|  |  |  |
| --- | --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the Council Meeting held on 14th December 2021 via a Zoom video/audio conference call commencing at 7:15 p.m. **The Council failed to reach the required quorum and any recommendations put forward at the meeting will need to be confirmed by the Council at the next meeting.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present: Mrs Cath Davis (Chairman) Mr John Holland Mrs Chris Roberts Apologies: Mr Geoff Stockham (resigned), Mrs Linda-Southworth Stevens (personal), Mrs Cathy Holland (ill), Mr Jonathan Aver (work)In attendance: PCO Caroline Doidge (Gwent Police), Mrs Jayne Constance (Marshfield Village Hall Management Committee), Councillor Brian Miles (Wentloog Community Council), Ms Caroline Antoniou (Marshfield Magpies), G C Thomas (Clerk)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_The minutes of the monthly Council meeting held on 9th November 2021 were recommended to be a true record and should be signed by the Chairman.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**178. DECLARATION OF INTERESTS**No interests were declared.**POLICE MATTERS**The Chairman welcomed PSO Caroline Doidge.179. Santa’s Sleigh EventPCO Doidge told the meeting that PSO Sam Notley would attend the event.180. Car Break-insCouncillor John Holland asked about recent car break-in at Blacktown Gardens. PCO Doidge said that this had been reported to the police and Councillors mentioned other recent similar incidents.PCO Doidge asked if a Facebook notice could be made to highlight these matters and to ask if there is any CCTV evidence that could be made available to the police. This should be sent via the Gwent police email – Newport West NPT Box.181. Marshfield Ward ReportPCO Doidge went through the Marshfield Ward police report for November, including details of a traffic operation near the Peterstone Golf Club when 21 vehicles were stopped and two fixed penalty notices issued.Councillor John Holland referred to the speeding statistics for the A48 and noted that one day of the operation was affected by road works. He suggested that Gwent Police speak to Newport CC before deciding when to carry out road speed checks.182. Speed Watch Councillor John Holland told the meeting that Speed Watch forms had been completed and passes to Gwent Police for passes to be issued.**PUBLIC PARTICIPATION**183. Litter CollectionCaroline Antoniou asked if the Council would support her request for litter collection. The Council agreed to this request, Ms Antoniou to provide details to the Clerk.184. Waste in WentloogCaroline Antoniou asked for information about waste dumped near the railway line in Wentloog. Councillor Brian Miles told the meeting that notices had been issued to the landowner.185. St Mary’s Church TreesCouncillor Miles said that five fruit trees had been planted at St Mary’s Church, Marshfield.186. Vending Machine at Village HallMembers of the public wrote to describe a plan to install a vending machine in the Village Hall car park to supply milk, eggs, bread, bacon, jams and other locally produced items and asked if the Council would support the plan.***Members felt that any threat to the local shop would not be a good idea and agreed to pass the request to the Village Hall Management Committee to obtain more information and consider if it could support the plan***.**MATTERS ARISING FROM THE LAST MEETING**187. Damaged Bus Shelter (Min 156)The Clerk outlined the contact with Newport CC. There was no reply to the last email asking for the shelter to be replaced.188. MUGA Gate (Min 160)Councillor John Holland will visit the site and photograph the issue affecting the gate.189. Public Footpath Maintenance (Min 165)Councillor Southworth-Stevens had emailed Newport CC about the path from Mallards Reachthrough Post Gwyn which continues to be blocked by the landowner.190. Allotment Committee Chairman (Min 173)The Clerk reported that allotment tenants will be contacted about this when the plot rent invoices are sent out.191. Communication (Min 175)Councillor Davis told the Council that delivery of the article by hand to Victoria Maud had resulted in the article being included.**MARSHFIELD VILLAGE HALL**192. Marshfield Village Hall Chairperson Report* The Chairman welcomed Mrs Jayne Constance who provided the following report:
* The Hall is back at capacity following changes to Covid-19 rules.
