­­­­­

|  |  |
| --- | --- |
| **MARSHFIELD COMMUNITY COUNCIL**Minutes of the monthly Council Meeting held on 12th July 2022 at Marshfield Village Hall and via a Zoom video/audio conference call commencing at 7:00 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present: Ms Cath Davis (Chairman) Mrs Chris Roberts Mrs Linda Southworth-Stevens  Mrs Sally Simpson  Mrs Susan Davies Mr Gary Doubler Mr Patrick Legge  Apologies: City Councillor Rhian Howells In attendance: 3 members of public, Mrs Elizabeth Connolly (Marshfield Village Hall Management Committee), City Councillor Allan Screen, Inspector Hannah Lawton & assistant (Gwent Police), G C Thomas (Clerk)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_The minutes of the monthly Council meeting held on 14th June 2022 were agreed to be a true record and were signed by the Chairman.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**57. DECLARATION OF INTERESTS**No interests were declared.**58. PRESENTATION - GWENT POLICE**The Council welcomed Inspector Hannah Lawton, We Don’t Buy Crime Department and Central Problem Solving Hub, Gwent Police and her assistant. A talk and video presentation explained that We Don’t Buy Crime is a new department within Gwent Police tackling acquisitive crime - those in which the offender receives a material gain - including burglary, robbery and theft that harm our communities. Inspector Lawton talked about the work of the Safer Neighbourhoods strand and how proven crime prevention tactics including Smart Water protect the community. Reference was made to a study into forensic property marking by the University of Warwick.Councillor Legge and Councillor Southworth-Stevens asked for statistics to show the effect of this scheme and differences between rural and urban areas.Inspector Lawton provided details on how to become a Safer Neighbourhood and costs involved.**PUBLIC PARTICIPATION**59. Former Six Bells Public HouseA member of public from the Wentloog area told the Council about a mission to purchase the former Six Bells public house to be used a s a community hub. If this is not successful the building is likely to be demolished. Part of the process to secure the building as a community asset requires a viability assessment including the need to source funding via grants, shares, etc.The Chairman asked the member of public to let the Community Council know if the campaign requires publicity as this can be included in the Council’s social media and newsletter.**60.** **MARSHFIELD VILLAGE HALL MANAGEMENT COMMITTEE REPORT**Councillor Roberts had attended the last meeting of the Management Committee and provided feedback on the matters raised along with Committee Chairperson, Elizabeth Connolly. Some of the matters included a new notice board for the Village Hall (Councillor Southworth-Stevens will look further into the costs) and the risks from mole holes in the playing fields – Mrs Connolly said any action will follow a humane process. Following on from the success of the Platinum Jubilee picnic in the park another similar event is being planned for August this year.**61. COFFEE SHOP UPDATE**Mrs Jayne Constance told the meeting about the sales for the fist period since the coffee shop opened and that they had started selling milk shakes and smoothies. The coffee shop will open for the forthcoming football festival when around 1500 people are expected to attend. Mrs Connolly said all profits from the sales will go into the Village Hall funds and will help with the rising fuel costs.Mrs Constance highlighted the problem that there are no toilet facilities for the coffee shop when the Hall is closed, particularly for younger age groups involved in football. There is also a requirement to provide a W.C. for female footballers. It had been suggested that a store room could be converted into a W.C.If promoted, the football club would also be required to provide a first aid room. An additional store container would be a way of solving these problems, although the cost and funding has to be investigated.**MATTERS ARISING FROM THE LAST MEETING**62. Road Safety (Min 30)The Clerk had written to Newport City Council with the Council’s request for speed humps across the whole width of the road but had not received a reply. City Councillor Screen had also made contact with NCC officials but had not received a reply. He was concerned that the cost of the work would be prohibitive. Councillor Southworth-Stevens noted that some exiting speed pads are damaged and asked if they could be replaced with humps across the whole width of the road.63. A48 Castleton Bus Shelter/Lych Gate (Min 34)Councillor Allen reported that he had spoken to officers of Newport City Council who have arranged for the broken gate to been removed from the bus shelter/lych gate. The site has also been checked for suitability for a new clear bus shelter.64. Natural Resources Wales (Min 49)Councillor Davis reported that she and Councillor Southworth-Stevens had a positive meeting with Steve Morgan, Head of Operations for South East Wales, Natural Resources Wales and look forward to a collaborative approach in future.**65. FINANCE & GOVERNANCE TOOL KIT FOR COMMUNITY & TOWN COUNCLS**The Clerk had circulated the details of the toolkit prepared by Welsh Government, SLCC and One Voice Wales. The toolkit comprises two parts, a health check and a self-assessment. The Council agreed that the Clerk should, firstly, carry out the health check and present the results to Councillors Davis and Southworth-Stevens to examine the details and then consider the self-assessment part of the process.**66. MARSHFIELD BUS CAMPAIGN GOUP**Councillor Davis reported that the campaign group will arrange a meeting to discuss the issue and will contact Councillor Screen and others directly to invite them to attend the meeting. Councillor Screen suggested inviting Jayne Bryant MS. Councillor Davis will also invite Lee Waters MS, minister with responsibility for transport.The matter should be added to the agenda for the September Council meeting.