­­­­­

|  |  |  |
| --- | --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**  Minutes of the Council Meeting held on 8th March 2022 at Marshfield Village Hall and via a Zoom video/audio conference call. The meeting commenced at 7:00 p.m.  Present: Mrs Cath Davis (Chairman)  Mrs Chris Roberts  Mr John Holland  Mrs Cathy Holland    Apologies: Councillor Linda Southworth-Stevens (ill), Councillor Sue Davies (ill), Newport City Councillor Richard White  In attendance: City Councillor Tom Suller (Newport City Council), Mrs Jayne Constance (Marshfield Village Hall Management Committee), Ms Caroline Antoniou (Marshfield Magpies), Councillor Brian Miles (Wentloog Community Council), Mr Morgan Stevens (Newport Transport), 17 members of public,  G C Thomas (Clerk)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  The minutes of the monthly Council meeting held on 8th February 2022 were agreed to be a true record and were signed by the Chairman.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **274. DECLARATION OF INTERESTS**  No interests were declared.  **275. BUS SERVICE**  The Chairman welcomed Mr Morgan Stevens, Operations Director for Newport Transport who had attended the Village Hall along with around seventeen members of public who were interested in the bus service. City Councillor Tom Suller also attended via the Zoom link.  The Chairman opened the meeting to the public to ask questions about the bus service for the Marshfield village. A number of points were put to Mr Stevens which generally showed the dissatisfaction that there is no regular bus service to Marshfield Village. The DRT service that replaced the scheduled services was described by a number of residents as ‘not a service’.  Mr Stevens explained that Newport Transport is a business and the company must abide by both the Transport Act and the companies Act (as other operators also have) make a profit or go out of business. The company does not receive council tax directly from Newport City Council to support the company. Uncommercial routes can be subsidised via tender by Newport City Council, which the DRT31 service is, as a replacement for the previous 31A/C service. The X16 service linking Risca with Cardiff was tendered predominantly by Caerphilly Council but the Council had removed subsidy for the service. The group proposed that Newport City Council could be lobbied to reinstate subsidy.  Mr Stevens explained the way the current DRT service works.  A suggestion to divert the 30 service Newport to Cardiff through Marshfield at certain times was put forward by a resident with Mr Stevens explaining how this would not be viable and impact the 30 service to the detriment of current customers. Mr Stevens agreed to feed back the dissatisfaction of residents relating to the DRT service to the Passenger Transport Unit at NCC and to look at the potential of returning some timetabled journeys to the area that could be achieved using the current tendered support.  **276. CO-OPTION TO FILL VACANCIES**  The Council welcomed Mrs Sally Simpson who had expressed an interest in becoming a Member of the Council. Mrs Simpson discussed the role with Members.  Councillor Davis proposed that Mrs Simpson should be co-opted to fill one of the vacant seats on the Council. This was seconded by Councillor Roberts and unanimously agreed by the Council.  Mrs Simpson signed a Declaration of Acceptance to observe the Code of Conduct for Members and participated in the following meeting.  **POLICE MATTERS**  277. Police Engagement  Councillor Davis referred to a new format for police to engage with the public. Councillor Miles told the meeting that the police were to get out more regularly rather than the current police surgery arrangement. The first new format would see police attending clinics at Greggs A48, local village halls and pub car parks. Arrangements would be published and Councillor Davis and Miles agreed to put details on social media and the Council website.  278. Speeding Lorries  Councillor Suller had been told that speeding lorries from local depots was a police matter.  **MATTERS ARISING FROM THE LAST MEETING**  279. Village Hall Heating (Min 253)  Councillor John Holland pointed out that any quote for improving the Village Hall heating should describe the control system.  Councillor Davis proposed that Councillor Holland should be included in the group delegated to make a decision and an appointment on the Village Hall heating. This was unanimously agreed by the Council.  