

## MARSHFIELD COMMUNITY COUNCIL

Minutes of the Council meeting held on 10 October 2011 at Marshfield Village Hall, Wellfield Road, Marshfield commencing at 7:35 p.m.

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Present:

Mrs R Bashi (Chairperson)  
Mrs S Hood  
Mr K Bennett  
Mr C Hemmings  
Mr G Kemp-Philp

Apologies: Mrs S Burke (family matters) Mr S Tilley (work) City Councillor T Suller

In attendance: Mrs Kirstie Evans, City Councillor R White, Mr M Sykes (Chairman Marshfield Village Hall Management Committee, one member of public, G C Thomas (Clerk)

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The minutes of the monthly Council meeting held on 19 September were agreed to be a true record and signed by the Chairperson after the following changes:

Min 72 para 5 -The planning application for a development in a field *below* Station House, just over the railway line in *Peterstone*, to include places for four touring caravans, six chalets, bird watching platform and caretakers residence has been refused.

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➤ = Letter to be Written

### 94. Co-option to Fill Council Vacancy

The Council met Mrs Kirstie Evans and agreed to co-opt her to the Council.  
Mrs Evans signed a Declaration of Acceptance and participated in the following meeting.

### 95. Planning Committee Report

The Chairperson agreed to bring this item on the agenda forward and permitted the member of public to address the Council with his concerns about a recent planning application:

**Proposal:** Retention and completion of two storey side extension and part two storey single storey rear extension and porch to front.

**Site:** Melrose 12 Marshfield Road, Cardiff, CF3 2UU

**Conex:** 11/0977 – Full - **MCC:** 664

The application had been considered by the Planning Committee on 7<sup>th</sup> October and the Council's response to Newport City Council was finalised.

### 96. Police Matters

- The Council discussed the possibility of locating a base for police officers in the Marshfield Ward. The Clerk was asked to send a copy of the recent letter to the Chief Constable to Inspector Neil Muirhead.
- The Council noted its concern about the apparent increase in burglaries in the neighbourhood in recent weeks.

## **97. City Councillors Report**

- Newport City Council is proposing to create an intermittent 20 MPH speed limit on Marshfield Road around the school with traffic calming to Sandy Lane. The speed limit would operate during school start and finish times.  
The Council discussed the proposal and wished to inform Newport City Council that Members would like to meet Highways officers to discuss the proposal, as it is felt that other measures would be more effective using the resources that would be allocated to the proposed scheme.  
Councillor White agreed to make enquiries with Highways officers and to get back to the Community Council.
- Councillor White asked about the progress in setting up a youth club at the Village Hall. Mr Sykes said he can no longer chair the Youth Committee because of family matters.  
Councillor White has added an item about the proposed youth club to the Marshfield Mail. Mr Sykes said he has a list of around twelve people who had expressed an interest in acting as a part-time volunteer for the youth club but Newport City Council were unable to provide a member of staff to lead the youth club sessions.  
Mr Sykes is looking at the possibility of providing internet access at the Village Hall. The Clerk agreed to provide Mr Sykes with the details of a BT telephone line provided to the Village Hall until recently.
- Councillor White asked about the anti-social behaviour problems near the bus stop on Marshfield Road, opposite the post office. The Council told Councillor White that the problems are continuing.

## **98. Highways Matters**

There were no additional highways matters.

### **MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING**

#### **99. Police Matters (Min 71)**

Mrs Bashi referred to the police Online Watch Link (OWL) and asked if it could be added to the Community Council's web site.

#### **100. One Voice Wales Councillor Training (Min 77)**

Councillor Evans was given the opportunity to attend training courses for councillors being provided by One Voice Wales in Usk and Cwmbran. The Clerk agreed to provide Councillor Evans with more information.

#### **101. Zig-Zag Twister Repair (Min 79)**

The Clerk had asked Wicksteed to incorporate repairs to the Wellfield Road hydraulic gate in the junior play area during their visit in for warranty work on the zig-zag twister. Wicksteed have now provided an order acknowledgement showing that the cost will be £80 for labour and a possible £260 for parts, plus VAT. The Council approved this expenditure.

## 102. Church Farm Track Ways (Min 80)

- The Council resolved to ask for a site visit with Newport City Council's planning enforcement officer and to invite Miss Ballinger to attend.

## **CORRESPONDENCE**

There was no correspondence.

## **FINANCIAL MATTERS**

### 103. Request for Financial Assistance from Village Hall Management Committee Towards Committee Room Refurbishment and Bonfire Night Event

*(Councillor Hemmings declared an interest in both items as he is a member of the Village Hall Management Committee and withdrew from the decision.)*

*(Councillor Evans declared an interest in the Bonfire Night event as she is part of the organising group and withdrew from the decision.)*

The Council learned that the invoice received for £1764 relating to refurbishment of the committee room did not include VAT as the contractor is not registered for VAT. Also, details of the planned Bonfire Night event were provided.

