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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Council meeting held on 8th September 2015 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present:  Mr Alan Chase (Chairman)  Mr Cenydd Edwards  Mrs Linda Southworth-Stevens  Mr Mike Woods  Mrs Catherine Grady  Mr Joel Williams  Mr Geoff Stockham  Mr David Collingbourne  Mr Anthony Quilter  Apologies: Mr James Rowlands, Mr Adam Rowbotham (work) , Newport City Councillor Tom Suller (meeting)  In attendance : Newport City Councillor Richard White, 20 members of public, PCSO Huw Moses & PCSO (Gwent Police) G C Thomas (Clerk)  The minutes of the Council meeting held on 7th July2015 were agreed to be a true record and signed by the Chairman.  **58. Resignation**  Councillor Quilter confirmed his resignation from the Council from 9th September to concentrate on his new role in the local Scout group. Members thanked Councillor Quilter for the work he had done for the community during his time as a Member of the Council.  The Council declared a vacancy and asked the Clerk to arrange the appropriate notices of the vacancy.  **59. Bench Seat**  The Chairman permitted members of the public to address the Council about concerns involving youths congregating at the bench seat opposite the post office on Marshfield Road. Two residents living near the site told the meeting about the problems they experienced and gave their view that the bench is in poor condition and that no one elderly had been seen sitting on the bench. The Chairman asked the police present for their opinion on the matter when the meeting heard that the police are reviewing details of the current issues involving youths in parts of Marshfield. The discussion that followed included members of public and the Council and provided differing opinions about the action that should be taken.  It was proposed that the bench should be surveyed on a random day to determine its usage and the results reported back to the October Council meeting before a decision is made on its removal. This proposal was agreed by a majority of Members voting.  **60. Pentwyn Terrace**  The Council noted an e-mail detailing the concerns of residents of Pentwyn Terrace about issues involving one property in the terrace, youths, dogs and a new footpath between the Hollies and Pentwyn Terrace. The Chairman permitted members of the public to address the Council about these issues.  The Council was told about difficulties caused by the new opening between the Hollies and Pentwyn Terrace and the installation of a cycle path through the residential area. The Chairman agreed that the Community Council would contact Newport City Council and City Councillor Richard White agreed to query the cycle path route with Newport CC. It was suggested that Pentwyn Terrace is under the supervision of Newport City Homes including responsibility for the footpaths and hedges in the area.  Members of public further expressed concerns affecting the area including the control of dogs, the unacceptable behavior of youths and a suspicion of cannabis use. Councillor White advised residents to contact the police if they have concerns. Police officers present explained the way calls are prioritised.  It was proposed that the Council should arrange a meeting with Gwent Police, Newport City Council and Newport City Homes to put forward resident’s concerns. This was agreed.  *(Police left the meeting)*  *(Councillor White left the meeting)*  **61. Old Vicarage, Church Lane**  The Council noted an e-mail from residents of properties neighbouring the Old Vicarage Care Home in Church Lane which described how they are being affected by noise, disturbing behavior by residents, security cameras and cigarette smoke. The Chairman invited members of public to address the Council on this matter when the details were explained to Members.  The Council agreed to write to CSSIW about the control of residents, to Newport City Council about planning issues regarding security cameras and smoking shelters and to the CEO of Orbis Education & Care Ltd to relay resident’s concerns including the offer to meet with Council representatives.  **62. Allotment Committee**  a) Allotment Committee Minutes  The minutes of the Allotment Committee held on 2nd September were approved and adopted by the Council.  b) Allotment Committee Report  Councillor Anthony Quilter reported on Allotment Committee events.   * Some tenants had asked for a water supply but there had been objections to providing a mains water supply because of the likely increased rent charge. Mr Ken Honey agreed to look into the cost of providing mains water to the allotment site. * Some allotment plots have been divided into smaller sized plots. Mr Ken Honey told the Council that these seemed to be more popular. * Councillor Quilter explained the need to keep vacant plots in a tidy condition and asked the Council to consider providing an additional £500 to the allotment budget. Councillor Woods proposed the Council gives an additional £500 to the Allotment Committee budget to be used for plot maintenance and the provision of new gate keys. This was agreed. * Councillor Williams suggested that rent charges are reviewed. * The Clerk agreed to request D Wilde & Sons to carry out hedge cutting on the road side of the allotment site.   c) Allotment Accounts  Mr Ken Honey handed the Clerk a summary, dated 7th September, of money received from new tenants and expenditure on 5 allotment site gate keys from Cardiff Lock & Safe. Mr Honey asked to be reimbursed the difference of £19.70. Agreed.  **63. Leisure Facilities**  a) Multi-Use Games Area/Sports Pitch  Councillor Stockham gave the details of the leisure survey that had been undertaken by the Leisure Working Pary where the majority of responses had favoured a multi-use games area facility. Councillor Stockham provided the returned questionnaires and collection boxes to the Chairman and explained that the boxes had been opened and the questionnaires counted by Councillor Stockham, Councillor Rowlands, a member of the Village Hall Management Committee and a member of public.  Councillor Stockham recommended that a public meeting should be arranged before deciding on the final plan. The Village Hall Management Committee is due to discuss the matter at its next meeting when he will put forward the Council’s proposals.  It was proposed that the Council accepts the result of the leisure survey favouring a multi-use games area and that this option should be put to a public meeting, possibly at the end of October. This was agreed by the Council.  *(Councillor Edwards left the meeting)*  b) Marshfield Village Hall Extension and Landscaping  There was no discussion on this matter.  c) Children’s Play Area Safety Report  The Clerk provided details of the annual safety report listing a number of low risk issues.  The Council agreed that the Clerk should ask for itemised costing for each matter from recognised play area repair contractors.  **64. Planning Matters**  a) Planning Committee  The minutes of the Planning Committee held on 21st July and 1st September were approved and adopted by the Council.  **65. Safe Walking to School**  Councillor Chase told the Council that he had made enquiries about a Land Registry search and found it would cost £29.99. The Council agreed to reimburse Councillor Chase the cost of this search.  The Clerk referred to an e-mail from a person who owned land adjacent to Marshfield Primary School who had suggested a meeting with representatives to look at the possibility that some of the land could be used as a car park that could assist with the parking problems on Marshfield Road. The Council agreed that Councillor Chase and Councillor Woods should offer to meet the land owner.  Barriers Marshfield School – The Clerk reported that Newport City Council had replied stating it is not in a position to offer any form of joint funding for pedestrian guard railing along the length of the existing “School Keep Clear” marking, but if the community council is minded to consider funding this work it should allow at least £4,200, subject to sufficient footway being available.  The Council agreed to wait for Councillor Rowlands to receive costings for railings from independent contractors before deciding on the next step.  Councillor Williams enquired about the arrangements to visit Bassaleg School to highlight the problems caused by littering. Councillor Williams agreed to contact Heather Bovill of Marshfield Action Group to find out the present position.  **Matters Arising from Minutes of Last Meeting**  66. 31a Bus Service (Min 38)  Mr Gareth Speed, Principal Passenger Transport Officer, Newport City Council had replied to the Council’s concerns in an e-mail dated 10th July. Members noted the response from Mr Speed and heard that a 215 signature petition complaining about the new bus arrangements had been sent to Newport City Council.  67. Newport CC consultation – Community Infrastructure Levy – Preliminary Draft Charging Schedule (Min 43c)  There had been no action on this matter.  