

MARSHFIELD COMMUNITY COUNCIL

Action

Minutes of the Council meeting held on 8th July 2013 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:35 p.m.

Present: Mrs Kirstie Evans (Chairperson)
Mr Karl Evans
Mr Cenydd Edwards
Mr Anthony Quilter
Mrs Sharon Jefferson
Mr Mike Woods

Apologies: Mr A Rowbotham (work), Mrs V Maud (work), Mr Nathan Evans (Ill)

In attendance: Newport City Councillors Richard White and Tom Suller, Mr Darren Phillips, PCSOs Caroline Doidge and Huw Moses (Gwent Police), 2 members of public, G C Thomas (Clerk)

The minutes of the monthly Council meeting held on 10th June were agreed to be a true record and signed by the Chairperson subject to the following changes: Min 35(a) – Newport City Council had stated that their ~~litter pick~~ *street bin emptying* is scheduled for once every ~~fortnight~~ *week*....

60. Declaration of Interests

There were no declarations of interest.

61. Resignations

The Council received a letter from Councillor Adam Sims dated 25th June and an e-mail from Councillor Matthew Sykes dated 8th July tendering their resignation from the Council. The Council declared two vacancies and asked the Clerk to arrange the appropriate notices.

62. Newport City Ward Councillor's Report

City Councillors Richard White and Tom Suller gave the following report:

- a) Details of the LDP process were provided including an update on the Gypsy transit site in Coedkenew.
- b) A planning application for a care home at the Wyevale Garden Centre site has been received – Conex 13/0705.
- c) Hedges have been removed for the new development near 64 Marshfield Road. Complaints were received about site vehicles parking on the pavement but nothing further, so far. Traffic Orders need to be made if yellow lines are laid but if difficulties are experienced Newport CC will look at providing traffic calming measures.
- d) Church Farm Trackways – The applicant has not yet responded further information requested by Newport CC. Councillor White agreed to contact the Community Council when this matter is due to be decided by Newport City Council to check if a request for it to be put to the full Planning Committee should be made.
- e) Wastesavers have said they will monitor overloading of their lorries.
- f) Councillor White advised that the Community Council should consult with residents around the site of any proposed new leisure facility to obtain their views.
- g) Community Councillor Karl Evans told the Council he is attempting to arrange a meeting with Newport City Council and Marshfield Primary School about car parking but needs help to encourage officers to

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agree to a meeting to discuss the matter. The meeting discussed suggestions on how improvements can be made to aid road safety and Councillor White agreed to speak to Newport CC officers about the meeting.

h) Councillor Suller told the Council that Newport CC will install three litter bins purchased by the Community Council and carry out bin emptying but will not adopt the bins. Councillor Suller said that Newport CC was concerned about the number of people contacting them about this matter.

63. Feedback on Proposed Creation of New Facilities/Retail Premises

The Chairperson brought forward item 12(a) on the agenda in view of the attendance of Janet Pike who had contacted the Council requesting feedback.

Ms Pike was given the opportunity to address the Council and explain her ideas on a new bakery/café facility on land opposite Marshfield Road post office and asked the Council for its views on this.

Members agreed that the village is underprovided with facilities and supported the proposal in principle, which will offer a welcome community focal point. The Council felt that it was unlikely Newport CC would give the land mentioned for such a venture and suggested Ms Pike should meet with Marshfield Village Hall and Castleton Village Hall to explore working with their Committees to use already established sites. Also, to speak to Castleton Deli to look at working together.

The Chairperson thanked Ms Pike for contacting the Council and asked her to keep the Council informed of progress.

64. Police Matters

The Chairperson thanked PCSO's Caroline Doidge and Huw Moses for attending the meeting and invited them to provide a report to the Council.

- a) A joint exercise with South Wales Police took place in the lanes around Marshfield. This looked at vehicles travelling into the Marshfield area.
- b) The PACT priorities for the Ward are to be decided by surveying residents who have signed up to OWL (On Line Watch) and by coming to Community Council meetings to hear councilor's views on priorities. The OWL has about 250 members, 50 of which have provided feedback, but the Council was asked to help encourage more residents to join up to improve communication.
- c) Councillor Kirstie Evans asked for assistance to monitor recently installed planters that have had plants stolen from them.
- d) Councillor Kirstie Evans thanked the Police for their attendance at the village fete.

