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| **MARSHFIELD COMMUNITY COUNCIL** Minutes of the Council meeting held on Tuesday 14th January 2014 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Present: Mr Karl Evans (Chairperson) Mr Anthony Quilter Mr Mike Woods Mr Alan Chase Mr Adam Rowbotham Mrs Victoria Maud Apologies: Mr Cenydd Edwards (work), Mr Nathan Evans (work), Mrs Sharon Jefferson (family matters), City Councillors Richard White & Tom Suller (meeting)In attendance: Mr David Collingbourne, G C Thomas (Clerk) The minutes of the monthly Council meeting held on 3rd December were agreed to be a true record and signed by the Chairperson subject to the following changes: Min 138a….at a cost of ~~£11800+VAT~~ £*10800+VAT* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**178. Declaration of Interests**No interests were declared.**179. Co-option to Fill Vacant Seats**The Council met Mr David Collingbourne and agreed to his co-option to become a Member of the Council. Mr Collingbourne signed a Declaration of Acceptance and took part in the following meeting.**180. Leisure Facilities**1. **Multi-use games area/sports pitch** - Councillor Rowbotham agreed to set up the Working Party decided at the last meeting and will include those Members who are interested and able to attend the group meetings.
2. **New playground facility** – Newport City Council had clarified that the conditions of the S106 funding were to provide play facilities and formal open space in the vicinity of the Castleton Gardens by March 2016.
3. **Woodland walk** – There were no further updates.
4. **Village Hall footpaths** – An update on progress was received via an e-mail from Mr Simon Evans.

**181. Allotment Committee Report**1. Councillor Quilter reported on the most recent work done to improve the allotment sites, including two new notice boards, and told Members that invoices for rent will be sent out soon.
2. Councillor Chase felt that some of the shed constructions on the allotment site gave it an untidy appearance. Councillor Quilter said that there had been no new sheds in the last few years and tenants are required to consult with the Allotment Committee before erecting a shed.

**182. Village Improvements –Quarterly Action Plan**1. **Playground repairs** – The Clerk reported that Councillor Nathan Evans is due to send photographs of defects that have been identified recently for inclusion in requests for estimates to repair. Also, Newport City Council had given the name of a local contractor who they use to carry out playground repairs. The Council asked the Clerk to contact the contractor to obtain costings for repairs that are outstanding.
2. **School traffic plan –** Councillors Chase and Karl Evans had attended a meeting at Marshfield Primary School that included the new Headteacher, Newport City Council Ward Councillors and the Police. They felt this was a positive meeting that raised the issues surrounding the problems outside the school and noted the recent accident involving a child. The meeting identified child pedestrian safety as the main driver to improve safety and a new safe route to school was seen as a priority to aim for but other improvements had also been identified, including traffic calming and changes to Bassaleg School bus times. Councillor White had agreed to investigate S106 contributions from the Charles Church development. The Council agreed to look further into a safe route to school and asked Councillor Chase to make enquiries and report back to the Council.
3. **Additions to Action Plan –** Members noted a number of events taking place such as Keep Wales Tidy visiting the school, a litter pick arranged for Sunday 16th February, the Village Fete arranged for 28th June and Bonfire Night. Councillor Quilter suggested a wheel barrow planting competition involving different organizations and agreed to pass this ides to the fete organizers.

