**MARSHFIELD COMMUNITY COUNCIL**

Minutes of the Monthly Council Meeting held on 13th May 2025 at Marshfield Village Hall and via a Zoom video/audio conference call commencing at 7:35 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present: Mrs Cath Davis (Chairperson)

Mrs Chris Roberts

Mr Lee Colvin

Mr Nathan Howells

Mr Gary Doubler

Fr Ross Maidment

Apologies: Councillor Linda Southworth-Stevens (family matters), Councillor Seema Sindhakar (family matters), Councillor Susan Davies (Personal). City Councillor Trevor Watkins (meeting). Sgt Chris Johnson (Gwent Police).

In attendance: Two members of public, Mr Steve Bateman (Church Lane Allotments), G C Thomas (Clerk)

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| 1. DECLARATION OF INTERESTS  There were no interests declared.  2. POLICE MATTERS  Councillor Davis gave information about a meeting with Sergeant Johnson at the police surgery.  PUBLIC PARTICIPATION  3. Road Safety  A member of public had emailed the Council with details of road safety concerns. Speeding on A48 between Coedkernew and Castleton, adherence to the 20mph speed limit on Marshfield Road and parking on Marshfield Road near the junction with the A48. Suggestions were made for speed cameras on the A48, 20mph bin stickers and speed cameras on Marshfield Road and double yellow lines at the Marshfield Road/A48 junction on both sides for approximately 100 yards.  *The Council agreed to support these suggestions to improve road safety and to write to Newport City Council and Gwent Police asking them to take action. A copy to Local Councillors and Member of the Senedd.*  ***The Council also agreed to purchase ‘20 is Plenty’ wheelie bin stickers for distribution to local households.***  **4.** Cars Parked at Ty Mawr Lane  The Council received three email complaints from residents about vehicles parked on Ty Mawr Lane.  The Council shared the concerns expressed in the emails and has contacted the police and Newport City Council to seek a satisfactory resolution to the problems. The Council understands that the police have spoken to the business and local city councillors are looking at ways to improve the situation.  ***The immediate advice is for residents to keep records of offending vehicles and to inform Newport City Council when issues arise. Clerk to reply to the emails.***  5. Parking on Marshfield Road  A resident had complained about vehicles constantly parking near the shop on Marshfield Road which prevented people parking for a short time whilst visiting the shop.  ***The Council agreed to write to Newport City Council to ask for restricted time parking to be created for this part of the road.***  6. MINUTES OF LAST MEETING  The minutes of the Council meeting held on 8th April were confirmed as a true record and adopted by the Council, subject to part of Minute 336 being changed from UL to UK.  MATTERS ARISING FROM THE LAST MEEETING  7. Castleton Bus Stop (Min 319)  It was noted that the glass had been removed but nothing more had been done.  8. Councillor’s Report – St Mellons Road bridge (Min 320)  The Clerk had contacted Newport City Council but there had been no reply.  9. Marshfield Football Club (Min 325)  The Clerk had contacted the football club to outline the Council’s concerns about communications, but there had been no reply.  10. Purchase of Picnic Benches (Min 327)  The benches have been ordered and payment sent.  11. Untidy Allotment Plots (Min 331)  Councillor Colvin confirmed that the tenants of plots 18CL and 20CL should be written to due to them being overgrown.  ***The Council asked the Clerk to arrange the communications.***  12. MISSING LITTER BINS  Councillor Davis had met with the Head of Environment and Public Protection for Newport City Council and had been told that Newport City Council had not removed litter bins in the Marshfield area.  The Clerk reported that records show that in 2014 Magpies - Marshfield Action Group had arranged four new litter bins in the area with Newport City Council who agreed to install and empty the bins if Marshfield Community Council purchases them for a total cost of £435. This collaboration went ahead and the missing bins match those installed under this agreement.  ***The Council agreed that Councillor Howells should make a subject access request to Newport City Council on behalf of the Community Council and that the Clerk should write to Newport City Council to provide details of the collaborative project and ask for the replacement of the bins or a refund of the amount contributed by Marshfield Community Council.***  13.NEWPORT CITY COUNICLLOR’S REPORT  There was no report.  