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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 9th January 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    Apologies: Mr Ron Carrie (Work), City Councillors Richard White & Tom Suller (Meeting)  In attendance: 1 member of public, Sgt Hannah Lawton, PCSO’s Rodney Caddy, Mike Ashford, Abigail Short (Gwent Police), G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Council Meeting held on 12th January 2017 were agreed to be a true record and signed by the Chairman subject to the following change: Min 153 - Councillor Taylor reported that he and Councillor ~~Rigby~~  Susan Davies had attended the workshop….  \_\_\_\_­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **170. DECLARATION OF INTERESTS**  No interests were declared.  **171. RESIGNATION**  Members were sorry to receive the resignation from the Council of Mrs Lisa Clark. The Council declared a vacancy and asked the Clerk to arrange the necessary notices.  Members wished to thank Mrs Clark for the time she had given to Council business.  **POLICE MATTERS**  172. Monthly Police Report  Members noted the contents of the report for December. Councillor Grady asked Sgt Lawton if the details of speeding offences could be included in the report. The Council is seeking to improve road safety and these statistics can be used as evidence. Councillor Grady referred to Imperial Way which has received safety measures which should be a priority for residential areas such as Castleton and Marshfield.  Sgt Lawton said the police have no control over Newport City Council speed measures but she agreed to look into providing statistics of tickets issued on the A48 and Marshfield Road, outside the school.  173. Parking Pedestrian Crossing Marshfield Road  It was noted that vehicles were regularly parking on the zig-zag markings for the pedestrian crossing near Marshfield Road post office, causing safety concerns for pedestrians using the crossing. Sgt Lawton said that the police can send letters to offenders if residents contact them with the registration number of vehicles parking illegally.  174. Halfway Garage Car Sales - Planning Application for a Cafe  Councillor Southworth-Stevens asked Sgt Lawton if there were any concerns from the police about cars turning off the A48 into the sales/café. Sgt Lawton was not aware of any consultation to the police but will look into it if Newport CC are asked to forward details to her.  175. Burglaries  Councillor Grady referred to the increase in burglaries noted in the Marshfield Ward monthly police report. Sgt Lawton said there had been one burglary in Marshfield and the CID are involved.  176. Horses on A48  Councillor Grady described her concerns about horses finding their way on to the A48 as they had not been securely contained in a nearby field.  **VACANT OFFICES**  177. Marshfield Village Hall Management Committee Representative  The Council agreed that Councillor Taylor would temporarily act as the Council’s representative on the Village Hall Management Committee. Councillor Taylor will attend the next Committee meeting and discuss the possibility of rotating this office between more than one community councillor.  178. Leisure Facilities Working Group  Councillor Taylor proposed that the Leisure Facilities Working Group ceases and the terms of reference of the Finance and General Purposes Committee be amended to include management of existing children’s play areas and multi-use games area in the village hall grounds.  ***The Council resolved to agree to this proposal.***  179. Member of Finance & General Purposes Committee  The Council was told that Councillor Ron Carrie had expressed an interest in becoming a member of the Finance & General Purposes Committee.  ***The Council resolved that Councillor Carrie should be a member of the Committee.***  180. Barclays Bank Signatory  ***The Council resolved to add Councillor Mike Rigby to the signatories for the Council’s Barclays Bank accounts.***  **PUBLIC PARTICIPATION**  181. Cycle Track  A resident of Pentwyn Terrace had witnessed cars using the cycle track to turn and asked if a bollard that had been requested will be fitted to prevent similar occurrences. It was noted that a bollard may not be acceptable as it could prevent mobility scooters from using the track. Instances of cycles travelling at speed were felt to be a risk. Councillor Taylor suggested passing on to resident’s details of what has been done so far and felt that a chicane barrier could assist in slowing down cyclists.  182. Bus Service  A resident asked about the current position with local bus services. Councillor Taylor told the meeting that, in addition to the introduction of the DRT service, the X16 service is definitely ending on 20th January 2018. There has been extensive negotiations and representations to Newport City Council but they had responded to say that only two complaints had been received about the reduced services. Residents must complain to Newport City Council and Newport Bus to show the true level of complaints.  