* The Committee is looking at applications from potential new user groups.
* Problems with dog poo bags in grounds.
* Broken glass in multi-use play area had been cleared. ***Members recommended that the Clerk asks about signs and risk management for all play areas and place this matter on the agenda for the next meeting.***
* User groups are complaining about the inadequate heating in the Hall.

193. Installation of New Picnic BenchesCouncillor Davis has found a few people willing to volunteer to assist in the installation of the three new benches and will liaise with the MVHMC in the details.**194. COMMUNITY ENGAGEMENT UPDATE**Councillor Davis felt that a newsletter would be a good idea and agreed to pursue costings of two sides of A4, printed and properly delivered. Further comments suggested sending a newsletter with the Marshfield Mail and using notice boards.***Members agreed to agenda this for the next meeting.*****195. TRAINING POLCY UPDATE*****Members agreed to include the adoption of the draft training policy on the agenda for the next Council meeting.*****196. ASSAULT COURSE/TRIM TRAIL UPDATE**Councillor John Holland had received information from Councillor Southworth-Stevens. Following advice from Newport City Council, planning permission would not be required for the planned equipment and land owner permission is likely to be accepted. The Council had received information about funding from the Newport City Council Participatory Budgeting Programme. Councillor John Holland and Councillor Southworth-Stevens will examine the details to check if an application could be made for this project**197. LIVING LEVELS LANDSAPE PROJECT**Council Members had received email information about ideas that could be recommended to the LLLP.There was support to request two barn owl carvings for Castleton and Marshfield and, given the deadlines for providing the details, Members agreed that Councillor Davis should contact LLLP to request these.Any funds remaining could be used for information boards about the Gwent Levels but this idea requires further discussion with Councillor Southworth-Stevens. The matter should be added to the agenda for the January Council meeting.**198. CARU CYMRU LITTER PICK COMMUNITY HUB**Councillor Davis had met with Keep Wales Tidy who are willing to provide litter picking equipment for general use, but this needs to be stored in a secure cabinet. Mrs Constance was not sure that it was practical to site it in the Village Hall grounds as there were not the resources to monitor the facility.Ms Caroline Antoniou suggested that Marshfield Magpies could manage a store based at Castleton Village Hall.***Members recommended that this matter should be passed to Magpies to take further.*****FINANCIAL MATTERS**199. Receipts and Payments UpdateThe Clerk had circulated a statement of payments and receipts with a bank reconciliation as at 6th December 2021. There were no questions relating to this.200. Invoices and PaymentsMembers recommended that the Council agrees to the following payments:* Caroline Antoniou – Reimbursement for two sets of Christmas tree solar lights from Geemoo/Amazon - £28.48
* Marshfield Village Hall Management Committee – Reimbursement for work by Velindre Glass to fit glass to coffee shop doors - £310.00
* G Thomas – Reimbursement for Zoom subscription for December 2021 - £14.39
* One Voice Wales – Training Fee – The Council – Christine Roberts - £15.00
* Planning Aid Wales – Training Fee – Introduction to Heritage Issues and the Planning System – Cath Davis - £30.00
* G Thomas – Reimbursement for stamps, stationery, etc July – December 2021 - £55.33

