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| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Council Meeting held on 14th June 2021 via a Zoom video/audio conference call commencing at 7:15 p.m.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Present: Mrs Cath Davis (Chairman)  Mr Geoffrey Stockham  Mrs Cathy Holland  Mr John Holland  Mrs Linda Southworth-Stevens    Apologies: Mr Mark Dawkes , Mrs Sue Davies (work).  In attendance: Two members of public, Mrs Jayne Constance & Mrs Triona Lambert (Marshfield Village Hall Management Committee), G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the monthly Council meeting held on 13th July 2021 were agreed to be a true record and should be signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **90. DECLARATION OF INTERESTS**  No interests were declared.  **POLICE MATTERS**  91. Car Cruising, Coedkernew  ***Councillor Davis proposed that the Council writes to the Chief Constable to ask for a clear-cut plan to address the issues surrounding car cruising and racing happening in Coedkernew.***  This was agreed by the Council. A copy of the letter should be sent to the Police and Crime Commissioner for Gwent, Ruth Jones MP, Jayne Bryant MS and Michael Enea. The matter should be place on the agenda for the next Council meeting.  92. A48  Councillor Holland noted that a recent police surgery had mentioned the lack of police resources in dealing with issues on the A48.  ***The Council agreed to write to Newport City Council to ask what plans are in the pipeline to upgrade the A48***.  **PUBLIC PARTICIPATION**  93. Road Safety Marshfield Primary School  A member of public raised the issues regarding road safety on Marshfield Road during school start and finish times.  Councillor Davis mentioned the speed of vehicles through the village during the day and was planning to visit local businesses to discuss transport safety with the local PCSO.  It was noted that the staggered times introduced to assist Covid had helped with the traffic congestions but these are due to end next week.  Councillor Holland thanked Councillor Southworth-Stevens for circulating a summary of the history of this issue and asked if further discussion could be helpful.  ***Councillor Stockham proposed that the Council writes to all parties involved to begin arrangements for further discussion. Councillor Holland agreed to daft a letter.***  **94. RESIGNATION**  The Council received the resignation from the Council from Councillor Catherine Grady and declared a vacancy.  ***Councillor Davis said the Council was very sorry to lose Catherine Grady and asked for a letter expressing gratitude for the hard work done for the community during her time as Councillor and Chairman. This was unanimously agreed by the Council.***  Councillor Grady’s resignation left a vacancy for Chairman of the Allotment Committee. Councillor Southworth-Stevens agreed to speak to Mr Mike Rigby and Councillor Stockham suggested writing to the allotment working groups to ask if anyone may be interested in the role.  **MATTERS ARISING**  95. Council Facebook (Min 64)  The Clerk told Members that Councillor Cath Davis was now an administrator for the Council’s Facebook page, together with the Clerk.  **96. COMMUNITY ENGAGEMENT PLAN**  Councillor Davis told the meeting that it is to be compulsory for Councils to engage with the public and the Council should look into ways of doing this. Councillor Davis offered to research and pass on details of ways to engage for Members to consider. Councillor Stockham suggested a Councillor surgery, a suggestion box and councillor group discussions. It was also agreed to add the councillor’s new business email addresses to the Council website.  **97. MARSHFIELD VILLAGE HALL**  Mrs Jayne Constance, Chair of Marshfield Village Hall Management Committee provided an update.  a) The facias, soffit, roof and gutters had been repaired or replaced  b) The coffee shop is moving forward. Relying on tradesmen working around user groups.  c) Friends Union Cricket Club had approached MVHMC about using the grounds as a cricket club base from April 2022. MVHMC has liaised with Newport City Council about the implications to ground maintenance and had been told that NCC would not look after a wicket as this is too costly, but they would maintain a boundary. The cricket club had been told that the MVHMC will not pay for wicket maintenance and they will return with costings and request a donation from Marshfield Community Council towards this user group facility.  d) Senior football is tidying up the grounds, installing railings at the gap where dug outs used to be and painting railings. They will fund these works from sponsorships. Hedgerows have grown preventing spectators from viewing the games, so it is proposed that the hedge is removed and replaced with saplings or the hedge reduced in height.  e) The company carrying out work to provide dug-outs has folded and money has been lost. The football club is considering asking Marshfield Community Council for a donation towards this. Councillor Southworth-Stevens mentioned the planning rules depending on who carries out the work.  e) Grass cuttings are currently left on the pitch which is not suitable for football. Newport CC has costed £125 per annum to add this to the current ground maintenance contract.  ***Councillor Southworth-Stevens proposed that the Council adds grass cutting removal to the contract. This was seconded by Councillor John Holland and unanimously agreed.