**MARSHFIELD COMMUNITY COUNCIL**

Note of the main recommendations agreed during the Annual Meeting held on 10th May 2022 at Marshfield Village Hall and via a Zoom video/audio conference call commencing at 7:15 p.m.

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 Present: Mrs Cath Davis (Acting Chairperson)

 Mrs Chris Roberts

 Mrs Susan Davies

 Mrs Linda Southworth-Stevens

 Mrs Sally Simpson

Apologies: None.

In attendance: 2 members of public, PCO Caroline Doidge (Gwent Police), Mrs Jayne Constance (Marshfield Village Hall Management Committee), G C Thomas (Clerk)

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1. Elections

The election held on 5th May had returned five community councillors, elected unopposed, with six vacant seats. The five councillors signed their Declaration of Acceptance to observe the Code of Conduct.

The Council noted the result of the Newport City Council Tredegar Park/Marshfield Ward with three Councillors representing the new area.

2. Election of Officers

a) Chairperson – There were no nominations. Members agreed that Councillor Davis should Chair today’s meeting.

b) Vice-chairperson – There were no nominations.

c) Representative on Marshfield Village Hall Management Committee – Councillor Davis (to be reviewed later)

d) Representative One Voice Wales/Newport Monmouthshire Area Committee – Councillor Davis and Councillor Roberts.

3. Committees and Working Groups

a) Planning Committee – Chairperson Councillor Sally Simpson and all Councillors.

b) Finance & General Purposes Committee – Chairperson Councillor Linda Southworth-Stevens, Councillor Susan Davies and Councillor Sally Simpson.

c) Allotment Committee – Chairperson Councillor Cath Davis and all Councillors, plus any co-opted non-councillors.

d) Transport & Road Safety Working Group – To be reviewed later.

e) Community Council Chairperson’s Focus Group for NCC Ward – Councillor Cath Davis (in the absence of a Chairperson).

4. Governance Documents

i) The Council agreed the following existing documents should continue unchanged:

Standing Orders.

Social Media Policy.

Allotment Waiting List Policy.

Biodiversity and Resilience of Ecosystems Duty Plan.

Training Policy.

ii) Independent Remuneration Panel for Wales :–

Determination 44 - The Clerk to notify Councillors of the mandatory payment of £150 to each Member which may be declined in writing.

Determination 51 – The Council must provide for a contribution towards costs of the care of dependent (provided by informal or formal carers) children and adults and for personal assistance needs.

Determination 45 - Payment for Members undertaking a senior role - Optional £500 for up to three Members – This was agreed in principle but before payment is made it should go before Council to check if it is appropriate

Determination 46 – Travel costs for attending approved duties - This was agreed in principle but before payment is made it should go before Council to check if it is appropriate.

Other optional determinations were not adopted by the Council.

5. Statement of Accounts

A summary of receipts and payments and a bank reconciliation for financial year 2021/22 was circulated for information.

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 Present: Mrs Cath Davis (Acting Chairperson)

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 Mrs Susan Davies

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Apologies: None.

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The minutes of the monthly Council meeting held on 12th April 2022 were agreed to be a true record and were signed by the Chairman.

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1. Declarations of Interest

No interests were declared.

2. Police Matters

PCSO Caroline Doidge referred to the monthly police update for the area. The police surgery took place from the mobile van on Marshfield Road, Castleton. Car racing had started again in Coedkernew and quad bikes and off-road bikes in Ty Mawr Lane.

3. Public Participation

A member of public referred to the dirty condition of road signs in the locality.

***The Council agreed to write to Newport CC to ask for the signs to be cleaned.***

4. Matters Arising from the Last Meeting

a) Damaged b

us shelter being removed.

b) Newport Transport are in touch with Newport CC Passenger Transport Unit about possible changes to the local bus service. Councillor Davis has organised and will support a focus group of residents to look into the bus service.

***c) The Council agreed to pay 50% of the cost of dug-outs for Marshfield Village Hall before delivery and the other 50% after delivery.***

***d) The Council agreed to write to Newport City Council to ask for a directional road sign on the A48 east bound carriageway for Marshfield village.***

5. Chairperson’s Business Report

The outgoing Chairman, Councillor Cath Davis, outlined some of the achievements during her year as Chairman:

* MCC email addresses.
* Set up WhatsApp group for councillors for better communication.
* Attended all police surgeries.
* Efficient meetings/ earlier start time.
* Facebook
* Attended OVW and Newport Liaison Meetings - notes taken and circulated
* Set up quarterly partnership forum with all community councils in the ward - Wentloog/ Coedkernew/ Michaelston y Vedw.
* Worked closely and promoted community litter and fly tipping group.
* Took part in multiagency groups for Road to Nowhere and Litter A48.
* Instrumental in getting MVH boiler fixed.
* Raised £500 for MVH mural.
* Arranged barn owl sculptures and information panels from LLLP money,
* Stored picnic tables and arranged their assembly at MVH by organising residents.
* Promoted council and tried very hard to recruit new councillors by community engagement.
* Supported community events (Santa's visit) to give MCC a presence.
* Allotments - liaised with keepers and visited both sites.
* Training Policy.

6. Marshfield Village Hall Chairperson’s Report

* The end of year accounts to be published
* Upgrading of the Village Hall including the fire alarm and the coffee shop.
* Heating issues improved since work by D Squared Ltd but new boiler recommended.
* Return of user groups since Covid restrictions relaxed and the Hall is well used by parties.
* The whole MVH Management Committee is standing down at the Annual Meeting but 5 or 6 people have come forward willing to take on senior roles.

7. Financial Matters

***a) The Council agreed to appoint D Squared Ltd to install a new central heating boiler in Marshfield Village Hall.***

***b) The Council signed a Service Level Agreement with Newport City Council for them to provide a comprehensive playground inspection and cleaning service on behalf of Marshfield Community Council.***

8. Planning Matters

a) Councillors Southworth-Stevens and Davis will attend a presentation by Lighthouse Consultants. The Council agreed to write to Lighthouse Consultants asking for the same opportunity as Wentloog Community Council to comment on the Wentloog Renewable Energy Hub DNS planning application.

9. Clerk’s Appraisal

***The Council will further investigate details to allow an annual appraisal for the Clerk.***

**Meeting ended 21:45**