

MARSHFIELD COMMUNITY COUNCIL

Action

Minutes of the Council meeting held on 14th May 2012 at Castleton Village Hall, Marshfield Road, Marshfield commencing at 8:40 p.m.

Present: Mr K Evans, Chairman
Mrs K Evans,
Mr N Evans,
Mrs S Jefferson,
Mrs V Maud,
Mr A Quilter,
Mr A Rowbotham,
Mr A Sims,
Mr M Sykes,
Mr M Woods,
Mr C Edwards

Apologies: None

In attendance: Sgt Jason White, CSO Caroline Doidge, CSO Rod Caddy (Gwent Police), City Councillor R White, G C Thomas (Clerk), 6 members of public.

The minutes of the monthly Council meeting held on 2nd April were agreed to be a true record and signed by the Chairperson subject to the following changes:

*259 - (5th para) The Council agreed by majority to provide £12,000 to.....
(Councillor Kirstie Evans recalled that further information provided by Councillor Ham (4th para) included being advised that repairs of £28,000 were required by the Castleton Hall including asbestos work, gutter repairs and rewiring and that grants had been applied for but had not been successful).*

262 –Councillor Kemp-Philp stated that he believed the Marshfield Village Hall was not compliant with disability legislation and this should be clarified before the Council gave further grants.

1. Thanks to Council Members

Councillor Kirstie Evans proposed thanks to the previous Members of Marshfield Community Council for their dedication and in acknowledgement of the many years and many hours of their time they gave up on behalf of the community of Marshfield and Castleton. Councillor Evans said “ I know I speak for all new Councillors when I say that I hope they will continue to play an active part in the community and we would welcome working with them to bring our community together and make Marshfield and Castleton even better places for everyone.”

The Council unanimously agreed with this proposal.

2. Update on Planning Matters Relating to Ty Golau Farm and Church Lane

- (a) Application 11/0570 –MCC 660 - To Improve Access Trackways Across Farmland Raising Levels to Accommodate Modern Agricultural Equipment at Church Farm, Church Lane, Marshfield

The Clerk reported receipt of a letter dated 3rd May from Newport City Council that responded to questions raised by the Community Council, as noted in the minutes of the Planning Committee held on 3rd April.

The Chairman permitted members of the public to speak on this matter when the Council heard concerns about environmental issues and a contrary opinion to Newport City Council's view that the track does not cross the gas pipe line.

The Council agreed to refer the matter to its Planning Committee to decide on the next step.

(b) Ty Golau Farm

There were no updates relating to planning applications in the Ty Golau Farm area.

AR

MATTERS ARISING FROM THE LAST MEETING

3. Water on A48 at Castleton (Min 240(d))

Councillor Kirstie Evans noted that the water had come back and Councillor White suggested that it could be from a spring. Councillor Kirstie Evans agreed to report the matter to Newport City Council's call centre.

KE

4. Notice Board (Min 241)

Mr Chris Hemmings updated the Council on the expected delivery time. The Council agreed that Councillor Maud would take delivery of the board and that she should contact Mr Richard Lloyd of Newport City Council to arrange installation of the new metal posts and the erection of the new notice board at the same location.

VM

5. Request for Financial Assistance Towards Village Hall Grounds Maintenance (Min 244)

Councillor Sykes asked if the details on income received from Village Hall user groups had been received. The Clerk reported that nothing further had been received and the Council agreed that this information is no longer required.

6. Posts at Groes Corner (Min 246)

The Council agreed that Councillor Nathan Evans should contact the contractor to meet on site and obtain a quotation for the work as detailed in plans drawn up by Newport City Council. The Clerk was asked to provide the details of the project to Councillor Nathan Evans.

GT
NE

7. Village Hall Management Committee Representative's Report (Min 250(a))

The suggestion by the VHMC that the cost of Village Hall ground maintenance should be taken from the Community Council's council tax precept rather than the concurrent functions allocation was held over until the next Council meeting. The Clerk was asked to provide details to all Members.

GT

8. Village Hall Notice Board (Min 251)

Mr Chris Hemmings told the Council that he was the process of investigating prices for a suitable notice board from Grippit UK Ltd. The Council agreed that Councillor Kirstie Evans should explore the options and obtain prices from Grippit.

KE

9. Marshfield Primary School Asbestos (Min 253)

(Councillors Kirstie Evans and Maud declared an interest as school governors and withdrew from any decision made by the Council)

The Clerk reported that Marshfield Primary School had telephoned to suggest a meeting on 10th May to view the asbestos management records. This date had proved to be inconvenient.

The Council asked Councillor Kirstie Evans to update Members on this topic in her capacity as School Governor when she noted that responsible officials were satisfied with the asbestos management in the school. Mr Hemmings also explained the concerns of previous community councillors that led to the action that had been taken.

The Council agreed that Councillor Rowbotham should follow up the meeting offered by the school on behalf of the Community Council.

AR

10. Footpath Diversion (Min 254)

The Clerk reported that the details of the proposed diversion of Public Right of Way 399/38, 399/39(part) and 399/40 had not been returned from circulation and agreed to obtain a copy of details from Newport City Council.

