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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 13th February 2018 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Mat Taylor (Chairman)  Mrs Linda Southworth-Stevens  Mr Mike Rigby  Mr Mark Dawkes  Mrs Catherine Grady  Mrs Susan Davies  Mr Ronald Carrie    Apologies: None.  In attendance: 1 member of public, City Councillors Richard White & Tom Suller,  PCSO’s Caroline Doidge & Abigail Short (Gwent Police), G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council Meeting held on 9th January 2018 were agreed to be a true record and signed by the Chairman subject to the following change: Min 214 – ~~Councillor Southworth-Stevens~~ Councillor Taylor said ~~she~~ he is talking to Sarah Lyons….  \_\_\_\_­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **215. DECLARATION OF INTERESTS**  No interests were declared.  **POLICE MATTERS**  216. Monthly Police Report  Members noted the contents of the report for January. CSO Doidge added further information:   * Warning about scam phone calls involving PPI refunds and iTune cards * Forensics had identified a suspect for a recent car break -in   *(Councillor Southworth-Stevens joined the meeting)*  Complaints had been received about the following matters:   * GoSafe speed checks were not being enforced in the school zone. * 20 MPH speed limit on Marshfield Road was not being observed (Speed checks were being done and the results go to the speed section). * No record of injury to persons on Marshfield Road (There was one in 2015). * Enforcement of the 50 MPH speed limit on A48 at Castleton (The mobile GoSafe camera attends for one and a half days three times per month).   A priority survey via Gwent Police Facebook had resulted in parking on Imperial Way being prioritized for the forthcoming months.  217. Community Speed Watch  CSO Doidge reminded the Council that passport size photographs were needed for volunteers enrolling to the Community Speed Watch scheme. Locations where the scheme will operate are to be agreed from several possible options and training will be given to all volunteers.  The Clerk handed existing volunteer application forms to Councillor Dawkes.  218. Green Cone Scheme Marshfield Primary School  CSO Doidge asked if the green cone scheme is working to improve parking on Marshfield Road. It was generally agreed that some drivers were still parking illegally and the scheme was no working as well as it could.  219. Horses on Marshfield Road  CSO Doidge referred to a horse on Marshfield Road and that its owner should ensure it is properly secured. ~~Councillor Grady offered to contact CSO Grady once the owner is identified.~~  220. Abandoned Caravan  CSO Doidge told the Council that a caravan abandoned in Peterstone near Shirenewton had been burned out.  221. Car Parking  Councillor White enquired about a car parked on Marshfield Road for a long time. CSO Short told the meeting that the owner had been spoken to but no laws had been broken. Councillor White also noted that there were no parking restrictions for vehicles parked near the former doctor’s surgery.  *(PCSO’s Doidge and Short left the meeting)*  **PUBLIC PARTICIPATION**  222. Lane Off Pentwyn Terrace  A member of public pointed out that two residents had fallen at a lane off Pentwyn Terrace owing to the poor condition of the surface. Those involved had not made a complaint to the highway authority. The Council advised that those affected should report the matter to the highway authority.  **CITY COUNCILLORS REPORT**  223. Church Lane  Councillor White informed the meeting that Newport City Council had checked records to show that land near St Mary’s Church is adopted highway. There were concerns about the condition of the drainage ditches at Church Lane and the flooding continuing to occur on the highway at the Groes Corner /Marshfield Road junction.  **The Council resolved to contact Newport City Council to request remedial work to alleviate these problems.**  224. Bus Services Update  Councillor White said there had been an increase in the number of passengers using the Newport Transport DRT service. He had been told by N.A.T. Group Ltd that they have no plans to change the route of their X5 service at the moment.  Councillor Taylor said he wants to meet with Newport City Council and N.A.T. Councillor White suggested providing the statistics collected in the community council’s survey of service X16 users to show the potential passenger numbers.  ***The Council resolved to write to N.A.T. Group Ltd to formally request a meeting.