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| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the Monthly Council meeting held on 11th September 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  Apologies: Mr Mike Rigby (family), Mrs Susan Davies (ill), City Councillors Richard White & Tom Suller (meeting)In attendance: 2 members of public, CSO’s Caroline Doidge and Mike Ashford (Gwent Police, G C Thomas (Clerk)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_The minutes of the Council Meeting held on 10th July 2018 were agreed to be a true record and signed by the Chairperson.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**90. DECLARATION OF INTERESTS**No interests were declared.**91. Richard Dean**The Council was saddened to learn of the sudden death of Councillor Richard Dene, Chairman of Wentloog Community Council, and wished to register its condolences to his family and colleagues.**POLICE MATTERS**92. Police ReportCSO Doidge went through the September report which had been circulated to Members and gave further updates. The statistic for transport related incidents includes areas adjacent to the Marshfield ward due to the way these are reported. The number of CSO’s attached to the local station have been halved but Neighbourhood Officers have doubled.93. Pedestrian Crossing Marshfield RoadIssues were raised concerning vehicles parked on the zig-zag lines for the crossing. Measures to discourage this practice were discussed including police issuing tickets. Councillor Dawkes made the point that the crossing could be moved to create safe parking places near the shop including a disabled parking bay.94. Anti-Social Behaviour in VehiclesThe Council heard of items being thrown at pedestrians from a passing vehicle and vulnerable people being approached by the occupants of a vehicle. CSO Doidge asked if witnesses could contact the police with information such as vehicle registration.**PUBLIC PARTICIPTION**95. Speed of Traffic – Ty Mawr LaneA member of public raised concerns about the speed of some traffic travelling along Ty Mawr Lane. It was noted that delivery vehicle drivers appeared to be the main culprits. The lane has a national speed limit (60mph) but drivers were expected to drive slow enough to ensure they have due care and attention.The Council accepted the dangers caused by speed but saw that remedies were restricted when the speed limit was set at 60 mph.***The Council resolved to write to delivery companies in the area to request that drivers are mindful of the dangers existing on this type of road in the area that require a reasonable speed to ensure due care and attention.***96. Traffic Lights Wellfield RoadComplaints were raised about some drivers who were disregarding the traffic lights connected to the road works on Wellfield Road.**MATTERS ARISING FROM THE LAST MEETING**97. Fly Tipping Witness (Min 66)A reply from the Police informed the Council that fly-tipping is solely a matter that lies with Newport City Council, as it is an arm of littering.Newport City Council informed the Council that to take a fly tipping case forward they would require the witness to complete a section 9 witness statement detailing what was witnessed. If the matter is taken to court the witness may be required to attend court but will be supported by the Council98. A48 Road Safety (Min 67) The Council was informed that City Councillor Richard White had raised the issue about the inadequacies of the footbridge over the A48 at Castleton with Newport City Council and the matter will be investigated.A reply to the Council’s letter from Newport City Council highways section sated that suggestions to improve safety are always given thorough consideration but budget constraints have a profound impact on what the Council can deliver. Previous conclusions showed that large scale schemes were needed to have any discernible impact upon reducing risk. Including signalisation of the junction of Marshfield Road or single lane dualling of the A48 through Castleton to constrain traffic speed to a lower limit. None of these could be justified given the collision record of the A48 and the considerable costs involved. The latest route analysis data and collision cluster site information will be available in the coming months and will be examined to consider if any patterns exist requiring interventions. This information will be shared with the Community Council when it has been examined in detail.A reply from the ‘Go Safe’ Safety Camera Enforcement Unit informed the Council about existing enforcement sites which are reviewed on an annual basis in a meeting between Newport City Council, ‘Go Safe’ and Gwent Police. Since