Councillor Taylor is trying to meet with N.A.T bus company to explore the possibility of their X5 service including Marshfield village in is route.  183. Car Parking Marshfield Road  A resident expressed concerns about cars parked on the southern end of Marshfield Road on a bend at the brow of a hill.  **MATTERS ARISING FROM THE LAST MEETING**  184. Horses on A48 (Min 141)  The Council agreed to make a Land Registry check to discover the owner of the field from which horses are escaping. Councillor Grady agreed to provide the Clerk with an outline map of the area to be checked.  185. Village Hall Football Pitch (Min 142)  The Clerk reported that Newport City Council grounds maintenance section had agreed to meet representatives on site to review the current contract and works required.  186. Belisha Beacon (Min 144)  The Clerk reported that Newport City Council had been contacted but there had been no response. ***The Council resolved to ask the Clerk to chase-up this matter for information about what is being done to remedy the fault.***  187. Bus Services (Min 145)  Reference was made to minute 181.  188. Road Sign Maintenance (Min 146)  The Clerk reported that Newport City Council had been contacted but there had been no response. ***The Council resolved to ask the Clerk to chase-up this matter for information about what is being done to remedy the fault.***  189. Bushes Marshfield Road (Min 147)  The Council noted that some cutting back had been done but not sufficient to completely remove the problem.  190. Trees (Min 150)  Councillor Southworth-Stevens will continue to contact Shona Carle, Tree Officer for Newport CCabout a tree in Mallards Reach and trees in Pentwyn Terrace.  191. Bee Friendly -Tree Maintenance (Min 151)  Councillor Taylor reported that Edmonds Tree Services had completed the remaining work and had stated that due to the Tree Preservation Order was only allowed to carry out work listed on the approved tree report.  192. Future Role of Community and Town Councils (Min 152)  Councillor Dawkes said the Working Group set up to look at this matter had met and proposed the following terms of reference.  *2018 Welsh Government review of Community and Town Councils*  **1. What are the aims of the Working Group?**  To canvas the residents of Marshfield and Castleton for their views on the 4 key questions of the forthcoming review response (due for submission 27th March 2018):  Q) What should Community and Town Councils be responsible for?  Q) How should they operate?  Q) What’s standing in their way to deliver for the local community?  Q) How do councils ensure they best represent their local community?  **2. How can the Working Group meet these aims?**  How to reach all residents of Marshfield and Castleton and how to then collate responses via appropriate mediums.  **3. Who will the members be?**  Mark Dawkes (Lead), Ron Carrie, Mat Taylor, Linda Southworth-Stevens  **4. How will the Working Group operate?**  These terms of reference should cover information sharing, a risk assessment, relevant budgetary allocation etc.  193. Dog Fouling (Min 154)  The Clerk reported that there had been no response from Newport City Council.  ***The Council resolved to ask the Clerk to chase-up a reply.***  194. Law Commission Consultation on Planning Law Reforms (Min 160).  Councillor Southworth-Stevens told the Council that she is due to attend a Planning Aid Wales event in February which will look at the Law Commission’s key proposals.    195. Newport City Council - Rights of Way Improvement Plan Review (Min 162)  Councillor Taylor reported that the details of the review had not been included in the Marshfield Mail but it had been widely advertised by Newport City Council.    196. Community Speed Watch (Min 164)  Councillor Dawkes had recruited one further volunteer and the Clerk agreed to send him a summary of the details of volunteers now willing to participate in the operation of the scheme.  197. Speed Operated Sign A48 (Min 165)  The Clerk reported that the matter had been passed to Cardiff CC via their website contact area and an acknowledgement had been received.  198. Bus Timetables (Min 168)  The Clerk reported that Newport Bus had been contacted via their website contact area and had received an acknowledgement but no further response to date***.***  **FINANCIAL MATTERS**  199. Finance & General Purposes Committee  The minutes of the Committee meeting held on 11th December were approved and adopted by the Council.  ­­­­­­  200. Precept & Concurrent Functions 2018/19  Newport City Council wrote on 2nd January seeking the precept requirement to and to inform the Council that the concurrent functions allocation for 2018/19 will be £7244. The tax base for precept calculation will be 1535.40.  ***The Council referred to the budget agreed for 2018/19 to be notified to Newport CC and resolved to maintain the precept per property at £18 to raise a precept amount of £27637.20. The increased tax base will result in an additional income of £547.20, over the original budget, which will be allocated to the Community Wellbeing section of the budget.***  201. GMB Union – Welsh Ambulance Workers  The Branch Secretary of the GMB Welsh Ambulance Service union wrote in December to ask the Council to support ambulance staff working in our communities in three ways. 1) Making donations in support of The Ambulance Service Charity (TASC) which has been set up to support ambulance staff who find themselves in difficult situations in life due to the work that they do, 2) to put together some Christmas Hampers this year for all the ambulance staff who will be working over the Christmas and New Year, 3) ambulance service staff awards event.  ***The Council resolved to make a total donation of £75 to assist ambulance service staff in the three ways outlined and to give thoughts and thanks to ambulance service staff and volunteers in recognition of the marvellous work they do for our communities.***  202. Invoices  The Council agreed to the following requests for payment:   * Edmonds Tree Services – Work to Tree T1 Oak and T12 Poplar in Tree Report - £300 * Newport City Council – Village Hall grounds maintenance 1/10/17-31/12/17 - £910.66 * Roger Jones – Reimbursement of £17.66 for purchase of pipe from B&Q and a pipe cutter from Screwfix to be used in building allotment water station.   203. Cheques    101712 G Thomas – Salary December (net) 443.16  101713 HMRC – PAYE December 110.80  101714 G Thomas – Internet connection December 18.00  101715 Edmonds Tree Services – Tree maintenance (Min 202) 300.00  101716 Newport CC – Village Hall grounds maintenance (Min 202) 910.66  101717 R Jones – Reimbursement – Allotment - pipes & pipe cutter (Min 202) 17.66  101718 GMB Union – Welsh Ambulance Branch – Donation (Min 201) 75.00  **PLANNING MATTERS**  204. Planning Application Observations  The Council agreed to make the following observation to Newport City Council:  **MCC 861 -Conex 17/0918**  **PROPOSAL:** CHANGE OF USE OF GROUND FLOOR DOCTORS SURGERY TO ONE BEDROOM FLAT  **SITE:** 2 BAKERS COURT, MARSHFIELD, CARDIFF CF3 2UJ  **The Community Council did not wish to make any comments.**  **MCC 862 - Conex 17/1092**  **PROPOSAL:** CHANGE OF USE OF OFFICE IN ASSOCIATION WITH CAR SALES AREA (SUI GENERIS) TO CAFE(A3 USE)  **SITE:** HALFWAY GARAGE, CARDIFF ROAD, NEWPORT, NP10 8UF  **The Community Council considers that this location is unsuitable for a cafe and that the application should be refused for the following reasons: -**   * **The A48 is generally a busy road and is an extremely busy road at certain times of the day.** * **Many vehicles travel above the speed limit on this stretch of road.** * **The access to the garage is approximately a 90°angle off the A48. A vehicle turning into the garage causes the fast-moving traffic to slow down and change lanes. This would become more dangerous if the cafe attracted more customers.** * **The 2nd gateway is usually blocked by cars that are for sale. If this continued it could possibly mean that the increase in cars entering and leaving by the one entrance would cause additional congestion and danger on the A48.** * **The plans do not appear to support sufficient parking for customer use of the cafe.**   **MCC 863 - CONEX 17/1022**  **PROPOSAL:** ERECTION OF THREE BEDROOM DETACHED DWELLING (OUTLINE)  **SITE:** 2 THE HOLLIES, MARSHFIELD, CARDIFF, CF3 2UG  **The Community Council would request that the following comments be taken into consideration when assessing this planning application.**   * **The access to the Hollies is from a dead-end road that continues to an unmade single dirt track that then narrows into a very narrow unmade footpath from Pentwyn Terrace. The visibility and access are extremely poor and the surface in wet weather is extremely muddy. The narrow path is well used by local residents to reach the village hall. Additional traffic on this lane will acerbate this problem. Parking will also become an issue.** * **From Pentwyn Terrace Newport NCC has constructed a cycle path that cuts through a hedge on to the single lane dirt track. The poor visibility in the lane has resulted in several accidents involving pedestrian and cyclists. Luckily there have not been any serious injuries so far.