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| **MARSHFIELD COMMUNITY COUNCIL** Minutes of the Council meeting held on 11th March 2014 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Present: Mr Alan Chase(Chairperson) Mr Anthony Quilter Mr David Collingbourne Mrs Linda Southworth-Stevens Mr Adam Rowbotham Mr Nathan Evans Apologies: Mr Karl Evans (work) Mrs Victoria Maud (family), Mr Mike Woods (family), City Councillors Richard White & Tom Suller (meeting)In attendance: Mr Ken Honey (Allotment Committee Member), Mrs Jo Powell (Allotment Tenant) G C Thomas (Clerk) The minutes of the monthly Council meeting held on 11th February were agreed to be a true record and signed by the Chairperson.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**221. Declaration of Interests**No interests were declared.(Councillor Rowbotham joined the meeting)**222. Council Vacancy**The Clerk reported that the Returning Officer had informed the Council that it is able to co-opt to fill the vacant seat and that no other candidates had come forward in addition to Mrs Carly Wiffen-Mathias.Members noted Mrs Wiffen-Mathias’ reasons for being unable to attend the meeting and agreed to co-opt her to fill the vacant seat on the Council. The co-option will take effect after Mrs Wiffen-Mathias signs a Declaration of Acceptance at the next meeting.**223. Allotment Committee**a) Allotment Committee ReportMr Ken Honey and Mrs Jo Powell, together with Councillor Quilter presented an update on the work being done by the Allotment Committee. Mrs Powell had met with Newport City Homes to establish that they may be willing to provide a grant of £2500 from their Environmental Improvement Fund for improving Marshfield allotments.The Allotment Committee has identified improvements:* Church Lane access gate to be made wider and higher
* Church Lane site ground leveling
* Half a plot in Church Lane allotments to site a shed/lock-up to be used as a community shop.
* Marshfield Road access gate to be improved and moved back to form a short drive off the road before the gate.
* Creation of a community plot with raised beds for groups such as children and disabled.

Improvements to the gates were seen as a priority before other work can be considered.b) Church Lane Gate The planning application for the changes to the gate has been submitted. The Allotment Committee had identified Bernards Garden Machinery and Horticultural Engineers of St Brides to supply and fix the new gate at a cost of £402. The company has asked for payment for making the gate before starting work and issued an invoice for £282 including VAT. The Council agreed to pay this invoice.c) Funding for ImprovementsThe Council agreed that Mrs Jo Powell should apply to Newport City Homes, on behalf of the Allotment Committee, for a grant from their Environmental Improvement Fund towards the cost of the planned improvements.Councillor Quilter also proposed that the Community Council matches any funding obtained, up to £2500, in addition to the agreed annual budget for the Allotment Committee. *(Councillor Nathan Evans joined the meeting)*The Council agreed with this proposal.**224. Leisure Facilities**a) **Multi-Use Games Area/Sports Pitch** – Councillor Rowbotham had contacted Newport CC for advice on the next step but is waiting for Mike McGow to return from holiday. Cllr Rowbotham had also contacted SMP (Playgrounds) Ltd for a quote on the proposals and is due to meet with them.b) **Playground Facility** – There was no further information about this project.c) **Woodland Walk** – Councillor Linda Southworth-Stevens told the Council that she had contacted Sharon Jefferson and Andy Briscombe of Newport CC about work done on the project so far and has walked some footpaths in the area, although many are very muddy at the moment.Newport CC is keen to support such projects and when a walk is created NCC will maintain it. The Community Council involvement can be identified by logos added to the route and things like seating can be provided by the Community Council. It was suggested that the title of ‘woodland walk’ may not be suitable due to the lack of woodland and the Council may need to think of another name.Councillor Southworth-Stevens produced maps of footpaths in the area for members to study and agreed to speak to Andy Briscombe to further the project.d) **Village Hall Footpaths** – The Council received an e-mail from Mr Simon Evans who is acting as the project manager for this work. He gave details of additional costs that had been identified by the contractor, GSL (South Wales), and recommended that as this was a genuine error in the original estimate an additional £3107.04 be approved towards the cost of the work.Members noted that there was no contractual obligation to make additional payments but understood the reasons for the request and agreed to a one-off ex gratia addition of £3107.04 to the original quote.