***  f) Councillor Holland asked about use of Village Hall toilet facilities during junior football events. Mrs Constance explained that the bookings are only for the field not the use of the Hall facilities and gave the details of the reasons behind this.  g) Mrs Constance asked for views on whether a is firework display for 2021 should go ahead. This has not been done for two years and the last donation from MCC was lost due to cancellation. Members considered other local displays, animals, a risk from future Covid surge restrictions and whether this should be part of community engagement.  **98. PLAY AREA AND MUGA SAFETY REPORTS**  The reports had been circulated to all Members.  ***The Council agreed to pass them to the Finance & General Purposes Committee to make recommendations after obtaining costings and prioritising work.***  **99. ASSAULT COURSE/TRIM TRAIL COMMUNITY PROJECT 1**  Councillor John Holland had spoken to Playforce Ltd and Jayne Constance about the location of any facility. He is Play force due to meet Playforce at the Village Hall next week. Councillor Stockham will also attend. A suggestion was made for a return wall to be added to be used instead of the mural wall.  **100. PARK RUN - COMMUNITY PROJECT 3**  Councillor Southworth-Stevens told the Council that Newport City Council is funding this project from S106 money at a cost of around £11,000. The path parallel with the St Mellons Road gate needs to be raised. Work is due to start tomorrow and will take about one week.  **FINANCIAL MATTERS**  101. Payments and Invoices  ***Councillor Southworth-Stevens proposed the following payments be made. This was seconded by Councillor Cathy Holland and agreed by the Council:***   * Euro Sec Ltd – Installation of CCTV and move key pad, Marshfield Village Hall - £444.00 (inc. VAT) * One Voice Wales – Training Course Fees – Geoff Stockham – Local Government Finance £30 – The Council £30 – Chairing Skills £30 – Understanding the Law & Advanced Local Government Finance: Free * Total after bursary £45 * Planning Aid Wales – Responding to Planning Applications Training Course, * G Stockham - £30.00 * Planning Aid Wales – Regenerating Welsh Towns and Communities post Covid-19 – Attendance fee for Joint network event – Cath Davis - £50.00 * Mark Dawkes – Reimbursement for Zoom subscription August/September - £28.78 * RoSPA Play Safety Ltd – Annual Safety Inspection – MUGA and Play Areas - £172.80 * Magnet Group – Village Hall Coffee Shop Kitchen Fittings - £2633.22 * (a cheque was raised to pay this amount in August to allow delivery) * James Chitty – Allotment gate key refund - £15 * Newport City Council – Allotment site rent 1/8/21/- 31/7/22 - £105 * AJS Home Improvements – Village Hall roof, facias, soffit and guttering - £5395.00 (not VAT registered). * Mathew Brunnock, SMB Scaffolding – Village Hall repairs (as above) - £750 (not VAT registered) * Rachel Mattey – Reimbursement. Cardiff Lock and Safe – 3 allotment gate keys, Marshfield Road gate - £35.07 * Reimbursement to Marshfield Village Hall Management Committee for decorating of coffee shop – Shaun Oliver - £285 * Donation to mural - Marshfield Village Hall - £600   102. Cheques  102056 G Thomas – Salary July (net) 566.62  102057 HMRC - PAYE July 2021 141.60  102058 Magnet Ltd – Coffee Shop kitchen 2633.22  102059 G Thomas – Salary August (net) 566.62  102060 HMRC PAYE Sept 2021 141.60  102061 G Thomas internet reimb. July/Aug 36.00  102062 Cancelled  102063 Newport CC Allotment site rent 105.00  102064 RoSPA Playsafety Ltd – Play area safety reports 172.80  102065 EuroSec Ltd CCTV Camera & Fire alarm 444.00  102066 Planning Aid Wales – Course fees & attendance fee 80.00  102067 M Dawkes reimb. Zoom Aug/Sept 35.07  102068 R Mattey reimb. - Allotment gate keys x3. 18.00  102069 SMB Scaffolding – V Hall roof repairs 750.00  102070 One Voice Wales – Training course fees 5.00  102071 J Chitty – Allotment key deposit refund 15.00  102072 Marshfield Village Hall MC – Mural donation 600.00  102073 Marshfield VHMC – reimb S&P Carpentry – Coffee shop 285.00  102074 Alex Symonds AJS Home Improvement – V Hall roof, facias 5395.00    103. Internet Banking  The Council asked the Clerk to look into making payments via internet banking.  **104. TRAINING POLICY**  Councillor Davis proposed that the Council uses the One Voice Wales draft training policy and tailors it to Marshfield Community Council’s needs.  ***This matter should be placed n the agenda for the next meeting.***  **105. NATURAL RESOURCES WALES**  Councillor Davis told the meeting that she had attended a partnership meeting with Wentloog, Michaelston and Coedkernew where it was agreed to respond to Natural resources Wales on plans to change the Living Levels Project and give support for Pam Jordan to remain in post to deal with fly tipping and for the IDB Advisory Committee of volunteer landowners and farmers and interested people to remain in place.  ***The Council agreed with the proposal and to write to NRW. Councillor Davis agreed to draft the letter to be sent via the Clerk.***  **PLANNING MATTERS**  106. Place Plan  Couicillor Stockham asked members to consider producing a draft ‘Place Plan’ in partnership with Newport City Council. To sound out opinions of the community and work closer with Newport City Council’s planning department.  **107. The Council confirmed the observations sent to Newport CC for the following planning applications: -**  **MCC 964 – Conex 21/0831**  **Proposal: Demolition of existing farm buildings and conversion of vacant barns to create 2No. residential dwellings, car parking, landscaping and associated works including single storey extension.**  **Site: Church Farm. Church Lane, Marshfield, CF3 2UF**  The Marshfield Community Council would like to emphasise the importance of the locality  that this proposed build exists within, and also the inaccuracies in both the Application  Form and also the Design Statement.  