***  225. Pentwyn Terrace  Councillor White told the Council that he had been in touch with Newport City ~~Homes~~ Council about  the bollard and fence at Pentwyn Terrace.  *(Councillors White and Suller left the meeting)*  **226 COUNCIL VACANCIES**  There were no candidates for the four vacancies. A potential candidate had withdrawn their interest.  **MATTERS ARISING FROM THE LAST METETING**  227. Belisha Beacon (Min 186)  The Council heard that the Belisha beacon had been repaired but the opposite beacon had now failed  ***The Council resolved to ask the Clerk to report the matter to the Newport CC Contact Centre.***  228. Road Sign Maintenance (Min 188)  The Clerk reported that Newport City Council had been contacted but there had been no response. ***The Council resolved to ask the Clerk to continue to chase-up this matter for information about what is being done to remedy the fault.***  229. Future Role of Community and Town Councils (Min 192)  Councillor Dawkes said the Working Group would find it difficult to run public events to obtain opinions on the matter before the deadline and proposed that a Survey Monkey questionnaire to residents would be most effective in the time available.  ***The Council agreed with this proposal.***  230. Dog Fouling (Min 193)  The Clerk reported a response from Newport City Council via Councillor Richard White. There are no designated dog bins as it all goes in the general litter bins. The Cleansing Section feel that there is a satisfactory amount of litter bins in this area.  Councillor Rigby said he had seen bins signed for dog waste and witnessed a special process for emptying dog waste.  231. Community Speed Watch (Min 196)  Refer to Minute 217.  232. Litter – St Mellons Business Park (Min 207)  The Clerk reported that Cllr Joel Williams had replied stating the area surrounding St Mellons Business Park is outside the Old St Mellons Community Council boundary but he will forward the request on to Cardiff Council and ask Officers to look into the matter directly.  An email had been sent directly to Old St Mellons Community Council asking for their support but it was also pointed out that the Business Park is outside their area.  The Clerk had contacted Cardiff City Council via their website to ask for litter collection and additional litter bins.  **FINANCIAL MATTERS**  233. Payments & Receipts Update  The Clerk issued an update including a bank reconciliation to Council Members.  234. Financing Work Near the Hollies and Pentwyn Terrace  Councillor Dawkes reported that he had met with Newport City Homes and various departments of Newport City Council about maintenance of fencing, fitting bollards and maintenance of the road surface.  Newport City Homes was willing to replace the fencing once the owner of a dead tree obstructing the fencing can be found and contacted. Newport City Council had agreed to arrange bollards to be fitted in the lane and had accepted that the lane was adopted highway so will repair any pot holes.  Councillor Taylor felt that the Council should await costings for the proposed work before any decision on the amount of contribution.  ***Councillor Dawkes proposed that the Council agrees to donate a small contribution to the work proposed. The Council resolved to agree to this proposal.***  235. Installation of Benches and Litter Bins in Village Hall Playing Fields  Councillor Taylor advised that the litter bins and benches currently in storage require concrete bases to allow their installation.  The Council agreed to write a specification to be issued to suitable contractors who will be invited to quote.  ***Councillor Taylor proposed that he and Councillor Southworth-Stevens devise a specification and select potential contractors to be invited to quote and pass the information to the Clerk to send on behalf of the Council.***  236. Maintenance of Planters  ***The Council agreed to contact Greenmoor Nurseries and L & R Landscapes Ltd to find out if they are willing to continue sponsoring some of the planters in the village. The Clerk is to write to Greenmoor Nurseries to thank them for their past sponsorship and ask if they wish to continue. Councillor Davies agreed to ask L & R Landscapes.***  ***Councillor Rigby offered to ask Wyevale Garden Centre if they were interested in offering any sponsorship***.  237. Allowances for Council Members  One Voice Wales wrote on 31 January pointing out that as the Independent Remuneration Panel for Wales Annual Report for 2018/19 was recommending the possibility of allowances for council members it is incumbent on the Council to consider including a sum in the budget for the likely cost. The extent to which Members may choose to opt out of receiving the proposed mandatory allowances will be a factor in understanding the financial implications.  