the last review there have been two personal injury collisions and one fatal collision, but none were speed related. The new east bound site suggested by the Community Council has been assessed as unsuitable and there are already a number of locations near the suggested west bound site.The Community Council’s letters to St Mellons Hotel and St Mellons Golf Club brought a positive response but showed that there is existing signage advising drivers not to turn right out of the entrance. Councillor Grady said she had recently witnessed a taxi full of passengers ignore this advice and turn right from the entrance.A reply from Jayne Bryant AM. stated she had made enquiries with Welsh Government and had been told that as it is a local road, any survey or improvements would have to be undertaken by the Local Authority. The Head of Streetscene for Newport City Council has been contacted to ask if anything can be done ant the Community Council will be informed as soon as a reply is received. 99. Crime Prevention Panel (Min 73)The Council was informed that two members of public had come forward but, to date, it was understood that neither had the panel.100. Village Fete Accident (Min 83)The Village Hall Management Committee are dealing with this matter.**101. INSTALLATION OF BINS AND BENCHES**Councillor Taylor informed the Council that although J D Landscapes had been awarded the contract to install the litter bins and benches they not started the work or been in touch and had now exceeded the completion date which was a condition of the contract.***The Council resolved to rescind the contract with J D Landscapes and seek other contractors to carry out the work.***Councillor Taylor had received an expression of interest from L& R Landscapes to submit a quote.***The Council resolved to provide L & R Landscapes with a copy of the schedule of works to provide a quote. This should be considered by Councillor Taylor and Councillor Southworth-Stevens who can appoint the company if the quote is satisfactory***. **FINANCIAL MATTERS**102. Payments & Receipts UpdateThe Clerk had circulated a copy of the updated payments and receipts schedule for 2018/19 with a bank reconciliation. There were no questions arising from this.103. Finance & General Purposes CommitteeThe minutes of the Finance & General Purposes Committee held on 2nd September were approved and the recommendations were adopted by the Council.104. Request from Marshfield Primary School for a Donation Towards Smart BoardsThe Council received a letter from Marshfield Primary School providing information abut the benefits of replacing their 10-year-old smart board technology and explaining the funding arrangements of the project.***Councillor Carrie proposed that the Council donates £2000 which is sufficient to purchase one Iiyama Prolite 65” 4K Interactive Screen with full installation.******Following discussion, the Council resolved, by majority, to agree to the proposal.***105. Request from Gateway Christian Centre for a Donation Towards a DefibrillatorCastleton Baptist Church wrote on 3rd September outlining a plan to install a defibrillator at the Gateway Christian Centre, St Mellons Road, Marshfield at a cost of £1500 and asked the Council for a donation towards the cost.***Councillor Grady proposed a donation of £500. The Council resolved to donate £500 on condition that the defibrillator can be accessed from outside the building by anyone in need of the facility. Members also offered to provide advice, if required, based on experience from the Village Hall installation.***106. Village Hall Grounds MaintenanceCouncillor Taylor agreed to bring this matter up at the next Village Hall Management Committee when he will suggest a joint meeting between the football club and the VHMC to examine and review the ground maintenance requirements of the grounds.107. Village Hall Events Committee Request for a Donation Towards Fireworks Event.The Events Committee emailed the Council on 9th September asking for sponsorship in the region of £2000 towards the cost of the fireworks display. Any monies raised will be donated to the Village Hall towards its ongoing maintenance programme.***Councillor Taylor proposed a donation of £2000. The Council resolved to agree to the proposal but to inform the Events Committee that this payment exhausted the budget allocated to cover Events Team requests***.108. InvoicesThe Council agreed to pay the following invoices:* Newport City Council – Rent for allotment site 1/8/18 to 31/7/19 £105.00
* Castleton Turf & Soil Supp Ltd – 25kg Weed killer for use on allotments £187.20
* RoSPA Playsafety Ltd – Annual safety inspection for Village Hall play areas and multi-use games area. £168.00
