|  |  |
| --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Monthly Council meeting held on 10th September 2019 at Marshfield Village Hall, Wellfield Road, Marshfield, commencing at 7:30 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mrs Catherine Grady (Chairman)  Mr Ronald Carrie  Mr Mark Dawkes  Mrs Rachel Johnson-Poulsen  Mrs Susan Davies  Mrs Linda Southworth-Stevens  Fr Ross Maidment    Apologies: City Councillors Richard White and Tom Suller, PC Valentine Bryan, PCSO’s Clare Montgomery-Brown & Caroline Doidge (Gwent Police)  In attendance: 1 member of public, Mrs Jayne Constance (Marshfield Village Hall Management Committee/Marshfield JYFC), Mr Andrew Higgs (Marshfield Football Club), Mrs L. Lane (Marshfield Primary School), G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the monthly Council Meeting held on 9th July 2019 were agreed to be a true record and signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **72. DECLARATION OF INTERESTS**  Councillor Maidment declared an interest in Marshfield Primary School as a school governor and in St Mary’s Church and as the applicant for a donation towards forming a Community Choir.  **73. POLICE MATTERS**  The Council referred to the police report for August 2019. It was noted that the report for the Marshfield Mail was missing.  **PUBLIC PARTICIPATION**  74. Car Dismantlers – Ty Mawr Road  A member of public suspected that the business was operating with a number of vehicles over the maximum set in planning permission.  **The Council agreed to make enquiries with Newport CC Planning Section**.  75. Fly Tipping  A member of public referred to the voluntary work being done by Councillor Brian Miles of Wentloog Community Council with the Living Levels Project. This included surveying areas such as Ty Mawr lane and Hawse Lane, when eight instances of fly tipping were recorded. It was suggested that Marshfield CC could liaise with Councillor Miles on matters relating to fly tipping.  Councillor Southworth-Stevens explained the procedure followed with Pam Jordan of Natural Resources Wales and the Facebook area that allowed photographs to be placed.  The Council asked Councillor Southworth-Stevens to obtain an update on fly tipping enforcement when evidence was supplied.  The Council was reminded that a litter pick arranged by Magpies ( Caroline Antoniou) could be advertised on the Council’s Facebook page.  **MATTERS ARISING FROM THE LAST MEETING**  76. Bus Service (Min 50)  The Community Council received a response from Newport City Council dated 3rd September. The response informed the Council that a survey of residents was carried out asking what services they would use if they were there and, unfortunately, even though over 300 people took part in the survey numbers that would use the bus on a regular basis to make a service viable were low. For some people the bus service was important so Newport CC looked at what could be done to see if any of the main destinations could be incorporated into the demand responsive service. The response informed the Community Council that most bus services within the City of Newport are run on a commercial basis by local bus companies which they have no say in the frequency or what routes that they run. The small amount they have for bus subsidies has been significantly reduced due to wider funding reductions in the Council’s budget. They have not had any increase in subsidy from the Welsh Government - the £25m budget has been static since 2012. Newport City Council hold no statutory duty to subsidise public transport. Newport City Council offered to provide any further information on the demand responsive service and to receive any thoughts on how this service could be improved.  77. Police Report (Min 56)  PC Valentine Bryan emailed on 10th September stating he had made enquiries as to why a truer picture cannot be presented in relation to the relevant areas and had been told that data base from which this information is gathered works off the boundaries that had been created within Gwent Police for the wards, and for Marshfield that includes the coast road and Cardiff Road. He will make some further enquiries to see if these boundaries could be made smaller or if the data collated could be made to reflect more closely within a community.  78. Direction Sign on Marshfield Road, Groes Corner (Min 69)  Newport City Council, City Services replied stating that the enquiry had been forwarded to the relevant officer and had been added to the workload program to investigate when resources and priorities permit. The Clerk advised Newport CC that volunteers could be willing to undertake repainting work but would require permission to do this. The matter will receive further attention when the officer returns from annual leave.  **79. ANNUAL SAFETY INSPECTION REPORT – CHILDREN’S PLAY AREA & MUGA**  RoSPA Playsafety Ltd had carried out an annual safety check on the junior play area and the toddler’s play area at the front of Marshfield Village Hall and on the multi-use games area at the rear of the Marshfield Village Hall. The reports were circulated to Council Members who noted that no urgent repairs had been identified but several low risk issues were recorded.  ***The Council agreed that Councillor Mark Dawkes and Councillor Linda Southworth-Stevens would look at the report and prioritise the work recommended. The Clerk should seek estimates of the cost of each item requiring action and the Finance & General Purposes Committee should recommend which work can be ordered during the 2019/20 financial year.***  **80. UPDATE ON MEETING WITH NEWPORT CITY COUNCIL – S106 FUNDS FOR LEISURE**  Councillor Southworth-Stevens told the Council that representatives of the Community Council had met with Jennie Judd, Parks & Outdoor Recreation Manager for Newport City Council. Members were informed that around £20,000 of Section 106 funding can be spent within Marshfield for formal leisure provision and Miss Judd wished to discuss what leisure needs there are within Marshfield. Newport City Council will hold the purse strings for any projects undertaken and will appoint contractors and supervise the work.  ***The Council agreed to look at the existing list of possible community projects and specify which could be classed as suitable for this type of funding.***  **81. COMMUNITY PROJECTS UPDATE**    The Council confirmed the existing list of possible community projects:  --------------------------------------------------------------------  **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 –  *£1412.84 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. Newport CC has been contacted with a request to reinstate the bus shelter and to cut back undergrowth to make the bus stop visible.*  **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. Removed. (Provision of bicycle storage at the junction of Marshfield Road/A48 to remain)**  **11. Provision of new planters in Marshfield and Castleton –** Councillor Mark Dawkes. *(£2029 for the purchase of five planters plus ancillary costs was regarded as fulfilling this project suggestion).*  *----------------------------------------------------------------------------------*  The Council received a suggestion from Mrs Jayne Constance to undertake a project that would benefit 10/16-year-old residents. Examples put forward were a skate park or a youth club.  Reference was made to the skate park facility at Tredegar Park and Councillor Southworth-Stevens pointed out that the DRT bus service could improve access to Tredegar Park for residents.  ***The Council agreed to contact Newport Bus to ask if this stop could be added to the DRT scheduled stops***.  **82. VILLAGE HALL GROUNDS MAINTENANCE**  Mrs Jayne Constance had supplied schedules of work agreed by the Village Hall Management Committee to Grounds and Graves, TR33 Environments Ltd and Newport City Council. The first schedule listed the work currently carried out by Newport City Council and the second included further works that had been identified. The contractors had supplied quotes for the work listed on each schedule.  The Council examined the details provided and favoured the quote by Newport City Council.  ***It was agreed that further discussion was needed before further contracts were arranged.***  **FINANCIAL MATTERS**  83. Payments & Receipts Update  The Clerk had circulated an update of payments and receipts with a bank reconciliation. There were no questions relating to this.  84. Football Posts  The Chairman welcomed Mr Andrew Higgs of Marshfield Football Club. Mr Higgs explained that it had not been possible to safely carry out the earlier suggested repair to the posts due to their condition. Mr Higgs told the Council that the existing posts were unsafe and should be replaced. He offered for his company to fabricate new posts to fit the existing sleeves for a cost of £2000. Members discussed the details surrounding this issue.  ***The Council agreed that Councillor Southworth-Stevens should ask Newport City Council if they can replace the goal posts using S106 funds that had been offered. The matter can then be referred to the Finance & General Purposes Committee.***  ***In the meantime, the Council agreed to recommend to the Marshfield Village Hall Management Committee that the posts are urgently assessed or removed for health and safety purposes.***  85. Marshfield Primary School – Well Being Room  The Council received a request from Mrs Jayne Constance for a donation towards the creation of a well-being room within Marshfield Primary School which will provide a suitable place to support children who have personal emotional needs. Admiral Insurance had provided a £650 donation but a further £850 was needed to fund the project.  