arrangements.***The Council resolved to ask Councillor Williams to invite the co-ordinator in the South Wales Police area to attend a future Council meeting.***Councillor Taylor referred to a local Facebook group “Safety in Marshfield” that highlighted suspicious behavior and recommended referring to this on the Council’s Facebook page.122. Police Matters (Min 100d)Vicki Cole, Fair Trading Officer for Newport City Council wrote on 23 November to inform the Council that ‘No Cold Callers’ window stickers are available but also advised of the process to create a Cold Calling Zone.123. Safe Walking to School (Min 104c)Councillor Chase reported that he is continuing to prepare a letter to the owner of land that could be incorporated into a safe route to school is owned by a local farmer.124. Bus Service 31a/b (Min 105)The Clerk reported that Mr Gareth Speed had left Newport City Council and the request for a meeting had been sent to an alternative person.Councillor Grady proposed that the Council requests Newport Transport to provide a pick up/drop-off point for the 31 service near the Wilkinsons store at Kingsway, Newport.***The Council resolved to agree to the proposal.***125.Cycle Path Pentwyn Terrace (Min 106)Councillor Grady proposed that the Council writes to Newport City Council to ask that the new opening between The Hollies and Pentwyn Terrace is closed to revert to its former state. The fence should be replaced, the barbed wire removed and the cycle way re-routed.Councillor Chase made an alternative proposal that the matter is looked at and the situation is reported back to the Council when further action can be decided. Councillor Southworth-Stevens offered to carry out the investigations, if required.***The Council resolved to ask Councillor Southworth-Stevens to investigate the issues involving the cycle path and opening at the Hollies/Pentwyn Terrace and to report back to a future Council meeting.***The Council received correspondence from a resident of The Hollies outlining the negative impact the new opening is having due to an increase in anti-social behavior.***The Council resolved to reply noting that it is aware of Police Harassment Orders being applied to people involved in some of the anti-social behavior and hope that this will have a positive effect towards remedying the problem. The Council would encourage residents with concerns to telephone the Police on 101.***126. Royal British Legion Poppy Appeal (Min 107b)The Hon. Secretary of the Royal British Legion, Marshfield & District wrote to thank the Council for its donation to this year’s Poppy Appeal.**127. Financial Matters**a) Clerk’s Pension ArrangementsThe Clerk reported the position regarding communications with The Pensions Regulator relating to changes in the law on workplace pensions. The Clerk is the nominated contact to receive all communications. The annual earnings threshold is likely to mean although the employee has a right to join a pension scheme the employer is not obliged to make employer contributions into the scheme for employees in this category.An existing contract of employment provided for a gratuity payment but since the repeal of the 1996 Regulations there is a question about the validity of this form of pension agreement.***The Council resolved to seek advice from the Society of Local Council Clerks and One Voice Wales about the position of the Clerk’s pension arrangements.***b) Children’s Play AreasThe Clerk reported that costings had been provided for the work identified in the annual safety check by WM Garden Services amounting to £690. Costings for supplying and fitting an inclusive swing seat were also provided.***The Council resolved to request WM Garden Services to carry out the repairs and maintenance listed but to seek alternative costs and further advice on the installation of an inclusive swing seat.***The Chairman invited Mr Mark Redwood, Caretaker for Marshfield Village Hall, to address the Council to convey a number of concerns about the children’s play areas: i) The safety surface in the Village Hall children’s play area has green moss growing. The Clerk agreed to seek costings for this to be removed.ii) When the car park gate is locked, dog owners access the Village Hall grounds via the play area through the yellow self-closing gates, leading to dogs being in the play area whilst en-route. The Council accepted that a new pedestrian gate adjacent to the main car park entrance could be used by dog walkers and allow easier access to the defibrillator sited outside the Village Hall. Mr Redwood also expressed safety concerns about the position of the yellow gate from the toddler’s play area into the car park.***The Council resolved to ask Mr Redwood to contact the Village Hall Management Committee about possible changes to the gates and to prepare detailed plans of any proposals to be brought back to the Council.***c) Invoices***The Council resolved to pay the following invoices:**** One Voice Wales Chairmanship Training Course - £17.50
* Reimburse M. Taylor for Food, drink, paper cups and plates purchased for the youth club engagement event - £14.25
* Reimburse L. Southworth-Stevens for one notice board key cut by Keymaster, Cardiff - £3.00

d) Precept & Concurrent Functions Requirements 2016/17The Clerk reported that Newport City Council has asked for the Community Council’s requirements by 12th January.***The Council resolved that Councillor Chase, Councillor Stockham, Councillor Taylor and Councillor Williams should be given details of Newport CC’s request and they should consider the Community Council’s*** ***budget requirements for 2016/17, to be presented to the Council at the January meeting for a decision.***e) Cheques101518 G Thomas – Salary November (net) £ 273.73101519 HMRC – PAYE November £ 68.40101520 G Thomas – Internet connection £ 18.00101521 G Thomas –Reimb –stamps, printing, stationery (Min ) £ 100.87101522 M Taylor – Reimbursement of Youth engagement event costs (Min) £ 14.25101523 One Voice Wales – Training course fee (Min ) £ 17.50101524 L Southworth-Sevens – Reimbursement for new noticeboard key (Min 107b) £ 3.00101525 Castleton & District Village Hall – Donation towards new kitchen (Min 113) £ 2250.00 **128. Public Engagement and Public Participation at Meetings**The Clerk had produced a model Standing Order to control public participation at meetings and had circulated it to Members.***The Council resolved to adopt the Standing Order, as presented, and to publicise it in the Council’s website***.There was also a request to look into a Standing Order providing guidance for the Chairman’s control of meetings.**129. Ramblers Cymru**One Voice Wales passed on an e-mail from Ramblers Cymru which invites the Community Council to work with the charity to help understand and exercise its rights to help protect and improve paths in its area. The email offered:* Paths for people: a guide to public paths for members of town and community councils.
* Contact with a local Group Footpath Officer.
* An opportunity to affiliate to the Ramblers.
* Information on the Ramblers’ Big Pathwatch campaign.

***The Council noted these opportunities and resolved to affiliate to the Ramblers.*****130 Consultations**The Council had received recommendations from Members to consider a response to the following consultations:OPCC - Consultation .. Are we Fair? An equality consultation to ask if Gwent Police and Office of the Police Crime Commissioner is Fair? The Consultation ends Wed 16th Dec.Finance Committee of the National Assembly for Wales - Consultation: Draft Public Services Ombudsman (Wales) Bill. Closes on 18th January 2106.***The Council resolved that Councillor Edwards should decide on the response to the Gwent Police survey and Councillor Stockham should prepare a response to the National Assembly for Wales consultation.*****131. Communication**This matter was not discussed.**132. Any Other Business**There was no other business.**The meeting ended at Midnight.** | **Action****GT****GT****GT****JW****GT****LS-S****GT****GT****GT****GT****MR****AC/GS/MT/****JW****GT****CE/GS** |
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