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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 12th June 2018 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mr Mathew Taylor (Chairperson)  Mrs Linda Southworth-Stevens  Mrs Catherine Grady  Mr Mark Dawkes  Mr Ronald Carrie  Mrs Susan Davies    Apologies: Mr Mike Rigby (personal), City Councillors Richard White (meeting) & Tom Suller (holiday).  In attendance: 2 members of public, Leeanne Husselbee, Demand Reduction Officer Gwent Police, PC 1621 Bill, CSO Caroline Doidge, G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Annual Meeting held on 8th May were agreed to be a true record and signed by the Chairperson subject to Councillor Catherine Grady being removed from the list of those present.  The minutes of the monthly Council meeting held on 8th May were agreed to be a true record and signed by the Chairman subject to the following change to minute 21:  ***The Council resolved to seek a quotation from Newport City Council based on the recommendations received from Gavin Glover, Marshfield football and then take this to Marshfield Village Hall Management Committee for further discussion. ~~ask MVHMC to review the ground maintenance requirements and return to Council with proposals for discussion, including funding.~~***  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **32. DECLARATION OF INTERESTS**  No interests were declared.  **POLICE MATTERS**  33. Crime Prevention Panel  The Council welcomed Leeanne Husselbee who is responsible for Crime Prevention Panels in the Gwent police force area. Leeanne presented an outline of the arrangement and asked if the Council could assist in providing information to the community with a view to setting up a local Panel.  ***The Council resolved to let residents know about the scheme through the website and Facebook.***  34. Road Safety Marshfield Road.  The Chairman welcomed the police officers present and referred to correspondence received and verbal concerns about trap racing that occurred along Marshfield Road.  PC 1621 explained that the traps were probably en-route to an informal event and if any offence had been committed the police must be able to provide evidence. The details of what happened on Marshfield Road would raise concerns about anti-social behaviour and have general safety implications and if this is seen again residents should call 999 for an immediate police response and provide as much information as possible.  If someone has suspicions that this kind of event is likely to take place somewhere in the general area, but is not certain, please call 101 to pass on the information.  35. Break-Ins  CSO Doidge asked residents to be vigilant due to a spate of break-ins that had occurred recently.  36. Police Report  Councillor Taylor said the Vice-Chairman of Langstone Community Council had been in touch about receiving a standardised police report. CSO Doidge agreed that the Marshfield ward report can be shared with Langstone but pointed out that their production is dependent on police resources available within each ward.  37. A48 Traffic  Councillor Southworth-Stevens asked about the effect of the additional traffic on the A48 resulting from the new housing development at St Mellons. CSO Doidge said that she could speak to the speed camera officers who can arrange checks.  **39. VICE-CHAIRPERSON**  The Council considered the vacant office of Vice-Chairperson which was deferred at the annual meeting. Councillor Taylor proposed Councillor Grady to be Vice-Chairperson. There were no other nominations.  ***The Council resolved that Councillor Grady will be Vice-Chairperson.***  **PUBLIC PARTICIPATION**  40. Street Lighting  A member of public complained that the street lights outside her house were switched off early at night. The Chairman advised that she should contact Newport City Council who could rectify the problem.  41. Local Social Media  A resident referred to an incident that had been reported on a local social media and was subsequently deleted from the site. Some were unhappy about this.  The Chairman advised that the Community Council is not, in any way, affiliated to the social media site in question and has no control over its content.  **MATTERS ARISING FROM THE LAST MEEINGS**  42. Community Speed Watch (Min 6)  Councillor Dawkes told the Council that the scheme is making progress. The four Community Councillors who had volunteered had received training, but more people were needed to operate the local scheme. He is speaking to Wentloog Community Council about joint arrangements. Councillor Carrie suggested sharing volunteers to work outside their area.  43. Bus Services Update (Min 11)  The Council had received no reply to the letter sent to N.A.T Group.  Councillor Taylor told members that Councillor Richard White had been told in Newport City Council Cabinet that they have no intention to re-subsidise the bus service to Marshfield in any way. He had also expressed concerns about locally subsidising a bus service.  Councillor Dawkes suggested that a case should be formulated to be presented to Newport City Council nearer the time their next budget is being prepared. Councillor Southworth-Stevens felt a mini-bus service from Marshfield to St Mellons could assist with the transport problems.  44. Benches and Litter Bins (Min 17)  The Clerk reported that only one quote had been received for the job, to date.  ***The Council resolved that Councillor Taylor and Councillor Southworth-Stevens can consider the quote received and any alternatives and award the contract when it is felt to be appropriate to do so.