

***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 8th May** commencing at **7:30p.m.**

## Yours sincerely

G C Thomas

Clerk

**AGENDA – ANNUAL MEETING**

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| **No.** | **Item** |
| **1** | **Apologies.** |
| **2** | **Declaration of Interests** |
| **3** | **To meet persons interested in filling the vacancies on the Council and to consider co-option to fill the vacancies.** |
| **4** | **Election of Officers:**   * 1. **Chairperson.**   2. **Vice-Chairperson.**   3. **Representative to fill the Council’s seat on the Village Hall Management Committee.**   4. **Representatives to One Voice Wales Newport/Monmouthshire Area Committee.**   5. **Representative to Newport CC Liaison Meeting.** |
| **5** | **a) Committee Membership, Chairperson & Terms of Reference:**  **i) Planning Committee**  **ii) Finance Committee**  **iii) Allotments:**  **a). Allotment Committee.**  **b) Church Lane Site Sub-Committee.**  **c) Marshfield Road Site Sub-Committee.**  **b) To consider other Council committees or working groups required to assist with the Council’s business.** |
| **6** | **To adopt the Model Financial Regulations updated January 2016, provided by One Voice Wales, using the stated EU procurement thresholds.** |
| **7** | **To confirm the Code of Conduct for Marshfield Community Council** |
| **8** | **To confirm the Council’s policy on IRPW recommendations** |
| **9** | |  | | --- | | **To consider the adoption of a social media policy template provided by One Voice Wales.** | |
| **10** | **To receive and approve the Statement of Accounts for 2017/18 (see attached report).** |

**AGENDA - MONTHLY COUNCIL MEETING**

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| **No.** | **Item** | **Time (mins)** |
| **1** | **Declaration of interests.** | 1 |
| **2** | **To confirm the minutes of the Council Meeting held on 10th April 2018 (attached).** | 2 |
| **3** | **Time allowed for members of public to speak (In line with Standing Order on Public Participation in Meetings).** | 15 |
| **4** | **Police Matters:**  **i) Crime Prevention Panel - Marshfield Ward;**  **ii) Community Speed Watch;**  **iii) Other police matters.** | 15 |
| **5** | ***Planning Matters***  **a) To approve and adopt the minutes of the Planning Committee held on 1st May 2018;**  **b) To consider a response to Newport CC for the following planning application:**  **MCC 870 – Conex 18/0343**  **PROPOSAL: GARAGE IN FRONT GARDEN**  **SITE: Meadowstone House, 29A, Marshfield Road, Cardiff, CF3 2UW**  **APPLICATION TYPE: Full**  **c) Other planning matters** | 10 |
| **6** | **Review of actions arising from the last Council meeting held on 10th April 2018.** | 15 |
| **7** | ***Financial Matters:***  **a) To receive a request from Marshfield Village Hall Management Committee for payment of £5000 from concurrent functions money to be used for maintenance and upkeep of the Hall;**  **b) To receive a request from Marshfield Events Committee for a donation of £1000 towards the 2018 village fete.**  **c) To consider the Council’s insurance policy renewal from 1st June 2018;**  **d) To agree on the appointment of RoSPA Play Safety to carry out the annual safety inspection on the Village Hall children’s play areas;**  **e) Benches & Litter Bins installation quotes for selection;**  **f) To receive details of the 2018-19 National Pay Award for Clerks;**  **g) To receive an update on 2018-19 budget and agree allocation of reserves.**  **h) Other financial matters.** | 30 |
| **8** | **Allotment Matters** | 10 |
| **9** | ***Correspondence:***  **a) To receive an update on the Bee Friendly Scheme and agree the next steps;**  **b) Other correspondence.** | 10 |
| **10** | ***Communication:***  **To agree items to be included in the monthly communication to residents in the Marshfield Mail and any posts required to Facebook and the Community Council website.** | 5 |
| **11** | **Any other business.** | 10 |
| **The next Council meeting will be held on Tuesday 12th June at Marshfield Village Hall.** | | |