**225. Village Improvements**a) **Playground Repairs** – The Clerk reported that details of work required had been issued to two contractors but further photographs and measurements had been asked for to assist estimates.Councillors Nathan Evans and Linda Southworth-Stevens agreed to collect this information and send it to the Clerk for forwarding to the contractor.b) **School Traffic Plan** – Councillor Chase told Members that the deadline for grant applications to create safe routes to school had passed and the next round will not be until February 2015. He recommended that the Council continues with the project plan and submits an application to Newport CC for consideration next February.Councillor Chase was also aware that Marshfield Primary School is still keen to make progress in creating a pull-in and agreed to meet with the headteacher.c) **Cardiff Conservation Volunteers –** Councillor Southworth-Stevens had spoken with Kirstie Evans to clarify what was done during their last visit established that Cardiff Conservation Volunteers are still keen to work in Marshfield on the 6th April. Newport City Council Streetcene had marked on a map, areas of public rights of way identified as requiring clearing but the Council doubted whether the work would be enough to fill a day for the Volunteers. Cutting back grass verge that has encroached onto pavements was identified as a possible additional task.The Council asked Councillor Southworth-Stevens to speak to Cardiff Conservation Volunteers and Newport City Council and agreed that she should then decide on the best course of action.d) Councillor Quilter reported that **Marshfield Magpies** have received a grant of £150 for flowers to be planted in the Groes Corner Village Green. Around a dozen people turned up to take part in the last **litter pick** event and another litter pick will take place on 11th May. Organisation of the **Village Fete** is progressing and taking a lot of the volunteer’s time. Plans are also in place to arrange a **Bonfire Night** event and a **Pantomime** at the Village Hall. Volunteers are also keen to look into **Christmas lights** for the village and asked to be kept informed of any information received from Newport CC.**Review of Actions from Previous Meeting**226. Youth Club Funding (Min 213)The Council received thanks for the donation.227. Community Led Walks (Min 216)Councillor Southworth-Stevens said she was willing to consider this role and had spoken to one person who was interested in the walks programme but not willing to lead a walk. 228. Gwent Levels Project (Min 218)Councillor Southworth-Stevens had attended the Living Levels Project workshop and told Members that eighteen issues had been identified; the top three were 1) the sea wall 2) the Inland Drainage Board and 3) coastal management. Cllr Southworth-Stevens agreed to collate the information from the meeting and feedback to the Council.**FINANCIAL MATTERS**229. Application for a Donation to St Mary’s ChurchRevd Sue Collingbourne wrote to the Council requesting a donation towards the upgrading of facilities at St Mary’s Church Hall and Vestry to make it a more attractive venue for village/community events.Councillor Nathan Evans explained the details behind the application and said £395 was required to pay for outstanding work.(*Councillors Nathan Evans and David Collingbourne declared an interest in the Church and left the meeting room before a decision was made.)