* S. Thornton – Reimbursement for hire of scrub cutter from Wentworth Trade Park and petrol for use to clear allotments - £67.10m
* J Best t/a Mr Wasp – Removal of wasp nest from compost bin in allotment site - £68.00
* Keep Wales Tidy - Insurance for litter pick event arranged by Magpies - £71.00
* G Thomas – Reimbursement for payment to 123 Reg for Council’s website domain for 3 years - £57.56
* S. Thornton – Reimbursement for hire of scrub cutter from Wentworth Trade Park for use to clear allotments - £62.04 and purchase of padlock and 13 keys for Church Lane allotment gate - £131.60

109. IncomeNewport City Council – 2nd precept instalment - £9212.40110. Cheques101764 G Thomas – Salary August (net) 452.00101765 HMRC – PAYE August 113.00 101766 G Thomas – Internet connection reimbursement August 18.00101767 Newport C C – Allotment site rent (Min 108) 105.00 101768 Castleton Turf & Soil – Weed killer for allotments (Min 108) 187.80 101769 Playsafety Ltd – Play area & Muga safety checks (Min 108) 168.00 101770 J Mills – Allotment gate & key deposit refund 50.00 101771 S Thornton – Reimb. Allotment lock & keys + scrub cutter hire (Min 108) 208.82 101772 J Best - t/a Mr Wasp - Allotment wasp removal (Min108) 68.00101773 Keep Wales Tidy – Litter pick insurance for Magpies (Min 108) 71.50 101774 G Thomas – Reimb. for 123 Reg website domain renewal (Min 108) 57.56101775 S Thornton – Reimb. Scrub cutter hire (Min108) 67.10 101776 Marshfield Primary School – Smart board donation (Min 104) 2000.00 101777 Castleton Baptist Church – Gateway defibrillator donation (Min 105) 500.00 101778 Marshfield VHM Cttee – Events Team donation – Fireworks (Min 107) 2000.00 **111. ANNUAL SAFETY INSPECTION**The Clerk had circulated the report resulting from the annual safety inspection carried out by RoSPA, Playsafety Ltd to the two children’s play areas at the front of the Village Hall and the multi-use games area behind the Hall. The report listed a number of minor, low risk issues with surfaces and paint condition and a medium risk missing bolt in the muga.The Council resolved that Members would investigate the missing bolt, but the other low risk matters would be held back until the outcome of the community project consultation had been decided.**112. PLANNING MATTERS****a) The Council approved and adopted the observations sent to Newport City Council for the following planning applications:****MCC 874 – Conex 18/0690 - TPO****Proposal: Works to trees including trimming, removal of dead wood, removing limbs and felling. Protected by TPO No.4 of 1984****Site: Craig Yr Haul, Newport Road, Cardiff**No observations required.**MCC 875 – Conex 18/0646 - Full****Proposal: Demolition of attached single storey structure and construction of two storey side extension, single storey rear extension and roof connecting existing shed.****Site: 113 Mallards Reach, Marshfield, CF3 2NL**The Community Council does not wish to make any comments.**MCC 876 – Conex 18/0727 - TPO****Proposal: Coppice of oak tree T1 protected by Tree Preservation Order 6/86****Site: 52 Oakfields, Marshfield, CF3 2EZ**No observations required.**MCC 877 – Conex 18/0754 - TPO****Proposal: Crown Reduction of oak tree (T6) protected by 2/2000****Site: 185 Mallards Reach, Marshfield, CF3 2NL**No observations required.**MCC 878 – Conex 18/0716 – Full****Proposal: First floor side extension.****Site: 3 Old Green Court, Marshfield, CF3 2UE**The Community Council does not wish to make any comments.**MCC 879 – Conex 18/0773 -TPO****Proposal: Crown reduction of 2 no. oak trees (T3 and T5) protected by TPO 2/2000** **Site: 183 Mallards Reach, Marshfield, CF3 2NL**No observations required.**MCC 880 – Conex 18/0762 - Full****Proposal: Erection of single storey side extension and rear extension.****Site: 115 Mallards Reach, Marshfield, CF3 2NL**The Community Council does not wish to make any comments.**b) The Council agreed to make the following observations:****MCC 881 – Conex 18/0824 – Full****Proposal: Construction of single storey garage side extension.****Site: The Barn, Walk Farm Drive, Castleton, CF3 2UY**The Community Council does not wish to make any comments.**MCC 882 – Conex 18/0782 - Full****Proposal: 4 No. Velux windows for new loft conversion.****Site: South View, Wellfield Road, CF3 2UB**The Community Council does not wish to make any comments.**MCC 883 – Conex 18/0768 - Outline****Proposal: Outline application for 1No. dwelling within the garden of 62 Marshfield Road (all matters reserved).****Site: Willow View, 62 Marshfield Road, CF3 2UW*** The front garden of No 62 is above road level and may cause a lack of privacy to Nos1and 2 Acorn Place.