**67. ST MELLONS ROAD BRIDGE**Councillor Southworth-Stevens raised concerns about road safety involving the bridge. Councillor Southworth-Stevens referred to overgrown vegetation obscuring the stone parapets, faded road markings and road signs being fallen or too far away. These factors were felt to affect road safety and be the cause of vehicles colliding with the bridge.Councillor Southworth-Stevens agreed to draw up a list of the requirements to send to Councillor Screen who will take up the matter with Newport CC.**68. COMMUNITY ENGAGEMENT WORKING GROUP - NEWSLETTER**Councillor Davis reported that the newsletter had not yet been printed. The Council agreed to add this matter to the agenda for the next meeting.**69. ASSAULT COURSE/TRIM TRAIL**There was nothing to report and the Council agreed to place the matter on the agenda for the September Council meeting.**70. SCARECROW FESTIVAL**Councillor Legge explained the details of his idea to arrange a scarecrow festival for Marshfield & Castleton which may involve scarecrows by individuals in private gardens and on the highway by community groups A similar event has been taking place in Rhiwbina and there is a template for this which could be used. Someone from the Rhiwbina organising group could be invited to a Council meeting to talk about it. Councillor Legge asked for feedback on whether a festival could be arranged sometime next year.Councillor Southworth-Stevens agreed to raise the idea during the next Marshfield Village Hall Management Committee meeting. The Council agreed to add the matter to the agenda for the September Council meeting.71. Pedestrian Crossings Marshfield RoadCouncillor Legge raised concerns about matters surrounding the two pedestrian crossings on Marshfield Road.He felt that the pedestrian crossing near the junction with Mallards Reach had inadequate warning signage to advise drivers behind high sided vehicles that they are approaching the crossing and that the pedestrian crossing near Marshfield Road shop/post office was affected by parking on the zig-zag lines. Members agreed that this as a problem but, also, there is no provision for disabled parking for those visiting the shop.***The Council agreed to write to Newport City Council to request a review of the warning signage and to investigate the possibility of providing a disabled parking space and possibly unrestricted parking.*****FINANCIAL MATTERS**72. Payments & Invoices***The Council agreed to pay the following invoices and payments:**** MJ Landscape & Construction – Concrete bases for Village Hall team shelters - £1704 inc VAT
* Mark Harrods Ltd – Final payment for team shelters - £2914.92 inc VAT
* LI Heating – Coffee Shop plumbing - £1465 inc VAT
* S Thornton – Reimb. Newport Locksmiths Ltd – 2 x Church Lane allotments gate keys -£16.80 inc VAT
* S Thornton – Reimb. Castleton Turf – weed suppressor - £52.00
* Newport City Council – Marshfield Village Hall ground maintenance 1/4/22-30/6/22 - £1507 inc. VAT
* G Thomas – Reimb. Zoom subscription July - £14.39 inc VAT
* G Thomas – Reimb. Stamps/stationary/etc March – July - £69.04

73. Cheques102161 G Thomas – Salary June 2022 + mileage allowance 828.46102162 HMRC – PAYE/Employer’s NI June 2022 247.51 102163 G Thomas Internet reimb. June 18.00102164 MJ Landscape & Construction Team shelter bases 1704.00 102165 Mark Harrod Ltd – Team Shelters final instalment 2914.92102166 LI Heating – Coffee shop plumbing 1465.00 102167 G Thomas – Reimbursement Zoom Subs July 14.39 102168 Newport City Council – Village Hall ground maintenance 1507.48102169 S Thornton – Reimb. Church Lane allotments – Locks, Weed suppressor 68.80 102170 C Davis – Reimbursement. Hydron Protective Coatings – Owl sculpture 42.84 **PLANNING MATTERS**74. Strategic plan for the Marshfield Community Council area.Councillor Simpson suggested a business plan of what the Council wished to achieve, which will require more work. Members discussed issues that could be included such as parking issues caused by garage conversions, no more flats to be built and the lack of infrastructure to take on more residents. The Council agreed to agenda this matter for the September Council meeting.74. Planning Application Observations**The Council approved and adopted the observations already sent to Newport City Council:****MCC 976 (Amendment)****Conex 22/0032****Proposal:** Single storey rear extension and removal of pitched roof over rear section of dwelling. (Amended plans)**Site:** 5 Vicarage Court, Marshfield, CF3 2NA **The Community Council does not wish to make a comment on this application****provided that there is no proposed attic development.****To decide on observations to be sent to Newport City Council:****MCC 982****Conex 22/0512****Proposal:** Construction of shed to contain water tank and pump for fire sprinkler system.**Site:** 3 The Croft Gardens, Wellfield Road, Marshfield, CF3 2UB**There was discussion about the need for an external fire sprinkler system. Councillor Simpson is to make further investigation and compose a response to be sent to Newport CC.****75. CORRESPONDENCE**There was no correspondence to bring to the Council.**76. COMMUNICATION**There was no decision on this matter.**ANY OTHER BUSINESS**77. Local Places for NatureCouncillor Davis explained that this is a Welsh Government initiative with available funding that could be used to create something in the Village Hall grounds.***The Council agreed to invite Rachel Carter of One Voice Wales to a Council meeting.***78. Visual Eyes – Community EngagementCouncillor Davis reported that she had attended a meeting about Visual Eyes involving community engagement and social media. This is used to engage with residents on what can be done with set amounts of community project money.79. Tennis ClubCouncillor Doubler had suggested a tennis club for local residents and has looked into funding and is awaiting an application form.**Meeting closed 21:44**  | LS-SGT/CD/LS-SAgendaLS-SAgendaAgendaGTAgendaSSGT |