The Council resolved to make a £1764 donation to the Village Hall Management Committee comprising £1412 towards the cost of refurbishing the committee room and £352 towards the cost of staging the Bonfire Night event.

### 104. Erection of Posts at Groes Corner to Prevent Parking on Land Owned by the Community Council

The Council noted the £650 estimate and studied plans issued by Newport City Council and the deeds of title held by the Council. The Council discussed the matter when it was asked whether the width between posts in the plan was sufficient to prevent cars parking on the land.

The Council decided not to install posts for the time being but to undertake an awareness programme to make people aware that Groes Corner is owned by the Community Council and is regarded as a village green. It was suggested that an article in the Marshfield Mail would inform residents that the Council will save the £650 cost if parking on the land stops.

### 105. Donations

The Council agreed to hold a decision for a donation by Urdd Gobaith Cymru and Bobath Cymru until the next meeting.

Members agreed to donate £50 to the Royal British Legion Poppy Appeal and asked Councillor Bashi to represent the Council at the Remembrance Service at St Marys Church, Marshfield on 13<sup>th</sup> November.

### 106. Printer Ink

Councillor Bashi asked the Council to reimburse £51.90 being the cost of printer cartridges used for Council business. The Council agreed to reimburse £51.90

## 107. Cheques

101163	G C Thomas – Clerk’s Salary, September	£ 331.44
101168	G C Thomas – Internet Reimbursement, September	£ 36.00
101169	NSPCC – Donation (Min 81)	£ 50.00
101170	Shopmobility Newport – Donation (Min 81)	£ 50.00
101171	G Thomas –Stamps, Photocopying, etc. Reimbursement	£ 124.38
101172	R Bashi- Printer Ink Cost Reimbursement (Min 106)	£ 51.90
101173	Marshfield VHMC – Donation (Min 103)	£1764.00
101174	Royal British Legion – Poppy Appeal Donation (Min 105)	£ 50.00

## **108. ALLOTMENT COMMITTEE**

An Allotment Committee meeting had taken place on 7<sup>th</sup> October and the minutes will be circulated with the agenda for the next meeting.

Discussion took place on the rules relating to storing fuel, such as petrol, on allotments.

## **109. VILLAGE HALL MANAGEMENT COMMITTEE REPORT**

There was nothing further to report.

## **110. LEISURE COMMITTEE REPORT**

The Committee put forward suggested terms of reference:

### **Who will the members be?**

*As agreed by Marshfield Community Council AGM in May 2011*

### **Can members be co-opted?**

*Yes, by either Marshfield Community Council or a quorum of the Leisure Committee*

### **How and when are they appointed?**

*At Marshfield Community Council AGM or by agreement of the Committee or Council as needed.*

### **What is the duration of the appointment?**

*Ordinarily one year as per community council positions (therefore may be less for co-opted members).*

### **Functions and delegated authority**

- To ultimately provide a new leisure facility (or facilities) within the grounds of Marshfield Village Hall to, ideally, provide something for the children/teenagers of the village to do, although this can also extend to adult leisure facilities too.*
- To gather feedback from village residents so as to determine the most wanted facility.*
- To contact and liaise with companies who can provide such facilities so as to obtain quotes and ultimately install a leisure facility.*
- To make recommendations to the Community Council on all financial matters. The Community Council is responsible for the final decision.*

### **Frequency of meetings**

*Meetings will be as required, however, ideally, at least once per month but no less than three times per year.*

### **Report mechanism**

*Meeting details are to be fed back monthly to Marshfield Community Council during its slot in the*

*agenda.*

**Quorum**

*Three members of the Leisure Committee will be required to form a quorum.*

The Council approved and adopted the suggested terms of reference and agreed to amend the Committee membership to:

Mr Chris Hemmings (Chairperson), Mrs Rebecca Bashi, Mrs Sue Burke, Mr Gareth Ham, Mrs Kirsty Evans, Mr Keith Bennett, Mrs Stephanie Hood.

**ANY OTHER BUSINESS**

111. Tesco Bus

Councillor Bashi reported that the St Mellons Tesco free bus has been stopped. It was used by 20-30 people on a Wednesday.

The Council agreed that Councillor Bennett would approach the store manager on behalf of the Council to ask if the service can be reinstated.

112. 30 MPH Speed Sign, Church Lane

Councillor Bashi reported that the sign near Groes Corner has fallen down.

- The Council agreed to write to Newport City Council to ask for it to be replaced.

**Meeting ended 10:30 p.m.**