

***Serving the Communities of Castleton and Marshfield***

*Chairperson:* Mr Mathew Taylor

*Clerk:* Mr G C Thomas 4 Kenilworth Road Newport South Wales NP19 8JQ

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Dear Councillor

The next meeting of Marshfield Community Council will be held at the Village Hall, Wellfield Road, Marshfield **on TUESDAY 12TH SEPTEMBER 2017** commencing at **7:30p.m.**

## Yours sincerely

G C Thomas

Clerk

**AGENDA**

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| **No.** | **Item** | **Time (mins)** |
| **1** | **Apologies.** | **2** |
| **2** | **To receive the resignation from the Council for Carol-Anne Heaven and to declare a vacancy.** | **2** |
| **3** | **Declaration of interests.** | **1** |
| **4** | **Police Matters** | **10** |
| **5** | **Time allowed for members of public to speak (In line with Standing Order on Public Participation in Meetings).** | **15** |
| **6** | **X16 Bus Update.** | **5** |
| **7** | **To meet persons interested in filling the vacant seats on the Council and to consider co-option to the Council.** | **10** |
| **8** | **To confirm the minutes of the Monthly Council meeting held on 11th July 2017** | **2** |
| **9** | **Multi-Use Games Area Update.** | **10** |
| **10** | **Review of actions arising from Council Meeting held on 12th July 2017** | **15** |
| **11** | ***Financial Matters:***  **a) To confirm and adopt the minutes of the Finance and General Purposes Committee held on 24th July 2017.**  **b) To receive a report on payments and receipts and a bank reconciliation.**  **c) To receive correspondence from external auditors BDO LLP and re-approve the Annual Return.**  **d) To receive a report from the Finance & General Purposes Committee and decide on a request for a donation from Keep Us Rural Ltd.**  **c) Other financial matters.** | **15** |
| **12** | ***Planning Matters:***  **a) To confirm and adopt the following observations already sent:-**  ***To Newport City Council***  **MCC 851**  **Conex 17/0666**  **PROPOSAL**: PROPOSED DOUBLE GARAGE CONVERSION TO FORM NEW KITCHEN / UTILITY AND STORE ROOM.  **SITE:** 1 WOODFIELD CLOSE MARSHFIELD CF3 2TA  This is the first house in small close consisting of 4 detached houses. The Close runs off the busy main road that runs through Marshfield. The loss of car parking spaces resulting from the conversion may have parking implications to other residents in this small close, particularly in relation to the turning and reversing of large delivery vans and lorries.  **MCC 852**  **Conex 17/0751**  **PROPOSAL**: CROWN LIFT 2NO. SCOTT PINT TREES PROTECTED BY TPO 77/MON  **SITE**: 3, Wellfield Court, Marshfield, Cardiff, CF3 2TJ  **APPLICATION TYPE**: Tree Preservation Orders  The Community Council does not wish to make any comments.  **MCC 853**  **Conex 17/0774**  **PROPOSAL**: NEW ENTRANCE PORCH TO PRINCIPLE ELEVATION AND SINGLE STOREY EXTENSION TO REAR (RESUBMISSION FOLLOWING REFUSAL OF 17/0430)  **SITE:** 4, CHANNEL VIEW, CASTLETON, CARDIFF, CF3 2UP  **APPLICATION TYPE:** Full  The Community Council does not wish to make any comments.  **MCC 854**  **Conex 17/0747**  **PROPOSAL**: CONVERSION OF GARAGE TO UTILITY ROOM AND STUDY, REPLACEMENT OF GARAGE DOOR WITH WINDOW TO FRONT ELEVATION  **SITE:** 7, CAMBRIAN CLOSE, MARSHFIELD, CARDIFF, CF3 2TB  **APPLICATION TYPE:** Full  The Community Council would make the following observations. Whilst there is no objection to the conversion in principle this is a small close with several detached houses. This house is situated at the end of the close and shares a private drive with another house. The conversion will result in the loss of parking spaces and put pressure on the limited parking area and potentially restrict the access for emergency and service vehicles.  **MCC 857**  **Conex 17/0757**  **PROPOSAL:** GARAGE CONVERSION TO STUDY  **SITE:** 4 CAMBRIAN GROVE MARSHFIELD CARDIFF CF3 2US  This is a small close, consisting of 5 detached houses with double garages. 4 of the houses overlook the main Marshfield Road. The houses in this close are served by a shared private access. The site map does not reflect the actual position of the houses in the close, and gives the appearance that there is greater land attached to this house. The map does not show the hedge, grass verge, shared access road and individual driveways that lie between the main Marshfield Road and the houses. A conversion of the garage space would restrict the available parking and may cause access and parking difficulties to neighbours and large delivery and emergency vehicles.  ***To Planning Inspectorate***  **Reference: APP/G8935/C/17/31772**  **Town and Country Planning Act 1990: Enforcement Appeal**  **Appeal Site: Land at Berryhill Cottage, Coedkernew, Newport, NP10 8UD**  **Appeal Subject: Change of Use**  *Marshfield Community Council requests that the following points be included in your deliberations of the above appeal.*   1. *Berryhill Cottage is situated in the countryside, it is a rural area with good agricultural farm land, that forms part of the Green Wedge. The current use of the land does not comply with Newport County Council policies and Local Development Plan 211-2016(adopted January 2015) as stated in Newport County Council’s planning decision and enforcement action.