** * **The cycle path access through the hedge has now been widened by vehicles including 4x4 vehicles using it as a short cut to access the St Mellons Road (this has previously been reported to Highways). Owing to the poor visibility this is particularly dangerous to both residents and public.** * **Around the Marshfield Area there are a number of old private wells that have been covered over. Information from long term residents has identified this as one such property. The Marshfield area suffers from excess surface water, the drains are not adequate and this gives rise to flooding in certain streets. Pentwyn Terrace is one of these streets and approximately twice a year houses will find flooding from the mains etc. in their houses and gardens.**   **CORRESPONDENCE**  205. Royal British Legion  The Secretary of the Marshfield and District Royal British Legion wrote on 24th December to thank the Council for the £100 donation to the Poppy Appeal and to say he was pleased to lay a wreath on behalf of the Community Council at the Remembrance Service.  206. Fly Tipping – St Mellons Road  Caroline Antoniou, for Marshfield Magpies, emailed on 6th January concerning fly tipping on St Mellons Road opposite where the lorries park, which is becoming an environmental hazard as more and more materials are being dumped in it. It is a real embarrassment. She has contacted Newport City Council and Keep Wales Tidy but has been told they cannot help as the land owner will be responsible. Ms Antoniou asked if the Community Council can help.  ***The Council resolved to assist where possible and asked Councillor Mark Dawkes to look in to the matter and assist Ms Antoniou.***  207. Litter – St Mellons Business Park  Caroline Antoniou for Marshfield Magpies emailed on 4th January as she is concerned about the amount of litter on the road leading to the Business Park partly caused by the lack of litter bins in the area. Ms Antoniou asked if St Mellons Community Council could be contacted to seek their support for action to improve the situation.  ***The Council resolved to support the request for improvements to litter services on St Mellons Business Park and asked the Clerk to contact Cardiff City Councillor Joel Williams with details of the matter.***  208. Lane Between Wellfield Road & Pentwyn Terrace  The Council received an email dated 4th January from a resident who is concerned about issues involving the lane. The lane has been included as part of Route 88 of the National Cycle Network and there are safety concerns about cyclists, and pedestrians. Fencing is broken down allowing off-road vehicles and motorcycles to use the lane causing a noise nuisance and a potential a danger to other people using the lane.  ***The Council resolved that Councillor Mark Dawkes should look into the matter and contact residents and organisations to seek solutions to the problems raised. The Clerk was asked to supply Councillor Dawkes with details of correspondence relating to this matter.***  209. Newport Citizens Panel Questionnaire  Wayne Tucker, Partnership Officer for One Newport, emailed on 4th January to ask if the Council had any questions to be included in the next survey. Councillor Linda Southworth-Stevens proposed that the Council offers the following question for inclusion in the questionnaire:  “Does Newport City Council have any thoughts or aims for making greater use of the river Usk running through Newport by raising the river's profile.  Incorporating its use both as a transport vehicle, river trips and tourist attraction to access local visitor attractions e.g.  Caerleon Roman remains."  ***The Council resolved to forward this question to One Newport***  **210. COMMUNICATION**  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. * Parking on Pedestrian Crossing. * Bus service update.   **ANY OTHER BUSINESS**  211. Flooding Marshfield Road/Church Lane Junction  Councillor Rigby told Members that the extensive flooding occurring at this junction makes Church Lane inaccessible to pedestrians.  ***The Council resolved to contact Newport CC Streetscene and the developers of recent housing at that location to seek action to repair the cause of the flooding.***  212. Drainage Ditches St Mellons Road  Councillor Rigby referred to the ditches behind the Village Hall playing fields and asked if the Community Council would consider paying towards the cost of maintenance if undertaken by Newport City Council or natural Resources Wales.  213. Facebook  Councillor Taylor told the Council that a member of public had complained to him about a recent post on his personal Facebook page.  214. Council Meeting Location  Councillor Southworth-Stevens said she is talking to Sarah Lyons of Castleton Village Hall about the possibility of rotating Community Council meetings between Marshfield Village Hall and Castleton Village Hall.  **Meeting ended 22:00** | **Action**  GT  HL  GT  CG  GT  GT  LS-S  GT  MD  GT  MD/GT  GT  GT |