280. Village Hall Electrical Distribution Board (Min 261)  Councillor Davis proposed that Councillor Holland should be included in the group delegated to make a decision and an appointment on the Village Hall electrics. This was unanimously agreed by the Council.  281. Village Hall Dug-outs (Min 265)  The Clerk reported that an order had been placed with Mark Harrod Ltd had but an invoice had been received asking for payment before the order is processed.  The Council was not happy to pay before delivery and resolved to request payment on receipt of the goods. A cheque for £5829.84 was to be signed to be released on satisfactory delivery of the team shelters.  **282. COMMUNITY TRIGGERS**  Councillor Miles explained the Community Trigger system. This covers matters like anti-social behaviour. Responsibility lays with the local authority, Newport City Council, who should involve all agencies to resolve the matter. Local authorities should have a designated Community Trigger Officer but Newport CC does not have one, although the responsibility is included in their website. To start the process matters of concern must be reported on the relevant part of the NCC website. If there is no response after 3 or 4 reports this will instigate a community trigger. The tool can be used if police or NCC officers are not dealing with an issue. Councillor Miles left forms and information with Councillor Davis  **283. QUEENS PLATINUM JUBILEE**  Councillor John Holland said his neighbour is willing to volunteer to assist with any event being planned for the Jubilee. Mrs Constance told the meeting that Mrs Liz Connolly has produced posters to publicise the plan for a Jubilee Picnic on Sunday 5th June, which asked for volunteers.  Councillor Miles mentioned that the lottery is running a grant application process for this type of event.  **284. VILLGE HALL CHAIRPERSON’S REPORT**  Mrs Constance reported that there had been no issues with the heating system since the board had been changed. Councillor Davis described the method agreed for the Council to look at estimates for improvements.  Councillor Davis said Councillor Southworth-Stevens is in touch with Newport City Council, the land owner, asking for agreement for the position of concrete bases for dug-outs and is awaiting a response.  Mrs Constance told the meeting that the Hall is becoming quite busy again with the return of various user groups.  **285. COMMUNITY ENGAGEMENT**  Councillors Davis and Roberts are to arrange a meeting to discuss the matter but have received quotes for printing a newsletter to be distributed to households. The Council asked for the matter to be added to the agenda for the next meeting.  **286. ASSAULT COURSR/TRIM TRAIL**  The matter has not moved forward, yet.  **287. LIVING LEVELS LANDSCAPE PROJECT INFORMATION BOARDS**  Councillor Davis had passed on to Chris Harris the ideas for content of the information boards she had received via email from Council Members. Councillor Davis also reported that the barn owl carvings had been collected from Wood Art.  **FINANCIAL MATTERS**  288. Village Hall Ground Maintenance Contract  Newport City Council invited the Community Council to renew the contract to maintain the Marshfield Village Hall grounds between 1st April 2022 and 31 March 2023. A schedule of work and charges amounting to £5024.90+VAT had been circulated to the Village Hall Management Committee and Council Members to check that the proposed contract was acceptable.  ***Councillor Davis proposed that the Community Council enters into a contract with Newport City Council as described in the schedule. This was seconded by Councillor Roberts and agreed by the Council.***  289. Play Area Safety Checks  Newport City Council had offered to carry out weekly checks and litter bin emptying to play areas and the multi-use games area, plus annual comprehensive inspection of MUGA and play areas for a total cost of £2990+VAT. NCC are proposing to add all inspection notes to their PSSLIVE system to create a formal record.  Members noted that undertaking a SLA with Newport CC will provide a reliable, formal arrangement with full records which is a requirement of our insurers.  ***Councillor Davis proposed that the Council enters into a service level agreement with Newport City Council to carry out all safety checks to multi-use games area and play areas at Marshfield Village Hall. This was seconded by Councillor Roberts and unanimously agreed by the Council.***  290. One Voice Wales Membership Subscription  One Voice Wales invited the Council to renew its annual membership for 2022/23 at a cost of £426.00.  ***Councillor Davis proposed that the Council renews its membership. This was seconded by Councillor Roberts and agreed by the Council.***  291. Invoices & Payments  ***The Council agreed to make the following payments:***   * G Thomas – Reimbursement of Zoom subscription - March 2022 - £14.39 * S Thornton – Reimbursement - Chain saw blade – Work on Church Lane allotment site - £24.99 * S Thornton – Reimbursement – Screwfix, guttering for water storage £18.33 * S Thornton – Reimbursement – South Wales Sheds, shiplap to repair shed - £27.50 * Cardiff Conservation Volunteers – Two days work for path clearance - £130.00 * Mark Harrod Ltd – (See minute 265 - 8/2/22) 2 No. Team shelters with seat (dug-outs) - £5829.84 (See payment/delivery issues minute 281)   292. Church Lane Allotment Site Gate  Mr Stephen Thornton, Allotment Committee lead for Church Lane working group informed the Council about a faulty gate post for the main gate to the site and had contacted three contractors who could make the necessary repairs. Mr Thornton provided details of the responses and recommended appointing Chris Walford Ground Works of Bassaleg who had quoted £150+VAT to make the necessary repairs.  ***Councillor Davis proposed that the Council appoints Chris Walford Ground Works to carry out the repairs. This was seconded by Councillor Roberts and agreed by the Council.***  293. Cheques  102114 G Thomas – Salary February 2022 (net) 800.01  102115 HMRC - PAYE February 2022 200.00  102116 G Thomas Internet reimb. February 18.00  102117 G Thomas – Reimb. Zoom subscription March 2022 14.39  102118 Cardiff Conservation Volunteers 300.00  102119 Mark Harrod Ltd – Team Shelters 5829.84  102120 S Thornton – Reimb. Wood, gutters, chainsaw Church Lane allotments 70.82  102121 G Thomas – Reimb. Stationery Dec-March 72.33  102122 One Voice Wales – Training fee 30.00  102123 One Voice Wales – Membership Subscription 426.00    **PLANNING MATTERS**  294. Strategic Plan for the Marshfield Community Council Area  The Council agreed to place this matter on the agenda for the next meeting.  295. Planning Application Observations  **(i) The Council approved and adopted the following observations already sent to Newport City**  **Council:**  **MCC 975**  **Conex 22/0091**  **Proposal**: Erection of Single Storey Front and Rear Extensions  **Site:** 23 Marysfield Close Marshfield Cardiff CF3 2TY  **The Marshfield Community Council does not wish to offer any comments or observations in respect of the above planning application.**  **(ii) The Council agreed to deal with the following application before the deadline of 16th March, to send observations to Newport City Council:**  **MCC 976**  **Conex 22/0032**  **Proposal:** Single Storey Rear Extension and Rear Dormer  **Site:** 5 Vicarage Court, Marshfield, CF3 2NA    296. Planning Enforcement  Councillor Davis updated the position for planning enforcement affecting the local area including Green Lane, tipping near Y Maerun, car breakers at Ty Mawr Lane, Green Lane and the dismissal of the appeal against the enforcement notice for Land to the north of St Mary’s Church, Church Lane, Marshfield.  **CORRESPONDENCE**  297. A48 Consultation  The Council received an email from a member of public who was concerned about the proposals affecting the A48 contained in the consultation on transport corridors between Newport and Cardiff.  Members were aware of the consultation which ends on 11th March.  ***The Council decided not to submit a Council response but to allow individual responses from Members and to remind residents of the consultation on Facebook.***  **298. COMMUNICATION**  The Council agreed to include details of the following matters in the Marshfield Mail and social media.   * Newsletter * Village Hall coffee shop grant success. * Police clinic changes.   **ANY OTHER BUSINESS**  299. Trees  Councillor Suller had asked for a cherry tree for Marshfield Primary School. Councillor Holland understood that Welsh Government are to give trees to any resident.  300. St Mary’s Church Grounds  Councillor Simpson told the meeting that the church was not allowed to plant trees in the church yard. Also, mole traps that had been removed as the church committee was against them.  Councillor Cathy Holland spoke against the traps stating that there are more humane ways to deal with the problem and there are dangers for children.  **Meeting ended 21:26** | **ACTION**  CD/BM  GT  Agenda  GT  GT  GT  GT/ST  Agenda  LS-S/GT |  |
|  |  |  |