The Chairman welcomed Mrs L. Lane of Marshfield Primary School who, together with Mrs Constance, gave further details to the Council.  ***Councillor Davies proposed that the Council donates £850 towards this project. The proposal was seconded by Councillor Johnson-Poulsen and unanimously agreed by the Council.***  86. CCTV – Marshfield Road  The Chairman invited Cath Davis to provide an update on the matter. Details about the existing camera installed on the coast road in Wentloog were given including the involvement of Natural resources Wales. Caroline Antoniou is to contact Newport City Council to further the matter. Councillor Southworth-Stevens asked for more information about enforcement from evidence provided by the camera  ***The Council saw that further progress is required before there is sufficient information for the matter to be included in the agenda of a future meeting to decide on any Council involvement.***  87. Request for a Donation Towards St Mary’s Parish Church General Funds  *(Councillor Maidment declared an interest in the matter and, after providing further information to the Council, left the room and took no part in the decision)*  The Council received a request from St Mary’s Parish Church for a donation of £1000 to maintain the church and grounds. The Clerk had circulated to Members the NALC advice note LO1-18 Financial Assistance to The Church. This was taken into account in the following unanimous decision.  ***The Council agreed that in addition to being a place of worship St Mary’s provides a place where significant life events of the community can be held and has facilities at the heart of the village which can be accessed by residents regardless of spirituality or faith-adherence.***  ***Members agreed to donate £350 towards the general funds to maintain the church facilities.***  ***In addition, the Council was happy to match the graveyard maintenance donation already made to Castleton Baptist Church and agreed to donate a further £150 for that purpose.***  88. Request for a Donation towards forming a Community Choir  *(Councillor Maidment declared an interest in the matter and, after providing further information to the Council, left the room and took no part in the decision)*  A request was received on behalf of St Mary’s Church and The Gateway Christian Centre. The churches hoped to establish a Community Choir in the Spring of 2020 in partnership with other stakeholders in the village. It would not be a religious organisation but would offer a quality musical education for young people and adults at a subsidised cost and seek to bring together the whole of the community and, in time, offer events and concerts.  ***The Council agreed to defer any decision on this request.***  89. Trees Affected by Ash Die Back Disease  Mrs Jayne Constance wrote on behalf of Marshfield Village Hall Management Committee providing details of a survey carried out by Newport City Council’s Trees and Woodlands Officer which identified four ash trees in or near the Village Hall grounds that were suffering from die back disease.  Two trees were felt to be outside the responsibility of the Village Hall but another two needed MVHMC attention. One on the boundary with Wellfield House overhung the toddler’s play area was the most seriously affected and another between the two Village Hall playing fields, next to the football dug out, was not an immediate risk but required monitoring.  ***The Council agreed to write to the owner of Wellfield House to point out the safety issues, determine the responsibility for the tree and, if necessary, contribute towards the cost of any work that was necessary. There was no decision on the second tree between the two playing fields.***  90. Invoices  The Council agreed to pay the following invoices:   * RoSPA Playsafety Ltd – Annual Safety Inspection of Children’s Play areas and MUGA - £172.80 * Newport City Council – Allotment site rent - £105.00 * HAGS-SMP – Bolts to repair MUGA basketball hoops - £12.00 * S. Thornton – Reimb. for Screwfix items for water station Church Lane allotment site - £44.99 * Castleton Turf & Soil Ltd – Roof sheets & timber for water station at Church Lane allotment site - £279.20   91. Receipts  Newport City Council 2019/20 precept – Final instalment - £15211.30  92. Cheques  101856 MJYFC – Goal posts and nets (Min 32) 1412.84  101857 G Thomas Clerk’s salary July (net) 551.00  101858 HMRC – PAYE July 137.60  101859 G Thomas – Internet connection reimbursement July 18.00  101860 G Thomas – Salary August (net) 550.80  101861 HMRC – PAYE August 137.80  101862 G Thomas – Internet connection reimbursement August 18.00  101863 Playsafety Ltd – Safety inspections (Min 90) 172.80  101864 Cancelled  101865 Newport CC – Allotment site rent (Min 89) 105.00  101866 HAGS-SMP Ltd – Bolts for basketball hoops (Min 90) 12.00  101867 S Thornton – Reimb. for Screwfix (Min 89) 44.99  101868 Castleton Turf & Soil Ltd – Church Lane allotment water station 279.20  101869 Marshfield Primary School donation (Min 85) 850.00  101870 St Mary’s Parish Church – Graveyard maintenance donation (Min 87) 150.00  101871 St Mary’s Parish Church – General funds donation (Min 87) 350.00    **93. PLANNING MATTERS**  The Council agreed to make the following comments to Newport City Council:  MCC 908  Conex 19/0764  PROPOSAL: Front & rear two storey extension, single storey extension, detached double garage to front and creation of second vehicle access.  