***  45. Road Safety A48 (Min 25)  There had been no response from Jayne Bryant AM, to date.  46. Planters (Min 28)  Councillor Grady told the Council that she had spoken to Greenmoor Nurseries and L&R Landscapes and both were willing to continue to sponsor the planters.  It was noted that the Greenmoor Nurseries planters at Castleton A48, Y Maerun and St Mellons Road had been removed and that the L&R planters at Groes Corner and Castleton Village Hall were in place but not planted.  ***The Council asked Councillor Grady to contact the sponsors to find out the present position.***  47. A48/Marshfield Road Junction Grass (Min 29)  The Council was please to note that the grass was cut shortly after the Council meeting but felt that it should be cut more frequently to prevent visibility issues at this difficult junction.  **FINANCIAL MATTERS**  48. Payments & Receipts Update  The Clerk had circulated an updated report of payments and receipts together with a bank reconciliation. There were no questions arising from the report.  49. Internal Audit 2017/18  The Council received the report of the internal auditor dated 24th May 2018. The auditor reported that there were no areas requiring improvement and that the information in the Accounts represents a true and fair picture of the financial position of the Council as at 31st March 2018. The internal audit section of the Annual Return was completed and signed by the auditor.  50. Annual Return 2017/18 – Annual Governance Statement  The Clerk informed Members that the Annual Return was being prepared for return to BDO LLP who have been appointed by the Auditor General for Wales to act as the external auditor of the Council’s accounts. The Return includes an Annual Governance Statement which requires the Council to make assertions showing there is a sound system of internal control. The Annual Governance Statement had been circulated to Members prior to the meeting. Furthermore, the auditor had requested evidence to prove that some of the assertions were being carried out.  ***Members resolved to give a positive reply to all assertions and accepted the evidence provided by the Clerk to support the Statement. Members agreed to certify the Return and the Chairman and Clerk/Responsible Financial Officer signed the Annual Return for sending to BDO LLP.***  51. Invoices  The Council resolved to pay the following invoices:   * Caerphilly Skip Hire (CWS) Ltd £170 inc. VAT– Hire of skip for Church Lane allotment site – Reimbursement requested by Stephen Thornton who arranged and paid on behalf of the Allotment Committee. * Glasdon UK Ltd £105.44 inc. VAT – Purchase of replacement trimline litter bin for use in Village Hall grounds. * Wilko Cardiff £11.00 inc VAT – Purchase of drill bits, screws and cable ties to be used for fixing Council related signs – Reimbursement requested by Mark Dawkes who purchased the items on behalf of the Council.   52. Cheques    101747 G Thomas – Salary May (net) 452.00  101748 HMRC – PAYE May 113.00  101749 G Thomas – Internet connection reimbursement 18.00  101750 S Thornton – Reimb. Skip hire Church Lane allotment site (Min 51) 170.00  101751 Glasdon UK Ltd Trimline litter bin (Min 51) 105.44  101752 M Dawkes – Reimb. Sign fixings Wilko (Min 51) 11.00  **PLANNING MATTERS**  53. Planning Application Observations  **MCC 871 - Conex 18/0395**  **PROPOSAL**: DEMOLITION OF EXISTING SINGLE FAMILY HOUSE AND CONSTRUCTION OF NEW SINGLE FAMILY HOUSE  **SITE**: OAKLANDS, BAKERY LANE, CASTLETON, CARDIFF, CF3 2LF APPLICATION  **TYPE**: Full  ***The Council resolved to submit no observations on this application.***  54. Planning Appeal Hearing  NEWPORT CITY: TOWN AND COUNTRY PLANNING ACT 1990: PLANNING APPEAL  APPEAL SITE: Oakfield Farm, St Mellons Road, Marshfield, Newport, Gwent, CF3 2TX  APPEAL SUBJECT: RETENTION OF USE OF LAND AS ONE PLANET DEVELOPMENT COMPRISING 2NO. MOBILE RESIDENTIAL UNITS AND SOLAR ARRAY  APPELLANTS: Miss Hayley Thomas  PLANNING INSPECTORATE (PINS) REFERENCE: APP/G6935/A/18/3198894  The Council was informed that the appeal is to be determined by means of a public hearing held by a Planning Inspector which will take place on TUESDAY 3 JULY 2018 starting at 10.00 am. at the Civic Centre, Newport.  ***Members noted the details and that there had been no direct consultation to the original planning application*.**  **CORRESPONDENCE**  55. Merchant Navy Day  The Council was invited to fly the Red Ensign to celebrate Merchant Navy Day on 3rd September 2018.  ***Members resolved to include a virtual flag in its Facebook pages to show support for the event.***  56. Hawse Lane Rail Bridge  Members referred to information stating that the road is not yet open following work by Network Rail to the bridge. It is understood that a safety audit must be satisfactorily completed before Newport City Council will agree to take over the road affected by the works.  **57. COMMUNICATION**  The Council agreed to include information in the Marshfield Mail and the Council’s website on the following matters:   * Crime prevention * House security * Fete * Pony & trap racing * Fly tipping   **ANY OTHER BUSINESS**  58. Notice Board  Councillor Davies asked if a notice concerning an event involving her neighbour could be placed in the Council’s notice boards.  ***The Council resolved to agree with this request.***  59. Village Fete Volunteers  Councillor Taylor asked if Members could try to assist with the village fete for some time during the day.  60. GAVO Awards  Councillor Grady proposed that the Events Committee should be recommended for an award.  ***The Council resolved to nominate the Events Committee for the appropriate award category.***  **Meeting ended 21:50** | **Actions**  **MT/CG**  **MT/LS-S**  **CG**  **GT**  **CG**  **CG** |