* 2. *Berryhill Cottage is situated alongside the very busy four lane section of the A48. Traffic is particularly busy at commuting times, and is further exacerbated by the regular traffic problems on the M4 and surrounding road works. This section of road experiences a high accident rate; even so it is a popular route for runners and cyclists despite the relatively narrow pavements. Outside the entrance to the business premises is a recessed bus stop for the regular number 30 bus service between Cardiff and Newport. This bus stop is usually blocked completely with parked vehicles connected to the business operation. The bus is not able to pull in and stop safely. Passengers alighting and dismounting from the bus and overtaking traffic is endangered by the continual blockage/obstruction of the bus stop. There are also large heavy goods vehicles having to slow down in front of fast moving traffic to enable them to turn and navigate the gradient leading into the yard to make their deliveries, and reversing back out - again endangering other road users.* 3. *The property Berryhill Cottage is situated above road level on the hillside. Most of the year this stretch of the A48 is wet from surface water draining off the hillside. During winter this section of the A48 is prone to ice on the road surface and can be particularly dangerous during the early morning heavy traffic commuting times and*   *when vehicles suddenly slow down to turn into Berryhill Cottage.*  *Marshfield Community Council would submit that this business, in this locality is not suitable nor is it compliant with Newport County Council’s planning policies.*  **APP/G6935/C/17/3178565**  **Town and Country Planning Act 1990: Enforcement Appeal**  **Appeal Site: Land at Heol Las Stables, Adjacent to and north of the railway line, Peterstone Wentloog, Cardiff CF3 2WF**  **Appeal Subject: Creation of a Gypsy/Traveller Site**  **Appellant: Mr. John Brian Janes**  *Marshfield Community Council considers that the Gypsy/Traveller site is inappropriate in this area. The Community Council strongly supports Newport City Council Planning Department’s Enforcement Notice that requires the appellant to cease the use of the land for a Gypsy/Traveller site and associated works. The Community Council requests that the following points be taken into consideration in your deliberations of the above appeal.*  *This is a rural area, Marshfield Community Council is highly conscious of the importance that it is set in the Green Belt. Consequently, the Council feels that any development in this area needs careful consideration to ensure that it is sympathetic to the Green Belt. It should blend with the rural setting, enhance the area and aid promotion of the nearby Wales Coastal Path. The Community Council does not consider that this development meets any of these considerations.*  *This site is in an area of special interest (SSSI) within the Gwent Levels. The Levels are an important area for some endangered species and some rare flowers. The Community Council is conscious of the importance of maintaining the ecological balance with any development. There is a need to protect the reens from pollution, and to encourage and support the areas ecology.*  *Under Newport’s Local Development Plan there is already adequate Council Gypsy/Traveller site provision in Newport. There are no exceptional circumstances that would justify this development remaining on this inappropriate site. Marshfield Community Council therefore supports Newport City Council’s Enforcement Notice and time frame for the appellant to comply with the order.*  **b) To decide on observations to be sent to Newport City Council for the following planning applications**:  **MCC 855**  **Conex 17/0714**  **PROPOSAL**: RETENTION OF SINGLE STOREY OUTBUILDING FOR USE AS A GARDEN ROOM WITH STOREROOM  **SITE:** 185, MALLARDS REACH, MARSHFIELD, CARDIFF, CF3 2NL  **APPLICATION TYPE:** Full  **MCC 856**  **Conex 17/0798**  **PROPOSAL**: ERECTION OF PART FIRST FLOOR, PART TWO STOREY SIDE EXTENSION (RESUBMISSION FOLLOWING REFUSAL OF 16/1299 AND DISMISSAL OF ASSOCIATED APPEAL)  **SITE:** 35, MALLARDS REACH, MARSHFIELD, CARDIFF, CF3 2NN  **APPLICATION TYPE:** Full  **MCC 858**  **Conex 17/0599**  **PROPOSAL:** CONSTRUCT A PORCH TO SIDE OF HOUSE  **SITE**: LITTLE ORCHARD, 61 MARSHFIELD ROAD, CF3 2UW  **APPLICATION TYPE:** Full  **c) Other planning matters**. | **20** |
| **13** | ***Allotments:***  **a) To receive copies of the revised Tenant’s Handbook and Allotment Tenancy Agreement for adoption by the Council.** | **10** |
| **14** | **To consider the adoption of a Model Local Resolution Protocol for Community and Town Councils drawn up by One Voice Wales.** | **5** |
| **15** | ***Correspondence******:***  **a) To consider a response to the Newport City Council consultation on the draft Active Travel Integrated Network Map (INM).**  **b) To consider registration for the Welsh Government Bee Friendly scheme.** | **10** |
| **16** | ***Communication:***  **a) To agree items to be included in the monthly communication to residents in the Marshfield Mail and any posts required to the Community Council website.** | **5** |
| **17** | **Any other business** | **10** |
| **The next meeting will be the Monthly Council meeting on Tuesday 10th October 2017** | | |
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