14. EDEN PROJECT  The Council had been approached to join an Eden Project Big Lunch event to raise funds.  ***The Council agreed that it does not have the facilities to participate but should provide the details to the Marshfield Village Hall Management Committee.***  15. SPONSORSHIP FOR COMMUNITY PROJECT  Central Roofing and Building had asked if the company can sponsor a local community project.  Councillor Davis asked Members for ideas to put to them. Councillor Maidment suggested use of the former Castleton playgroup building as a community hub, or the replacement of the eight St Mary’s Church bells.  FINANCIAL MATERS  16. 20’s Plenty Wheelie Bin Stickers  ***The Council agreed to purchase 100 wheelie bin stickers from 20s Plenty For US CIC at a cost of £150.***  17. Replacement Notice Boards  This item was carried over to the next meeting.  18. Appointment of Internal Auditor  ***The Council agreed to appoint Katherine Cone to carry out the internal audit at a fee of £160.***  19. Payments and Invoices  *The Council agreed to pay the following invoices and reimbursements*  Cloud Next – Premium Hosting, Annual - £95.98  Cloud next – .gov.wales Domain for emails, Biennial - £132  G Thomas – Reimbursement for Zoom subscription May 2025 - £15.59  G Thomas – Reimbursement for stamps, Google storage, stationery - £24.57  PLANNING MATTERS  20. Planning Application Observations  ***The Council agreed to make no observations on the following applications:***  MCC 1031 – Conex 25/0256  PROPOSAL: APPLICATION RELATING TO ACCESS, APPEARANCE, LAYOUT, SCALE AND LANDSCAPING PURSUANT TO OUTLINE PLANNING PERMISSION 23/1058 FOR A RURAL ENTERPRISE WORKERS DWELLING AND PARTIAL DISCHARGE OF CONDITIONS 3 (PARKING), 4 (ELEVATIONS), 6 (CEMP), 7 (DRAINAGE), 8 (BOUNDARY TREATMENTS), 9 (LEVELS), 10 (ARCHAEOLOGY) AND 11 (LANDSCAPING).  SITE: LLANFAIR FARM, CHURCH LANE, MARSHFIELD, CARDIFF CF3 2UF CHURCH  APPLICATION TYPE: LANE MARSHFIELD RESERVED MATTERS  MCC 1032 – Conex 25/0260  PROPOSAL: SINGLE STOREY, REAR/CORNER EXTENSION UNDER EXISTING FIRST FLOOR EXTERNAL BALCONY  SITE: COLINDA 112 MARSHFIELD ROAD CARDIFF CF3 2TU  APPLICATION TYPE: FULL  MCC 1033 – Conex 25/0298  PROPOSAL: SINGLE STOREY EXTENSION WITH NEW DORMER TO ROOF AND NEW RENDER TO EXISTING DWELLING.  SITE: WILLOW MWAD, WELLFIELD ROAD, MARSHFIELD, CARDIFF, CF3 2UB  APPLICATION TYPE: FULL  ALLOTMENTS  21. Church Lane Gate Wording  Mr Steve Bennett asked the Council to amend the wording of the recent advice to tenants to ensure the gate is locked at all times to provide security for all working in the site. This will conform to paragraph 14 of the tenancy agreement.  ***The Council agreed to contact tenants with an amended message: ‘The Council now insists that the gate to the allotment site is kept locked at all times. Please lock the gate behind you immediately after you enter or leave the site.’***  22. Untidy Plots Church Lane  The condition of plots 18 & 20 was raised. The Council referred to minute 11.  23. Complaint  Mr Bateman told the Council he had received abuse from another tenant after insisting that the gate security rules were followed.  ***Mr Bateman was asked to write to the Council with the details if he wished to make a formal***  ***complaint.***  24. Bricks left on Site  Councillor Colvin notes an amount of bricks left near plot 1 Church Lane site.  ***The Council wished to make further enquiries about this.***  25. Planting Fig tree  The tenant of plot 62 Marshfield Road site had asked for permission to plant a fig tree on the plot and notified that the skip is full and overflowing.  ***Councillor Colvin and Councillor Southworth-Stevens will arrange a site visit and make a recommendation to the Council. The skip company will be asked to collect the skip.***  26. CORRESPONDENCE  There was no correspondence to bring to the Council.  27. COMMUNICATIONS  The policy referred to in minute 324 concerning the release of helium balloons and sky lanterns should be publicised.  ANY OTHER BUSINESS  28. VE Day  Councillor Davis referred to the collaborative effort to decorate the village green with bunting, wreaths etc. and thanked all involved, particularly the Royal British Legion, the Community Council and Women’s Institute.  29. Save The Six Bells Campaign  Councillor Colvin told the Council that the Campaign had reached the second round of funding for its application to Welsh Government and has raised around £50K so far from other sources.  30. Olliwood Farm, Castleton  The Council noted an email dated 13th May from a part owner of the land.  **Meeting Ended 20:53** | **Actions**  **GT**  **GT**  **GT**  **GT**  **NH/GT**  **CD**  **GT**  **GT**  **GT**  **LS-S/**  **LC**  **LS-S/**  **LC** |