There was a general feeling amongst Members that most of the allowances would not be claimed with the exception to travelling expenses for events such as training courses. There was some uncertainty about the obligations to new councillors.  ***The Council agreed to contact OVW for their views on the mandatory aspect of the report. In the mean-time the Council agreed to ring fence £2000 for possible claims and add this matter to the agenda for the next Finance & General Purposes Committee meeting.***  238. Request for Funding Towards Trial Cameras  Keep Us Rural Ltd wrote on 5th February to ask the Community Council to consider a request for a donation of £480.00 in order to purchase three trial cameras for use within the community area to combat illegal fly-tipping.  Councillor Grady proposed that the Council, in principle, makes a donation of £480 but this would be subject to more information being provided on the use of the cameras.  ***The Council resolved to agree to the proposal and asked that Keep Us Rural Ltd provide the following assurances about the use of the cameras as a condition to making the donation:***  ***1. Has Keep Us Rural taken advice that it has the legal right to use the cameras in the way proposed and what measures will be taken to ensure you will be operating within the law.***  ***2. Marshfield Community Council will require the right to stipulate the fly tipping ‘hot spots’ in the Council area where the cameras will be located.***  ***3. Can you state the frequency that cameras will be placed in the Marshfield Community Council area.***  ***4. The Council will require general feedback of statistics of cameras results in Marshfield CC and other areas.***  239. Fly-Tipping  Councillor Dawkes had investigated instances of fly-tipping into the reen off a lay-by near the lorry park close to St Mellons Road. Following a site meeting with Christine Thomas of Newport City Council he had been advised that Natural Resources Wales are not responsible for the reen there is no owner of the land registered and Newport City Council Streetscene has no responsibility as the tipped items are not on the carriageway.  A suggested solution was to arrange volunteers to lift the tipped items out of the reen on to the highway when Newport CC will be willing to collect it and dispose of it.  ***The Council agreed to add this matter to the agenda for the next Council meeting***.  240. Invoices  The Council agreed to pay the following invoices:  Society of Local Council Clerks – Data Protection Webinar Training - £ 36.00  C Antoniou reimbursement – Keep Wales Tidy – 10 Litter Pickers for Magpies - £116.50  One Voice Wales – Membership for 2018/19 - £361.00  241. Cheques  101719 G Thomas – Salary January (net) 443.16  101720 HMRC – PAYE January 110.80  101721 K Evans - Allotment Key deposit refund (replaces chq 101648) 20.00  101722 G Thomas – Internet connection December 18.00  101723 L Meredith – Allotment 11a key & shed deposit 45.00  101724 SLCC - Data protection webinar training (Min 240 ) 36.00  101725 C Antoniou – Reimb. litter pickers from KWT for litter pick (Min 240) 116.50  101726 One Voice Wales – 2018/18 membership subscription (Min 240) 361.00  **PLANNING MATTERS**  242. Planning Applications  **The Council confirmed and adopt the following observation already returned to Newport City Council:**  **MCC 864 – Conex 18/0008**  **PROPOSAL**: SINGLE STOREY REAR EXTENSION TO ENLARGE KITCHEN  **SITE**: WEST WAYS, NEWPORT ROAD, CARDIFF, CF3 2WH  **APPLICATION TYPE**: Full  ***No observations***  **The Council agreed that there were no observations to send to Newport City Council for the following planning application:**  **MCC 865 – Conex 18/0070**  **PROPOSAL:** SINGLE STOREY REAR EXTENSION  SITE: 8 WENTLOOG RISE, CASTLETON, CF3 2SD  **APPLICATION TYPE**: Full  **243. CORRESPONDENCE**  There was no correspondence to raise in Council.  **244. COMMUNICATION**  Councillor Taylor told Members that he had a difficulty with the deadline for copy to reach the Marshfield Mail. It was not possible to provide a schedule of deadline dates as these vary and cannot be set down.  The Council agreed to include the following matters in the monthly communication to residents in the Marshfield Mail and the Council’s website:   * Councillor vacancies * Police priority survey   **ANY OTHER BUSINESS**  245. Community Speed Watch  Councillor Dawkes agreed to arrange the photographs to accompany the Community Speed Watch volunteer’s applications.  **Meeting ended 10:07** | **Action**  ~~CG~~  GT  GT  GT  SD  GT  MR  GT  GT |