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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 11th June 2019 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mrs Catherine Grady (Chairman)  Mrs Linda Southworth-Stevens  Mr Ronald Carrie  Mr Mark Dawkes  Mrs Rachel Johnson-Poulsen    Apologies: Councillor Ross Maidment (work) Councillor Susan Davies (family), City Councillors Richard White & Tom Suller (Meeting)  In attendance: 2 members of public, Mrs Jayne Constance (Marshfield JYFC), PS Roland Giles (Gwent Police), G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the Annual Meeting and the monthly Council Meeting held on 14th May 2019 were agreed to be a true record and signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **22. DECLARATION OF INTERESTS**  No interests were declared.  **23. VILLAGE PLANTERS**  Councillor Dawkes had been asked by the Council to obtain information from a number of suppliers of plant containers suitable for siting on public areas in the Council’s area and to consider permission for siting them. Councillor Dawkes recommended purchasing five planters for possible sites at A48 and the entrance to the village at Castleton, outside Castleton Village Hall, St Mellons Road and Groes Corner (village green). One could be sited opposite Marshfield Road post office if Castleton Village Hall site is not possible.  The Council considered the options for suppliers and Councillor Grady proposed the Council purchases five planters from Amberol Ltd which will include Marshfield Community Council name and delivery at a cost of £2501.60.  ***The Council unanimously agreed with this proposal and also agreed to purchase sufficient compost and flower plants to fill the planters.***  *(Councillor Dawkes left the meeting)*  **POLICE MATTERS**  24. Police Report  The Council noted the Marshfield Ward police report for May that had been circulated to Members.  PS Giles went through the report and added information about number plate theft, fly tipping and off-road motorbikes.  **PS Giles asked members of public to let the police know if dumped number plates are found.**  25. Police Matters  The Council discussed concerns about nitrous oxide capsules found in the area, speed cameras and parking at Castleton and Marshfield Road.  ***PS Giles noted the concerns and promised to provide details of ticketing for parking and mobile speed van visits***  PS Giles told the Council that he is expecting 8 new PCSO’s to work in the Newport West area.  **PUBLIC PARTICIPATION**  26. Tree Issues  A member of public was concerned about the safety of a tree at Cae Brandi which has rocked in high winds and environmental issues from the tree canopy of a sycamore tree in Pentwyn Terrace.  ***The Council agreed to contact Newport City Homes to ask for the trees to be inspected and any necessary remedial work undertaken.***  27. Car Dismantlers - Ty Mawr Road  A member of public was concerned about activities occurring outside normal business hours and possible further development without planning permission.  ***The Council noted that Newport City Council was aware of the matter which should be investigated.***  **VILLAGE HALL GROUNDS MAINTENANCE**  28. Football Pitch Maintenance  Mrs Jayne Constance provided a schedule showing details of the ground maintenance of the main football pitch requested by the new football club user group. The request proposed a significant increase in the number of visits by a contractor. The group had voluntarily carried out some work to flatten the pitch and improve the goal areas.  ***It was agreed that Ms Constance should go back to the football club to review the amount of additional work requested before a decision on the Council’s contribution to Village Hall grounds maintenance costs.***  29. Village Hall Trees  Ms Joanne McBride had emailed to ask about cutting back trees near the Village Hall entrance path and broken planter barrels.  ***The Council asked that the VHMC seek costings for the work required and return to the Council with this information.***  **MATTERS ARISING FROM THE LAST MEETING**  30. Missing Metal Covers (Min 4)  The Highways Inspector for Newport City Council had checked adopted highway on Pentwyn Terrace and found one fault which was passed to Street Works department for further action. She was unable to locate a fault on the A48 verge Castleton and asked for more location details.  