REVIEW OF ACTIONS FROM PREVIOUS MEETING

65. Horses on Pavements (Min 38)

The Clerk had provided information about the creation of bylaws which had been noted by the Council. Members agreed that there is nothing further to be done on this matter.

66. ALLOTMENT COMMITTEE REPORT

Councillor Quilter reported:

- a) Invoices and a newsletter had been sent to tenants.
- b) An Allotment Committee meeting took place on 4th July when a number of tenants attended and had discussions about issues affecting Church Lane and Marshfield Road sites.

67. VILLAGE ACTION PLAN SEPTEMBER-DECEMBER 2013

Councillor Kirstie Evans led discussion on actions that the Council should concentrate on during the four month period and agreed the plan shown in a separate schedule attached to these minutes.

LEISURE FACILITIES COMMITTEE

68. Children's Play Area Repairs

Mr Darren Phillips reported that he had obtained a quote from WM Garden Services to carry out repairs noted in the play area safety check report. Replacement of a rubber shroud and repairs to rubber safety surface for a cost of £1150.

The Council asked Mr Phillips to ask WM Garden Services to request that the safety gate should be adjusted within the quoted price and if this is agreed to go ahead to request the work. Invoices to be sent to the Clerk for Marshfield Community Council.

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69. S106 Money

Councillor Kirstie Evans updated the Council and said her next step is to look for advice from Newport City Council officers for suitable projects which will attract S106 funding.

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70. New Leisure Facilities Options

(a) Councillor Jefferson referred to the decision in minute 45(a) to take suggestions made by Village Hall user groups forward to public consultation. Councillor Jefferson provided a schedule of nine requests from user groups which the Council discussed and concluded that they should not be part of the main new leisure facility consideration. The Council agreed to ask Village Hall user groups to make individual applications for funding which will be considered following the process for general requests for funding. Councillor Jefferson was asked to relay this decision back to user groups.

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(Councillor Edwards joined the meeting)

(b) Councillor Jefferson updated on the Woodland Walk option with details of the walk that had been planned during site meetings with Andrew Briscoombe of Newport City Council. He is to look into legalities relating to access, signs etc so it may be six months before the project could be completed. Councillor Jefferson agreed to bring costing to the Council when they are available.

(c) Mr Darren Phillips reported that he had investigated the possibility of a new play area in the Mallards Reach area. He had spoken to Newport City Council about different sites that may be suitable for this facility and saw that the Community Council will have to agree the design of the facility, police reports will be necessary on the impact on the site and tree officers will need to be consulted. The Council agreed that Mr Phillips should contact contractors on the Council's behalf to obtain ideas and costings for suitable play areas and bring the results back to the Council.

DP

(d) The provision of a multi-use games area and astro turf pitch within Marshfield Primary School grounds had resulted in a number of issues and it is likely that the Village Hall grounds will be the preferred site for such a facility

(e) Councillor Kirstie Evans updated on the on-going landscaping of Village Hall grounds.

PLANNING MATTERS

71. Response to Draft Revised Local Development Plan Consultation

The Council felt that the LDP is unsound and should be changed because it is contrary to the objectives in C4 - Community Strategies Paragraph H15 owing to the land at Celtic Way, Coedkernew Marshfield being designated as a Gypsy and Traveler transit site. The Council agreed to make the following statement – The Community Council supports the proposed LDP, specifically the strategy of utilising brownfield

sites for development and safe-guarding green wedge, green belt and open landscape sites. We support the tightening of the settlement boundaries for Marshfield and Castleton. However, we have concerns around the siting of the Traveller and Gypsy transit site on designated employment land at Coedkernew. This will have a detrimental impact on existing businesses and industry, and a subsequent likely decrease in opportunities attracting new employment to the area.
The Clerk is to send these observations to Newport City Council.