* The access lane to No.62 does not appear (from previous applications) to be owned by No 62, there is only a right of passage. Any new development may not obtain access via the lane from the owners of the lane.
* Additional traffic entering or exiting this lane will exacerbate an already dangerous entrance point onto the Marshfield Road, and cause further congestion within the narrow lane.
* An entrance made directly onto the main Marshfield Road from the grounds would be highly dangerous. There are two bends in close proximity, these cause visibility problems that are exacerbated by the speed of the travelling traffic, school parking obstructions and the close proximity of the entrance to Acorn Place.
* Marshfield’s drainage system is already under strain, and the relatively new build at Acorn place experiences problems. Any additional build will exacerbate this problem.
* Large heavy construction vehicles and supply lorries parking on this stretch of Marshfield Road will cause severe and dangerous traffic congestion, particularly during the school run and school bus times.

**113. ALLOTMENT MATTERS**Councillor Taylor informed the Council that an Allotment Committee is planned for 2nd October 2018**114. MEASURES TO DETER FLY TIPPING**The Council discussed the measures that could deter fly tipping in the area. It was seen that the signs installed at the location of recent fly tipping on St Mellons Road were having some effect and were felt to be a deterrent. CCTV was also seen as an option but there were huge concerns about managing this .***The Council resolved to invite Natural Resources Wales to a Council meeting to discuss measures to deter fly tipping in the local area*****115. COMMUNITY PROJECT**Councillor Taylor told the Council that some really good ideas had been received following the consultation via social media.***The Council resolved to collect and collate all suggestions to bring to the next Council meeting for a shortlist to be decided.*****116. CHRISTMAS DECORATIONS**Councillor Taylor suggested the Council investigates providing two Christmas trees, at Castleton Village Hall and on land belonging to Newport City Homes opposite the Marshfield Road shop or possibly on trees on Groes Corner, Marshfield Road and offered to contact L & R Landscapes about the supply and installation of trees and lights.The Council agreed with this offer and asked Councillor Taylor to come back with more information.**CORRESPONDENCE**117. Grass CuttingCouncillor Grady reported a complaint received via Facebook about the length of grass around the Marshfield Road/A48 junction which is obscuring visibilityThe Council resolved to contact Newport City Council to ask for the grass to be cut.118. Overgrown FoliageCouncillor Grady drew the Council’s attention to signs on the east bound carriageway of the A48 just before the Newport boundary. The signs are completely obscured by overgrown foliage and fail to inform drivers.The Council resolved to contact Cardiff City Council to ask for the foliage to be cut back.**119. COMMUNICATION**The Council agreed to include information in the Marshfield Mail and the Council’s website on the following matters:* Council vacancies
* Community project
* Fly tipping
* Hawse Lane bridge update
* Zig-zag lines outside Marshfield Road shop
* Community Speed Watch
* Crime Prevention Panel

**ANY OTHER BUSINESS****120. Notice of Resignation**Councillor Taylor gave notice to the Council that he will be resigning from the Council on 8th October 2018. He felt this was appropriate as he is moving out of the area.**121. Training**Councillor Dawkes told the Council about GDPR training at Bedwas on 18th September in case someone is able to attend.**122. Quorum**Councillor Grady asked about the quorum for full Council meetings. The Clerk told Members that the quorum is one third of Councillors or three whichever is the greater number. In this case, the quorum for eleven seats is four.**Meeting ended 22:15** | **Actions****GT****GT****GT****MT/LS-S** |