*Members discussed the details and agreed to donate £395 to St Mary’s Church.230. One Voice Wales MembershipOne Voice Wales invited the Council to renew its membership for 2014-15 at a cost of £309. Members agreed to renew membership.231. InvoicesThe Council agreed to pay the following invoices:4th February - Castleton Turf & Soil Supp Ltd – Stone to Marshfield Road Allotments £50.00 28th February - Castleton Turf & Soil Supp Ltd – Stone to Marshfield Road Allotments £96.00 21 February – (Reimburse K Honey) Sheds South Wales – Shed Roofing Felt & Nails £16.0016th February – (Reimb. Heather Bovill) Drinks, Hand Sanitizer/Gloves - Litter Picks £12.81 232. Stamps, Printing etc.The Clerk asked to be reimbursed £71.24 for cash spent on stamps, printing and stationery between December and March. The Council agreed to reimburse this amount.233. Cheques101365 G Thomas – Salary February (net) £ 269.97101366 G Thomas – HMRC PAYE £ 67.60101367 G Thomas – Internet connection reimbursement - February £ 18.00101368 Castleton Turf & Soil Ltd – Two loads of stone for allotments (Min 231) £ 146.00 101369 K Honey – Reimb. for shed roof felt & nails (Min 231) £ 16.00101370 H Bovill – Reimb. for litter pick gloves, hand sanitizer, drinks (Min 231) £ 12.81 101371 G Thomas – Reimb. For stamps, printing, stationery (Min 232) £ 71.24101372 Barnards Engineers – Church Lane allotments gate (Min 223b) £ 282.00101373 St Mary’s Church – Donation (Min 229) £ 395.00 **PLANNING MATTERS**234. Planning Application ObservationsThe Council considered the following planning applications and wished to inform Newport CC that there were no observations:**MCC743 – Conex 14/0065 - Full****Proposal:** Two Storey Rear Extension.**Site:** Tyn Y Cornel, 51 St Mellons Road, CF3 2TX.**MCC 744 – Conex 14/0086 – Full****Proposal:** Erection of First Floor Side Extension Including Front Dormer.**Site:** 2 Mallards Reach, Marshfield, CF3 2PR.**MCC 745 – Conex 14/0114 – Tree Preservation Order****Proposal:** Crown Pruning and Removal of Deadwood from Yew Trees T135 and T136 Protected by Tree Preservation Order 104.**Site:** Land North West of 8 Wentloog Rise, Castleton.**MCC 746 – Conex 14/0099 – Full****Proposal:** Erection of First Floor Side Extension to Existing Property and the Addition of an Orangerie to Rear.**Site:** Craigwood House, Newport Road, Castleton, CF3 2UR.**MCC 747 – Conex 14/0131 – Full****Proposal:** Two Storey Extension to Rear.**Site:** 107 The Meadows, Marshfield, CF3 2DY**MCC 748** – **Conex 14/0172 – Agricultural Determination****Proposal:** Prior Notification for Agricultural Barn for Hay and Machine Storage.**Site:** Pen Y Groes, Penylan Road, Bassaleg, NP10 8RW.235. Local Development PlanNewport City Council wrote on 21st February with details of the Statement of Focussed Changes – Newport Local Development Plan 2011-2026 and invited comments before 7th April 2014. Councillor Chase agreed to study the changes and inform Members of any comments that he felt were necessary.**236. CORRESPONDENCE**There was no correspondence to bring to the Council.**237. COMMUNICATION**Members agreed to publicise the following matters in the Marshfield Mail:* Proposed community walks in the Newport area including one along the Castleton circular walk.
* Thanks to the volunteers who took part in the recent litter pick that collected 15 bags of litter and that the next litter pick will be on Sunday 11th May.

Councillor Nathan Evans agreed to liaise with the Marshfield Mail.**ANY OTHER BUSINESS**238. Best Kept Village CompetitionCouncillor Southworth-Stevens noted the invitation from the Gwent Association of Voluntary Organisations to enter the Best Kept Village Competition and also the church grounds category in the Newport in Bloom Competition.239. Steam TrainCouncillor Southworth-Stevens showed a photograph she had taken of a steam train that had passed through Marshfield on the 1st March. Members felt that this could be suitable to include in the Marshfield Mail.240. X16 Bus ServiceCouncillor Southworth-Stevens outlined difficulties experienced with a Stagecoach X16 bus service involving pick-ups and drops at local bus stops. Some Members were aware of similar problems.The Council agreed to write to Stagecoach to ask for its policy on stopping at bus stops in the Marshfield and Castleton area.241. Planter St Mellons RoadCouncillor Quilter told the Council that Caroline Antoniou had been in touch with Greenmoor Nurseries about moving the planter on St Mellons Road to a location near the Gateway Centre. Councillor Quilter agreed to contact Newport City Council, Streetscene to seek permission to locate the planter on this part of the highway.**Meeting Ended** | **Action****£****JP****£****AR****LS-S****£****NE/LS-S****AC****LS-S****LS-S****£****£/GT****£/GT****£****GT****AC****NE****LS-S/NE****GT****AQ** |
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