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72.Planning Application Observations

MCC 723 - Conex 13/0541

Proposal: Construction of 7 No. Residential Units, Strategic Access and Associated Works including Demolition of Existing Factory

Site: Packing Station, 30b Marshfield Road, CF3 2UW

The current infrastructure of Marshfield and Castleton does not support further housing development. This infrastructure includes but is not limited to:

- *Marshfield Road which is unsuitable for current traffic capacity, particularly around school times.*
- *School admission numbers for Marshfield Primary School and Bassaleg High School.*
- *Limited village amenities and leisure facilities including the lack of a doctor's surgery*

An additional concern is the reallocation of the only potential employment land in Marshfield and Castleton.

MCC 724 – Conex 13/0619

Proposal: Raising height of ridge and installation of 3 No. rear apex dormers.

Site: 13 Oakfields, Marshfield, CF3 2EZ

No observations

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FINANCIAL MATTERS

73. Allocation of Concurrent Functions Money Received from Newport City Council

The Council noted that £7244 had been paid as a result of its claim to Newport CC and agreed to allocate £4700 as a general grant to Marshfield Village Hall, £2000 to the Council's Allotment Committee budget and £544 to remain in the Council's accounts.

74. Request for Funding from Marshfield Football Club

The Council received a request from the football club to provide funding to pay for new dug-outs. Members discussed the application and decided not to provide a grant at this stage and to relay the reasons for the decision to the football club for further discussion. Councillor Rowbotham agreed to set up a meeting with all the football clubs, Marshfield Village Hall and Marshfield Community Council to discuss future plans and future funding requests.

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75. Invoices

The Council agreed to pay the following invoices:

Newport City Council – Village Hall grounds maintenance 1/4/13-30/6/13	£762.29
Playsafety Ltd – Children's play area annual safety check	£ 99.60

76. Best Kept Garden Competition

Councillor Quilter requested reimbursement of £15.95 spent to engrave the Best Kept Garden

Competition trophy and £7.50 spent to print pictures of gardens. The Council agreed to reimburse £23.45.

77. Stamps, Printing, Stationery

The Clerk asked for reimbursement of £156.84 for items purchased in connection with Council business between December 2012 and July 2103. Members agreed to reimburse this amount.

78. Clerk's Hours

The Clerk reported to the Council that during the 12 weeks from 2nd April 2013 to 26th June 2013 he had worked 31 hours 35 minutes in excess of the contractual hours for that period.

The Council agreed to pay the Clerk for the excess hours at the standard hourly rate.

79. Cheques

101304	G Thomas – Clerk's salary, June (net)	£ 265.04
101305	HM Revenue & Customs – PAYE June	£ 66.40
101306	G Thomas – Internet reimbursement – June/July	£ 36.00
101307	G Thomas – Reimb. For stamps, printing etc Dec 12-July 13 (Min 77)	£ 156.84
101308	G Thomas – Clerk's salary, July (net)	£ 265.24
101309	HM Revenue & Customs – PAYE July	£ 66.20
101310	A Quilter – Reimb – BKG Competition Engraving, photos (Min 76)	£ 23.45
101311	Newport CC – Village Hall grounds maintenance 4/13-6/13(Min 75)	£ 762.29
101312	Playsafety Ltd – Annual play area safety inspection (Min 75)	£ 99.60
101313	Marshfield V Hall – General donation from concurrent money (Min 73)	£4700.00

CORRESPONDENCE

80. Litter Bins

An e-mail from Heather Bovill dated 4th July told the Council that negotiations with Newport City Council had resulted in an offer that if the Community Council buys three round open top litter bins they will purchase a fourth bin. Newport CC has agreed not to charge to install nor empty all four bins but they will remain the Community Council's responsibility. The bins will cost £160 each +VAT

The Council agreed to this arrangement and to ask Mrs Bovill to make arrangements to purchase in conjunction with the Clerk. The new items are to be added to the Councils insurance.

81. COMMUNICATIONS

The Council agreed to publicise details on the following matters:

- Date of bulb planting
- Issues with planters
- OWL membership and survey for PACT policing priorities
- Donations given by the Council
- Public consultations
- Wyevale Garden Centre proposals

82. ANY OTHER BUSINESS

There was no other business.

Meeting Ended 23:05