68. Correspondednce - Welsh Government Consultation – Protecting Community Assets (35a)  Councillor Edwards had looked into the matter decided that there was no need to provide a response to this consultation.  69. Heol Las/St Mellons Road (Min 55)  The Clerk reported that there had been no response from anyone contacted about this matter.  70. Logo (min 56)  The Clerk showed the Council an example of the selected logo used on Council letterhead .  71. Village Hall Energy Survey (Min 57a)  Councillor Stockham told the Council that there was nothing further to report as the Village Hall Management Committee meeting had not met since the last Council meeting.  **72. Financial Matters**  a) Concurrent Functions Money  The Council deferred any decision on this until the next meeting.  b) One Voice Wales 2015 Conference and AGM  Councillor Williams had expressed an interest in attending the conference and AGM to be held in Ceredigion on 3rd October. The Council agreed that Councillor Williams should represent the Council and to pay the £85 conference fee and reimburse travel costs following the Newport City Council car mileage rates for members using private motor vehicles.  c) Invoices  The Council agreed to pay the following invoices:   * C C Walford, Agricultural Excavations – Allotment clearing to five allotment plots - £1758.00 * Tom Lavender Maintenance – Allotment clearing and maintenance - £496.88 * Newport City Council – Allotment site rent - £105.00 * Playsafety Ltd – Village Hall Play areas annual safety inspection - £99.60 * Cardiff Conservation Volunteers – Footpath Clearance - £140.00 * Ikea – 3 No. Tjena boxes (Reimburse Cllr Rowlands) - £7.50 * Hodge Printers Ltd – 3000 A5 leaflets, Leisure Survey (Reimburse Cllr Rowlands - £60.00 * Marshfield Mail – Distribution of 3000 leaflets in August edition - £115.00   d) Cheques  101488 G Thomas – Salary August (net) £ 273.53  101489 HMRC – PAYE August £ 68.60  101490 G Thomas – Internet Connection Reimbursement £ 18.00  101491 C C Walford – Allotment Work (Min 72c) £ 1758.00  101492 Playsafety Ltd – Annual play area safety check (Min 72c) £ 99.60  101493 Marshfield Mail – Leaflet distribution (Min 72c) £ 115.00  101494 Cardiff Conservation Volunteers – Footpath clearing (Min 72c) £ 140.00  101495 Newport CC – Allotment site rent (Min 72c) £ 105.00  101496 James Rowlands – Reimbursement - Leaflet printing, boxes (Min 72c) £ 67.50  101497 Ken Honey – Reimbursement for allotment costs (Min 62c) £ 19.70  101498 Tom Lavender – Allotment site maintenance (Min 72c) £ 496.88  101499 One Voice Wales – Annual Conference delegate fee (Min 72b) £ 85.00  **73. Correspondence**  There was no correspondence in addition to the matters dealt with at the beginning of the meeting.  **74. Consultations**  a) BBC Trust - BBC Charter Review Consultation.  b) Welsh Government – Draft Directions to the Local Democracy and Boundary Commission Wales.  c) Welsh Government Consultation - The Finance Committee Consultation on Tax Collection and Management (Wales) Bill.  Members agreed that Councillor Chase should check these consultations and review any need for the Council to respond and circulate any proposed response.  **75. Communication**   * Details of how to report incidents of anti-social behaviour to the Police.   **76. Any Other Business**  a) Facebook  Councillor Williams suggested updating the Council’s Facebook page with Community Council communications. Councillor Grady agreed to look into this suggestion.  b) Village Hall Website  Councillor Southworth-Stevens noted that the Village Hall website neds attention. Councillor Stockham said that a member of the VHM Committee had been given the task to look at this.  c) Defibrillator Training  Councillor Southworth-Stevens told the Council that the next training session will be on Wednesday 21st October after 7:00 p.m.  d) Green Road, Planning Application  Councillor Southworth-Stevens noted that an appeal against the decision is pending.  d) Defibrillator  Councillor Grady asked if the defibrillator will be locked. Members heard it will be available after an access code is given. Councillor Chase suggested a pedestrian gate at the Village Hall car park to enable swift access to the front of the building.  e) Public Participation In Meetings  Councillor Stockham asked if a better arrangement could be made due to lobbying at monthly Council meetings and suggested organising a surgery outside Council meetings.  **Meeting Ended 23:15** | **Action**  **GT**  **RW**  **GT**  **KH**  **£**  **GT**  **GT**  **£**  **AC/**  **MW**  **JR**  **JW**  **JW**  **£**  **AC**  **CG** |
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