201. Finance & General Purposes CommitteeMembers recommended that Councillor John Holland should be a member of the Finance & general Purposes Committee.202. Precept Requirement for 2022/23Newport City Council wrote on 18th November to provide the council tax base for the community council for 2022/23 and asked for the precept requirement, to agree with budgetary requirements, to be provided by 14th January 2022.203. Cheques 102091 G Thomas – Salary November (net) 800.01  102092 HMRC - PAYE November 2021 200.00 102093 G Thomas internet reimb. November 18.00 102094 G Thomas – Reimb. Zoom subscription December 14.39 102095 G Thomas – Reimb. stamps, stationery, etc 55.33  102096 Planning Aid Wales – Training fee 30.00 102097 One Voice Wales – Training fee 15.00 102098 MVHMC – Reimb. for Velindre Glass – Coffee Shop 310.00 102099 Caroline Antoniou – Reimb. Purchase of solar lights - Christmas tree 28.48**PLANNING MATTERS**204. Strategic Plan for the Marshfield Community Council AreaThis matter was to be added to the agenda for the January Council meeting.**205. Planning Application Observations**a) Members recommended that approval and adoption of observations already sent to Newport City Council for the following planning applications: -**MCC 970****Conex 21/1114****Proposal:** Demolition of Existing Structures and Alterations and Extension to Existing Dwelling Including Construction of Swimming Pool **Site:** Colinda 112 Marshfield Road, Cardiff CF3 2TU***Marshfield Community Council has some concern regarding the depth of the swimming pool and its possible effect on surface drainage.*** ***Marshfield is situated on a C1 Flood Plain, it is experiencing wetter winters and more prolonged periods of very heavy rain. The road surface drains are old and struggle with excessive rain, water rises up through the drains and floods road surfaces. Last December this section of the Marshfield Road flooded to several inches.*** ***The Community Council consider that precautions should be placed to ensure that this problem is not exacerbated.*****MCC 971****Conex 21/0603****Proposal:** Demolition of Conservatories on garage and Dwelling Single Storey Front Extension on Dwelling, Single Storey Garage Extension and New Roof Tiles and Cladding on Dwelling and Garage.**Site:** New Headlands, 3 Springfields, Castleton, Cardiff CF3 2LG.***Marshfield Community Council does not wish to make any comments in respect of the above application.*****MCC 972****Conex 21/1130****Proposal:** Proposed Demolition of Existing Dwelling and Ancillary Structures and Erection New Build Detached House.**Site:** Willow View**,** 62 Marshfield Road, Cardiff CF3 2UW **Marshfield Community Council does not wish to comment on this application.****b) Observations to be sent to Newport City Council l for the following planning applications:****MCC 973****Conex 21/1055****Proposal:** Creation of hardstanding yard for proposed stable block, muck heap and horse/pony exercise manage (partly in retrospect).**Site:** Land north of and adjacent to St Mary’s Church, Church Lane, Marshfield, Cardiff.Members heard that the deadline for submitting observations to this application had been extended to 7th January 2022.**MCC 974****Conex 21/1221****Proposal:** First floor rear extension and alterations to form ground floor entrance hall.**Site:** Craig-Yr-Haul Cottage, Channel View, Castleton, CF3 2UP.Members recommended that the Council send the following observations:*1. To ensure that there is sufficient parking space available to accommodate the extra parking space requirements with the increase of the additional bedroom.**2. The extension with the Juliette Balcony may be overbearing for the neighbour and may also give rise to a privacy concern when the neighbours are in their back garden.***206. CORRESPONDEDNCE**There was no correspondence to bring to the Council.**207. REVIEW OF BUS SERVICE FOR MARSHFIELD AND CASTLETON**Councillor Miles told the Council that the bus service is poor with residents being unable to catch a bus the same day ad they decide to travel. A service is required to support the elderly.***Members recommended that the Council joins with other community councils in the Marshfield Ward to seek an improved bus service.*****208. BOUNDARY COMMISSION REVIEW OF PARLIAMENTARY CONSTITUENCIES*****Members recommended that Marshfield CC sends someone to attend the public hearings due for 17th February 2022.*****209. COMMUNICATION**Members agreed to publicise the following matters:* Christmas tree decoration competition - winners of six £10 gift cards.
* Police surgery dates.

**210. ANY OTHER BUSINESS**Councillor Roberts asked about the position on the Cardiff Parkway railway station.**Meeting Ended 22:00** | **ACTION**GTGTJHGTGTCDAgendaAgendaJH/LS-SCDAgendaGT |  |
|  |  |  |