SITE: Tawstock, 305 Marshfield Road, CF3 2UD  **The Community Council does not wish to make any comments.**  MCC 909  Conex 19/0787  PROPOSAL: Erection of single storey rear extension.  SITE: Moorfield, 78 St Mellons Road, Marshfield, CF3 2TX  **The Community Council does not wish to make any comments.**  MCC 910  Conex 19/0858  PROPOSAL: New front boundary wall to replace existing fencing.  SITE: Church Lodge, Church Lane, Marshfield, CF3 2UF  **The Community Council does not wish to make any comments.**  **ALLOTMENT COMMITTEE**  94. Allotment Committee Minutes  The minutes of the Allotment Committee held on 13th August 2019 were approved and adopted by the Council.  95. Allotment Rent  The Allotment Committee had stated it was agreeable to the price per unit (formerly perch) being increased by 50 pence.  **The Council discussed this recommendation and agreed that the price per unit would rise from £2.50 to £3.00 from 1st January 2020. Other charges and concessions would remain the same.**  96. Allotment Shed Replacement  A branch had fallen from a tree in Church Lane allotment site destroying a Council rented shed.  The shed rental contract states, “In the event that the shed is damaged or destroyed the tenant shall make good the said damage or replace the shed (as appropriate) such making good or replacement to be to the satisfaction of the Council”.  The Clerk informed the Council that the shed cost around £250 at the time of purchase.  **The Council considered that the circumstances leading to the destruction of the shed were exceptional and, as a goodwill gesture, would ask the Allotment Committee to look at replacing the shed and contribute up to £250 towards the cost of a new shed, to be taken from the Allotment Committee budget.**  **CORRESPONDENCE**  97. Understanding Welsh Places  A communication from One Voice Wales and the Institute of Welsh Affairs asked for help to provide a short narrative description of your place to complement the statistical information on offer in a new website Understanding Welsh Places.  ***The Council agreed to assist with this request. Councillor Southworth-Stevens agreed to write about Marshfield and Councillor’s Grady and Carrie to write about Castleton***.  **98. COMMUNICATION**  The Council agreed to include the following matters in the Marshfield Mail and Community Council website:   * Council vacancies * Magpies litter pick * Dog fouling   **ANY OTHER BUSINESS**  99. Village Hall Security Light  Councillor Davies was aware of dead birds trapped in the security light at the back of the hall.  100. Dog Fouling  Councillor Southworth-Stevens drew attention to dog fouling in the village.  101. St Mellons Road Bridge  Councillor Southworth-Stevens had contacted Newport City Council to report damage to the stone bridge on St Mellons Road following a collision. Councillor Southworth-Stevens had suggested improved white lining to improve safety. Councillor Dawkes suggested that a convex mirror could help with visibility.  102. Apologies for Absence  Councillor Dawkes apologised as he will not be attending the November and December Council meetings.  103. Christmas Tree Sponsor  Councillor Dawkes told the Council that a sponsor is required to assist with the supply and erection of a Christmas tree this year.  104. Bus Shelter Castleton  Councillor Grady noted that there had been no reply from Newport City Council concerning a request for the reinstatement of the bus shelter on the west bound carriageway near St Mellons Hotel and asked for the matter to be chased-up.  105. No Right Turn Sign  Councillor Grady told Members that the ‘No Right Turn’ sign for the St Mellons Hotel, on the east bound carriageway of the A48, had been knocked down and needed to be reinstated.  106. Bus Shelter Undergrowth  Councillor Grady told members that the bus shelter on the A48 at Castleton was affected by undergrowth and asked for Newport City Council to be contacted to carry out clearing.  107. Footpath Overgrown  Councillor Grady referred to the footpath on the east bound carriageway of the A48 from the Seoul House B&B towards Castleton. The amount of overgrowth was unacceptable and blocked access.  **Meeting ended 23:15** | **Actions**  **GT**  **LS-S**  **LS-S**  **CG**  **LS-S/MD**  **GT**  **LS-S**  **GT**  **GT**  **CG/ST**  **LSS/**  **CG/RC**  **GT**  **GT**  **GT**  **GT** |