Whilst the farm and its surrounding buildings are situated outside the settlement area, they are within an agricultural rural area. The farm is on a C1 flood plain lying within the Green Wedge. The area is also designated SSSI and archeologically sensitive.  This farm is opposite St Mary’s Church (parts of which date back to the 12 Century) and an old converted cottage that used to be part of the farm. The farm buildings themselves are full of character even though dilapidated. The Council feels that the proposed re-development should sympathetically reflect the rural area and nearby buildings. Care and thought should be given to the style, character and patina of the old barns. Where possible these should be retained by using the original stonework, bricks and tiles in order to retain the buildings character and complement the area.  There may well be problems with surface water flooding unless managed correctly. Drainage is poor within the whole of the Marshfield area. Either side of Church Lane are poorly maintained drainage ditches that flood across the lane when it rains heavily.  Church lane is a single-track lane with few passing places. The verges are soft and eroded by the traffic using the lane. Heavy vehicles in particular exacerbate this problem, additional traffic will further increase such damage, not to mention the damage that will be caused by additional heavy vehicles during any construction. The current state of the tarmac surface on the lane from Groes Corner is poor.  The fields bordering the lane and farm have indigenous hedges that support a large amount of wildlife. There are bats within the locality and in the past have been identified as living in the farm outbuildings. These will need to be conserved and protected.  At the far end of the farm area there is a Public Right of Way Footpath that runs from opposite St Mary’s Church across the field to Marshfield Road. The footpath does not appear to be identified on the drawings.  It should be noted that the lane as mentioned is single traffic width. It does not have any street lighting nor pavements. Marshfield does not have a regular bus service, and the school is at full capacity.  **MCC 965 – Conex 21/0836**  **Proposal: Single Storey extension to rear elevation to form extended kitchen and family room.**  **Site: Craigwood House, Newport Road, Castleton, CF3 2UR.**  Marshfield Community Council considers this application to be inappropriate and wish to register their objection.  The property is located within the Green Belt, with the original build covered 845 cubic metres. After a number of further applications for extensions the property has increased its footfall by at least 68%. This current application is for a substantial rear extension and will further dramatically increase the footfall.  The protection and retention of the Green Belt is considered by the Community Council to be of high importance and benefits both residents and the general community. It is therefore very concerned at the number of applications granted to extend this property. This property now far exceeds the 30% restriction imposed on properties within the Green Belt.  The Community Council fails to understand the point of the Authority introducing conditions intended to protect the openness of the Green Belt and Countryside (SP6). The standard of design (SP5) and the limiting of the size of extensions (H13) if these conditions/protections are not upheld.  **MCC 966 – Conex 21/0891**  **Proposal: Construction of a new entrance structure and addition of a new window to the north west elevation and addition to new sliding doors to the south west elevation.**  **Site: 1 St Mellons Road, Marshfield, CF3 2TX**  Marshfield Community Council does not wish to make any comments in respect of the above application.  108. Meeting with Enforcement Officers  The Clerk reported that Matthew sharp, NCC Planning had offered a number of dates in October when they could meet with Council Members.  **109. CORRESPONDENCE**  There was no correspondence to bring to the Council.  **110. COMMUNICATION**  The Council agreed to publicise details of the following matters:   * Village Hall coffee shop * Planning Inspectorate decision on solar farm. * Donations. * Mural. * Upgrade of path around Village Hall. * Place Plan and LDP. * Litter pickers – Magpies. * Dog fouling in play areas.   **ANY OTHER BUSINESS**  111. Public Footpaths  Councillor Southworth-Stevens is due to meet with officer of Newport CC to discuss the legal side of public footpaths.  112. Trees & Hedges  Councillor Southworth-Stevens is to contact officers of Newport City Council c concerning trees and hedges in the Village Hall grounds.  113. Benches  Councillor Southworth-Stevens had notified Newport Cc that the bench seats have been delivered and can be installed.  114. St Mellons Road Bridge  The Council heard how both sides of the bridge has been damaged in collisions and that the narrow bridge was overgrown with foliage.  ***The Council agreed to write to Newport City Council to request that the foliage is removed and the necessary repairs to the damage is carried out. Councillor Stockham suggested that steel fenders could protect the bridge from further damage.***  115. Newsletter  Councillor Stockham prosed that the Council produces a quarterly newsletter to be printed and delivered to all residences. Councillor John Holland suggested electronic circulation.  116. Village Hall Notice Board  Jayne Constance asked about a notice board that had earlier been discussed in Council. Councillor Southworth-Stevens proposed that the matter be revisited.  **Meeting Ended 21:20** | **ACTION**  **GT**  **Agenda**  **GT**  **JH**  **GT**  **F&GP**  **Cttee**  **GT**  **Agenda**  **CD/GT**  **GT** |  |