The Council agreed that the Best Kept Garden Competition should be organized by the Allotment Committee and investigations into Christmas tree/lights should include Caroline Antoniou.*(Councillor Maud arrived)***REVIEW OF ACTION FROM PREVIOUS MEETINGS**183. Meeting Date (Min 160g)The Clerk reported that the Village Hall was no longer available on a Monday evening, only a Tuesday evening. The Council preferred to meet on a Monday and agreed to look into using a different venue. Councillor Maud will make enquiries with the Gateway Centre.184. Christmas Tree and Lights (Min 164)The Clerk reported that Newport City Council is not able to help with the Christmas decorations and the Council will need to find an outside contractor. However, any proposals will require NCC approval due to highway issues.185. Castleton Notice Board (Min 166)The Clerk noted that the new board appeared to be in place and was asked to check with Councillor Jefferson about the keys.186. Website Development Grant –Training (Min 168)Councillor Nathan Evans had asked for confirmation of those interested in attending a training course. Councillors Chase, Maud, Quilter and Karl Evans plus the Clerk confirmed their interest.187. Youth Club (Min 174)Councillor Woods told Members that he had a useful meeting with Mark Redwood and Simon Evans. They were looking for a paid worker to be involved in the youth club and he had advised them to make a request to the Community Council for financial assistance.188. Planters (Min 175)Councillor Quilter reported that tidying had been done and replanting will take place in the spring.189. Fly Tipping (Min 176)Councillor Woods reported that the fly tipping had been cleared.*(Councillor Collingbourne left the meeting)***FINANCIAL MATTERS**190. Precept & Concurrent Functions Requirement 2014/15Newport City Council wrote on 20th December asking for details of the Council’s requirements for 2014/15 and included a request for an expenditure analysis for 2013/14. The tax base for the 2014/15 precept was stated as 1473.The Clerk had prepared the 2013/14 expenditure analysis which was noted by the Council.Councillor Woods presented a budget plan for 2014/15 following which the Council agreed to set a precept of £15:00The Council noted that only £7244 concurrent functions payment was received following last year’s claim but agreed to request similar payment this year :- Maintenance and upkeep of community halls £14000, grass/hedge cutting of open spaces/play area £3100, maintenance of play equipment £1000, allotments £3000, other services £3200. Total £24300Details of other services:* The Council is in the process of developing a new leisure facility that is planned to become an existing service during 2014/15 and will then require maintenance and upkeep -£2,000
* Community Council owned land at Groes Corner is now regarded as a village green and requires maintenance and landscaping in addition to other existing open spaces noted above -£1,000
* Christmas lights and trees - £200

191. Football Club FundingMembers noted that the donation cheque to Marshfield Football Club for dug-outs is yet to be presented and asked the Clerk to contact the Club for an update. 191.Youth Club Funding Request Marshfield Village Hall Management Committee wrote to ask for funding towards a Community Youth Worker for 11 two hour sessions at a cost of £341. Members agreed to donate £341 to the VHMC and asked the Clerk to contact Simon Evans about payment. 192. InvoicesThe Council agreed to pay the following invoices:* Newport City Council – Ground maintenance Marshfield Village Hall playing fields for period 1/10/13 to 31/12/13 - £762.29
* Ken Honey reimbursement – Cardiff Lock & Safe Company Ltd –Two gate keys Church Lane allotments - £15.60
* Joanne Powell reimbursement – H M Morgan Engineering Ltd – Two notice boards and posts for allotments - £78.00

193. ReceiptsNewport City Council - 3rd installment of 2013/14 precept - £7275194. Cheques101352 G Thomas – Salary December (net) £270.17101353 G Thomas – HMRC PAYE £ 67.40101354 G Thomas – Internet connection reimbursement - December £ 18.00101355 Newport CC – Village Hall playing fields ground maintenance (Min 192) £762.29 101356 K Honey – Reimbursement - allotment keys (Min 192) £ 15.60101357 J Powell – Reimbursement - allotment notice boards (Min 192) £ 78.00 **195. PLANNING MATTERS**There were no planning matters.**CORRESPONDENCE**196. School Catchment AreaCouncillor Richard White e-mailed to draw the Council’s attention to Newport City Council’s consultation on school catchment areas and his view that the proposed boundary was an arbitrary line that wrongly included the children of St Brides in the Duffryn catchment area. He recommended that the boundary should be the proposed M4 or the LG road which would maintain the historic links of the rural families with Marshfield and, subsequently, Bassaleg schools.Members considered Councillor White’s points and agreed to support his recommendations. The Clerk was asked to compile a response to Newport City Council.197. One Voice Wales Area CommitteeOne Voice Wales invited a Council representative to attend the Monmouthshire/Newport Area Committee to be held in Usk. The papers were placed in circulation for Members information.198. Buckingham Palace Garden PartyOne Voice Wales wrote with details of the 2014 garden party and invited the current Chairperson to apply to attend. Places are limited and a draw will choose the Community Council applicants in Wales. The Chairman took the papers to consider his application.**COMMUNICATIONS** 199. Maintenance of Council Website and Facebook Councillor Karl Evans and Councillor Victoria Maud agreed to approach Mrs Kirsty Evans to learn more about technical methods. 200. Communications for Marshfield Mail & WebsiteThe Council agreed to the following:* David Collingbourne joining Marshfield Community Council
* School traffic meeting update
* Litter Pick
* M4 Consultation
* New notice board in Castleton
* Best Kept Garden Competition

**201. ANY OTHER BUSINESS**There was no other business.**Meeting Ended 9:55**  | **Action****AR****GT****AC****AQ****VM****GT****GT****GT****GT****GT****GT****KE/****VM** |
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