|  |  |  |
| --- | --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the monthly Council Meeting held on 11th May 2021 via a Zoom video/audio conference call commencing at 8:00 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mrs Cath Davis (Chairman)  Mrs Linda Southworth-Stevens  Mrs Rachel Johnson-Poulsen  Mrs Susan Davies  Mr Geoffrey Stockham  Mrs Cathy Holland  Mr John Holland    Apologies: Mr M Dawkes (work), Mrs Catherine Grady (ill).  In attendance: Mrs Jayne Constance & Triona Lambert (Marshfield Village Hall Management Committee), Ms Caroline Antoniou (Magpies), Mr Brian Miles (Chairman Wentloog Community Council), G C Thomas (Clerk.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the monthly Council meeting held on 13th April 2021 were agreed to be a true record and should be signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **1. DECLARATION OF INTERESTS**  No interests were declared.  **PUBLIC PARTICIPATION**  2. Memorial Bench & Planting – Marshfield Village Hall Grounds  Mrs Jayne Constance explained details of a request from the family of the late Sam Peard for permission to site a bench and roses in the corner of the Village Hall grounds as a memorial to Sam. The Village Hall Management Committee was happy to allow this as the proposed location was not seen as a problem to current grounds users. The VHMC wished to seek the Council’s views before agreeing to the request.  ***The Council unanimously agreed to the proposal.***  3. Use of Council Planters as Memorial  Mrs Jayne Constance and Ms Caroline Antoniou presented a request for the parents of Sam Peard to be allowed to take over the maintenance of two Council planters located at the junction of Mallards Reach and on the Community Council’s green at Groes Corner.  Planting and maintenance of all seven Council planters was on the agenda for discussion later and this matter was held until later in the meeting.  **MATTERS ARISING FROM THE LAST MEETING**  4. Request for Police Assistance –Shirenewton (Min 207, 209)  The Clerk reported that he had written to the Home Secretary and copied in the Prime Minister to provide details of the concerns originally sent to the First Minister of the Senedd. The automatic response offered a reply within 20 working days.  5. Church Lane (Min 208)  The Clerk confirmed that the Council had written to Cadw supporting the concerns.  6. Planning Matters - Update on Work Affecting Church Lane (Min 210)  The Clerk reported that there had been no reply from Newport City Council about its planning enforcement role.  7. Direct Response Transport (Min 212)  The Clerk reported that Newport Transport & Newport City Council had confirmed their agreement to an additional stop for the DRT at Tredegar Park, Newport. The suggested stop at Marshfield Village Hall is already included in the flexible area so can already be requested as a place to pick-up and drop-off without having an individual stop registered. A request for a stop at the Beacon Centre, St Mellons was not seen to be viable and refused.  8 Proposals from Councillor Stockham (Min 214)  The Clerk reported that an automated reply to the Freedom of Information request to Newport City Council about fly tipping prosecutions had agreed to respond within 20 working days.  The proposal to seek co-operation with neighbouring community councils concerning local authorities’ powers to deal with breaches in planning consent had been sent to neighbouring authorities by the Clerk.  9. Email Addresses (Min 215)  The Clerk told the Council that details had been obtained from a number of companies providing the required service and this was to be passed to the Finance & General Purposes Committee for further consideration.  10. Motion by Chairman (Min 255)  The Clerk had received advice from One Voice Wales on the matter raised by Councillor Stockham regarding the proposal that the Chairman should not make a proposal to the Council. The advice stated: *The Chairman of a Council has the same rights as any other member and there is nothing in law to prevent him/her from making a proposal to do so would be taking away their representational rights. Any proposal made by the Chair is debated and decided by the Council in the same way a proposal made by any other member is determined. You would expect the Chair to act professionally and consider the discussion on any proposal they may have made and then vote having regard to that discussion. It is entirely up to the Chair whether they vote and use their casting vote.*  **FINANCIAL MATTERS**  11. Finance & General Purposes Committee  Councillor Southworth-Stevens moved that the minutes and recommendations of the Finance & General Purposes Committee held on 20th April 2021should be approved and adopted by the Council.  ***This was seconded by Councillor Johnson-Poulsen and agreed by the Council***.  12. Village Hall Grounds Maintenance Contract  The Clerk had circulated details of the proposed contract renewal with Newport City Council for ground maintenance of Marshfield Village Hall grounds between 1 April 2021 and 31st march 2022, at a cost of £4675.65 +VAT. The Village Hall Management Committee had agreed to the contract schedule and was satisfied with the service.  ***Councillor Johnson-Poulsen proposed that the Council agrees to contract with Newport City Council for this service. This was seconded by Councillor Stockham and agreed by the Council.***  13. Donation to the Urdd National Eisteddfod.  The Council had been asked to reconsider a motion to make a donation to the Urdd National Eisteddfod.  ***Councillor Stockham moved that the Council donates £75. This was seconded by Councillor Holland and agreed by the Council, by majority.***    14. Donation to Leukaemia Research  A donation had been proposed in connection with the death of Sam Peard. Following further information Councillor Stockham proposed that the donation should be made to the Teenage Cancer Trust.  ***Councillor Stockham proposed a donation of £200 which was unanimously agreed by the Council.***  Caroline Antoniou agreed to contact the family to obtain the details of the Trust.  15. Payments and Invoices  ***Councillor Stockham moved that the following list of payments should be approved. This was seconded by Councillor Southworth-Stevens and agreed by the Council***   * S Thornton – Reimbursement for 2 gate keys for Church Lane Allotments – £14.40 * M Dawkes – Reimbursement for Zoom subscription May 2021 - £14.39 * Geoff Tremblett Plumbing & Heating Ltd Invoice – Realign and secure Village Hall boiler flue - £456.00 * Mr Locks Invoice – Village Hall fire safety work – touch bar door mechanism etc - £292.80 * KPS Carpentry Invoice – Village Hall fire safety work – Replace two ceilings and loft access - £540.00 * Planning Aid Wales Invoice – Training - Introduction to Planning Enforcement – C Davis, G Stockham - £60 * Meryl Rees – Refund of allotment shed and key deposit £45, plus goodwill refund of one-off shed rental £40. Total £85.   16. Cheques    102023 G Thomas – Salary April (net) 566.62  102024 HMRC PAYE April 2021 141.60  102025 Planning Aid Wales – Training (Min 15) 60.00  102026 S Thornton – Allotment gate keys (Min 15) 14.40  102027 M Dawkes - Reimb. Zoom fee May (Min 15) 14.39  102028 Mr Locks Ltd – V Hall fire door work (Min 15) 92.80  102029 KPS Carpentry – V Hall ceiling work (Min 15) 40.00  102030 Geoff Tremblett – V Hall flue (Min 15) 456.00  102031 M Rees – Allotment refunds (Min 15) 85.0  102032 Urdd Gobaith Cymru – Donation (Min 15) 75.00    **17. INSTALLATION OF NEW BENCHES ON MARSHFIELD ROAD.**  The Council received an email from Newport City Council Highways Network, dated 30th April, giving permission to site two benches along Marshfield Road at specified locations outside Castleton Village Hall and at the junction with Mallards Reach. Newport CC gave a price for creating concrete bases and installing the benches but could not start work for at least three months. The Council also provided a list of approved contractors who could undertake this work.  ***The Council agreed to contact the contractors on the approved list to ask for a price to provide concrete bases and install the benches. Councillor Southworth-Stevens offered to meet on site if this was required.***  The Clerk reported that the benches had not been ordered from Amberol Ltd due to awaiting confirmation of a delivery address. Councillor Davis offered to receive and store the benches at her address until fitting is arranged.  ***The Council was in agreement with this arrangement.***  **18. CARDIFF CONSERVATION VOLUNTEERS.**  Councillor Southworth-Stevens asked the Council to consider the appointment of Cardiff Conservation Volunteers at a cost of £150 per day.  ***The council agreed to book two dates, the work to be requested to be decided later.***  **19. PLANTING AND MAINTENANCE OF COUNCIL PLANTERS DURING 2021.**  Councillor Davis told the Council that Greenmoor Nurseries had cancelled any proposed arrangement with the Council.  Members discussed the planters and heard that Councillor Johnson-Poulsen had planted bulbs and seeds which needed to grow, in which case, the Council decided to review their maintenance at the next opportunity.  **20. COMMUNITY PROJECT - ASSAULT COURSE/TRIM TRAIL**  This was postponed until the next meeting.  **21. TO RECEIVE A LIST OF PROPOSALS FROM COUNCILLOR STOCKHAM**  Councillor Stockham asked the Council to consider the following proposals:  a) In conjunction with the MVHMC carry out an improvement survey for MVH, prioritising essential needs.  Councillor Johnson-Poulsen reminded the Council that she had produced a list of work required several months ago.  ***The Council confirmed that an up to date list should be prepared.***  b) Agree in principle to invest in renewable energy technology for MVH, and identify suitable schemes.  ***Councillor Johnson-Poulsen proposed that Councillor Stockham should look into this and bring more information back to the Council. This was agreed by the Council***  c) That the Finance and General Purposes Committee consider the possibility of establishing a land purchase scheme on behalf of the Community.  ***The Council agreed to ask the Finance & General Purposes Committee to look into the feasibility of land purchase.***  d) That MCC in concert with others considers the social situations of the "elderly", the employment prospects for young people and others who may be facing economic hardship within our Community.  ***There was no support for this proposal***.  **PLANNING MATTERS**  22. Newport Replacement Local Development Plan  The Council confirmed the response made to Newport City Council on 4th March regarding Newport Replacement Local Development Plan – Consultations January 2021.  23. Planning Application Observations  **a) The Council approved and adopted the observations already sent to Newport City Council for the following planning applications:**  MCC 952 – Conex 21/0246  Proposal: Single storey extension to front elevation to form new entrance (Resubmission following refusal of 20/1127).  Site: Craigwood House, Newport Road, Castleton, CF3 2UR  **Not being able to view the property from the public highway Marshfield Community Council does not wish to offer any comments or observations in respect of the above planning application.**  MCC 953 – Conex 21/0280  Proposal: Increase in ridge height of dwelling by 1m to facilitate loft conversion, amendments to porch and other internal and external alterations.  Stie: 58 The Meadows, Marshfield, CF3 2AY  **Marshfield Community Council does not consider this extension and alterations to be**  **appropriate in its current form for the following reasons:-**  **1. The houses on this estate differ in size and design, however they still follow a common theme. This applications design would not fit in with the current street scene, particularly with the property being sited on the main access road.**  **2. The proposed roof extension causes the property to look more like a “Town House” and is out of keeping with the Character of the development.**  **3. The alterations adversely alter the symmetry of the property.**  **4. The Dormer Windows both to the front and rear of the property may compromise the**  **privacy of the neighbours.**  MCC 954 - Conex 21/0229  **Proposal:** Works to horse chestnut tree protected by TPO group 08/2002 (G1).  **Site:** 27 Blacktown Gardens, Marshfield CF3 2SF  **The Marshfield Community Council do not wish to make any comments in respect of the**  **above application.**  **b) To agree a response to Newport City Council for the following planning application:**  MCC 955 – Conex 21/0366  **Proposal:** Erection of front porch, single storey side extension and rear extension, first floor side extension and loft conversion.  **Site:** 91 Mallards Reach, Marshfield, CF3 2NN  **Marshfield Community Council has privacy concerns regarding this application having noted that the property has been subject to four previous applications, two of which have resulted in an expansion of the property on what is a fairly densely built residential estate. One of the applications was refused (14/0689) and then re submitted (15/0267). This application was approved with conditions on the 4 June 2015, the application appears to have lapsed.**  **The houses to the rear of this property are close and are accessed by a single lane running along the side of No. 91. No. 91 is set back from the road and positioned at an angle to the road, this raises concerns relating to the privacy and light to the houses to the rear. The decision on Application 15/0267 stated that the roof area of the proposed single storey rear extension could not be used as a balcony for recreation purposes. However, it is noted that the drawings submitted show the proposed bedroom doors at the rear of the 1st Floor open outwards allowing access onto the roof area. A proposed Juliette balcony would not ensure that there was no access onto the roof. To protect the privacy of residents would these be better served as windows and not doors?**  24. Other Planning Matters  Councillor Davis asked about activity on Broadway, Wentloog. Councillor Southworth-Stevens had emailed Neil Gunther, Enforcement Officer who was unclear about the activity. Councillor Southworth-Stevens had also asked Mr Gunther about lot 2 Church Lane, which held piles of chippings, and was told that enforcement action is in progress.  **25. CORRESPONDENCE**  There was no correspondence to bring to the Council.  **26. COMMUNICATION**  The Chairman agreed to prepare an article for the Marshfield Mail.  **ANY OTHER BUSINESS**  27. Time of Council Meeting  Councillor Davis suggested that the Council trials an earlier start time of 7:15 p.m. for its meetings.  ***This was agreed by the Council.***  28. Code of Conduct  Councillor Johnson-Poulsen referred to the treatment of the previous Chairman and reminded councillors of the need to adhere to the general provisions of the Code of Conduct.  **Meeting Ended 22:12** | **ACTION**  **F&GP**  **Cttee**  **GT**  **GT**  **GT/LSS**  **LSS**  **GS**  **F&GP**  **Cttee**  **CD** |  |