Concerns were raised about temporary covers fitted to the new railway bridge at Heol Las which are ill fitting and collapsed in some places.  ***The Council agreed to inform Newport City Council about these issues for them to contact Network Rail.***  31. Marshfield Village Hall Grant (Min 8)  The Clerk informed the Council that a Finance & General Purposes Committee meeting has been arranged for 4th July at Y Maerun Events Room commencing at 7:00 p.m. Members of the VHMC were expected to attend.  32. Marshfield Junior Youth football Club Request for a Donation (Min 10)  Mrs Jayne Constance clarified that the football club required 12 sets of portable goal posts (two per match) rather than the six she had mentioned. The costings given at the last meeting were correctly based on 12 sets.  ***The Council agreed that the MJYFC could order the items in the name of Marshfield Community Council and invoices to be sent to the Clerk.***  33. Castleton Baptist Church Graveyard Maintenance (Min 12)  The Secretary of the Church wrote on 21 May to thank the Council for its donation.  34. Village Planters (Min 15)  Councillor Rachel Johnson-Poulsen agreed to provide location descriptions for the planters to be sited on Newport City Council highways or Newport City Homes land for the Council to seek permission to site planters.  35. Civil Enforcement of Prohibition and Restriction of Waiting and Loading On Street Traffic Orders, and Civil Enforcement and Consolidation of Off Street Traffic Orders (Min 18)  Newport CC replied to the Council’s comments stating it had not been possible to make the maps available online but they are available at the Civic Centre.  36. Cae Brandi Bench (Min 21)  Councillor Southworth-Stevens had received information and is looking into the matter  **FINANCIAL MATTERS**  37. Annual Return – Audit  The Clerk provided details of the Annual Return for year ending 31 March 2019. The return was to be completed and returned to BDO LLP for auditing on behalf of Wales Audit Office.  The Council considered the points included in the Annual Governance Statement parts 1 & 2 and was able to agree with all accounting statements. The Clerk had provided evidence to support the statements in part 2.  ***The Council approved and certified the Annual return which was signed by the Clerk/RFO and the Chairman ready for sending to BDO LLP.***  38. Invoices  Councillor Carrie asked for reimbursement of £4.00 for compost purchased from Asda for village planters.  ***Members agreed to reimburse this amount.***  39. Cheque  101843 G Thomas – Salary May (net) 551.00  101844 HMRC – PAYE February May 137.60  101845 G Thomas – Internet connection reimbursement May 18.00  101846 Zurich Insurance – Council’s insurance policy (Min 11) (Replacement) 1540.80  101847 R Carrie – Reimb. for Compost for planters (Min 12) 4.00    **40. COMMUNITY PROJECTS**  The Council received further information on project suggestion 10.  **1. Fitness Equipment at Marshfield Village Hall near the multi-use games area** - Councillor Sue Davies.  **2. Removed.**  **3. Improvements to existing children’s play areas** – Councillor Grady provided information on some apparatus investigated.  **4. Providing a meeting shelter for young people** – Councillor Sue Davies.  **5. Improving junior football pitches at Marshfield Village Hall** – Councillor Rachel Johnson-Poulsen to take to the VHMC for discussion. May 2019 -*The agreement to donate up to £1500 to MJYFC for football posts and nets was regarded as fulfilling this project suggestion.*  .  **6. Provide additional bench seats at various locations** - Councillor Rachel-Johnson-Poulsen to survey sites at Castleton Village Hall, Mallards Reach/Meadows, outside St Mary’s Church. Clerk to provide prices of benches installed in village hall grounds to Councillor Southworth-Stevens and Councillor Dawkes.  *Councillor Johnson-Poulsen had provided photographs of possible sites and Councillor Southworth-Stevens had met officers of Newport City Council on sites at Marshfield Road and near St Mary’s Church. May 2019 – Councillor Southworth-Stevens had made progress with NCC to find suitable sites and reported that NCC Estates office are looking at land ownership for one location.*  **7. Removed.**  **8. Provide a bus shelter outside the St Mellons Hotel on the A48** – Councillor Grady had obtained prices from a supplier and will survey the proposed location.  *Councillor Grady gave more information and initial indications were that the space available on the footpath would not be large enough for a shelter.*  **9. Creating a circuit for local events such as a park run or walk open for local residents**. - Councillor Dawkes.  *Councillor Dawkes indicated that the circuit could be created by installing signage to direct participants.*  **10. Providing a Net Bike service to Marshfield village**,  Councillor Johnson-Poulsen proposed that following extensive research including recent reviews in the press the Net Bike project option would not be viable due to financial risk and insurance implications from replacement etc.  ***The Council agreed to accept this proposal and remove the Net Bike suggestion from the list of possible community projects. The Council still wished to pursue the installation of a bike storage rack at the A48 Castleton for privately owned bicycles to be store.***  **41. PLANNING MATTERS**  ***(i) The Council approved and adopted the observations sent to Newport City Council for the following planning applications:***  MCC 904  Conex 19/0502  Full (Major)  PROPOSAL: Erection of 2 No. buildings associated with the recycling plant.  SITE: Barns at Ty Mawr Farm, Lighthouse Road, Newport.  **The Community Council does not wish to make any comments**.  MCC 905  Conex 19/0545  Tree Preservation Order  PROPOSAL: Felling ash and crown reduction of maple protected by TPO 08/2002  Site: 2 Cambrian Grove, Marshfield, CF3 2US  **The Community Council does not wish to make any comments.**  ***(ii) The* Council agreed the observations to be sent to Newport City Council for the following application:**  MCC 906  Conex 19/0339  Full  PROPOSAL: Conversion of integral garage and insertion of French doors to south side elevation.  SITE: 64A Marshfield Road, Marshfield, CF3 2UW  ***This property shares a common drive with two other properties. There is no on street parking, both sides of the road outside these properties has double yellow lines.***  **ALLOTMENT COMMITTEE**  42. Church Lane Working Group  The Council received a request from Mr Steve Thornton, lead member of the Church Lane Working Group, for agreement to spend on items to create a water collection/storage for the site.  Mr Thornton had received three quotes for supplying 10 No. water tanks and estimated a further cost of £250 to build a water station.  ***The Council noted the amounts remaining in the Church Lane site budget and agreed to purchase 10 water tanks from Castleton Turf & Soil Ltd at a total cost of £550 + VAT and £80 delivery. The Council also agreed with spending on ancillary items required in the construction of the water station, within budget.***  43. Allotment Committee Meeting  The Clerk advised that, following the resignation of Councillor Mike Rigby, there was no designated chairman and Members needed to organise an Allotment Committee meeting. The Clerk reminded Members that the Committee must have at least one Councillor present in order to make valid decisions but any Committee member, including co-opted members, can be elected as chairman.  ***Councillor Grady agreed to organise an Allotment Committee meeting.***  44. Mr Gary Blythe  The Council was saddened to learn that Mr Blythe had passed away and Members wished to send their condolences to his family. The Council was grateful for the leadership Mr Blythe has given to the Allotment Committee, particularly during his time as Chairman.  **45. CORRESPONDENCE**  There was no correspondence.  **46. COMMUNICATION**  The Council agreed to include the following matters in the Marshfield Mail and Community Council website:  Fly tipping  Planters  **ANY OTHER BUSINESS**  47. Wentloog Community Council  Councillor Southworth-Stevens had met the Chairman of Wentloog Community Council at a Living Levels meeting when they discussed policing issues in St Brides and Peterstone  Mr Miles had connections with the Police & Crime Commissioner and has meetings with the police.  Councillor Southworth-Stevens suggested that Marshfield Community Council is included in these meetings.  48. Marshfield Ward  Councillor Southworth-Stevens referred to the proposed changes to the City Council Marshfield Ward.  **Meeting ended 22:50** | **Actions**  **MD**  **RG**  **GT**  **JC**  **JC**  **GT**  **JC**  **RJ-P**  **GT**  **LS-S**  **GT/ST**  **CG** |
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