GT

11. Castleton Baptist Church (Min 256)

The Secretary of Castleton Baptist Church wrote on 18th April to express their sincere thanks to the Council for its ongoing support.

12. St Marys' Parish Church (Min 257)

The PCC Treasurer for St Mary's Church wrote on 2nd May to thank the Council for its generous response to Father David's request for financial assistance.

13. Castleton Village Hall (Min 259)

The Secretary of the Castleton Village Hall wrote on 20th April to thank the Council for its donation to be used towards the refurbishment necessary-with the urgent work taking priority.

The Council agreed that Councillor Woods should approach the Castleton Village Hall Management Committee on behalf of the Council to request follow up on how the donation has been spent.

MW

14. New Residents Information Pack (Min 264)

Discussion was again deferred until the next meeting.

15. Improvements to Land at Groes Corner Min 265)

Discussion was again deferred until the next meeting.

16. Village Hall Junior Play Area Gates (Min 266)

The Clerk had contacted Wicksteed Ltd to ask for a visit to assess the fault and provide an estimate of any cost to repair. The company was not able to visit but asked for a written report and photographs to be sent to them, after which, they will assess the situation.

The Council agreed that Councillor Sims would provide this information to Wicksteed.

AS

17. CONSULTATION RESPONSE ON DEPOSIT LOCAL DEVELOPMENT PLAN 2012-2016

The Council agreed to pass this matter to its Planning Committee for a response to be formulated . The Clerk passed the letters received from Newport City Council to Councillor Rowbotham, Chairman of the Planning Committee.

AR

18. CORRESPONDENCE

There was no correspondence to be brought to the meeting.

FINANCIAL MATTERS

19. Village Notice Board

The Clerk presented a copy of the invoice from Grippit UK Ltd for £1080 that had been paid by Mr Hemmings on placing the order.

The Council agreed to reimburse Mr Hemmings £1080.

20. Council's Insurance Policy

Aon wrote to invite the Council to renew its policy with Allianz from 1st June for a premium of £2036.25. Councillor Kirstie Evans asked if other quotes could be obtained before deciding to renew but Members felt that, on this occasion, there was insufficient time to carry out the necessary research before the existing policy expired and agreed to renew with Aon. The Council agreed to pass on the details of the insurance to Councillors Kirstie Evans and Nathan Evans for comparative quotes to be obtained for information purposes for next year's renewal and that time should be built in before renewal to shop around.

21. Clerk's Membership of SLCC

The Clerk asked the Council if it would consider paying the membership fee of £83.00 for his membership of the Society of Local Council Clerks for 2012.

The Council agreed to pay the membership fee.

22. Payment of Audit Fee Requested by Mazars

Mazars wrote on 11 April and Wales Audit Office e-mailed on 27 April to say that they had considered the Council's points about the increased income due to a one-off payment and were unwilling to move from the standard banding method of charging. The payment of £660 inc VAT for the 2010/11 audit was requested. The Council agreed to pay the invoice for £660 inc VAT.

23. Marshfield Primary School PFA Community Week

(Councillors Kirstie Evans, Maud and Rowbotham declared an interest in Marshfield Primary School or the PFA and withdrew from any decision made by the Council)

Members considered a letter dated 30th April from Mr John Solosy of Marshfield Primary School Parents & Friends Association that asked for a donation of £2740 from Marshfield Community Council towards a Community Week event that is anticipated to cost just over £4000. The PFA together with the school and the communities of Coedkernew, Michaelston-y-Fedw, Marshfield, and St Brides, Wentloog are running the community week on the 1st to 7th July 2012 to reinforce and strengthen the ties between the school and the communities that it serves.

The Council asked Councillor Kirstie Evans to provide more information.

Members were unable to reach a decision about funding but decided to invite Mr Solosy to the next Council meeting when the matter would be considered again. In the mean time, the Clerk was asked to write to the PFA to request information about what else has been done to find partners to the event, what has been done to keep down the cost of the event and how will the PFA overcome any shortfall in funding.

GT

24. Precept & Concurrent Allocation 2012/13

Newport City Council wrote on 8 May stating that the Concurrent Allocation for 2012/13 is £7244 and the precept payment of £21885 will be sent out in three instalments in April, August and December.

The Clerk reported receipt of the April precept instalment - £7195

25. Cheques

101212	Aon Ltd – Council Insurance Policy	£ 2036.25
101213	Chris Hemmings – Reimb. village notice board	£ 1080.00
101214	G C Thomas – Clerk’s Salary, April (net)	£ 167.24
101215	HM Revenue & Customs – PAYE	£ 164.20
101216	G Thomas – Reimb. Internet connection	£ 18.00
101217	Mazars – 2010/11 audit fee	£ 660.00

26. Minutes of Committee Meetings

The Council approved and adopted the minutes of the following Committees, subject to the noted changes:

- i) Leisure Committee held on 3rd April 2012 –Page 3, the last line of the first paragraph beginning- ‘Mrs Evans stated.....’ to be deleted. Page 4, after second paragraph....’Play Groups and other surrounding schools.’ – insert ‘Councillor Kirstie Evans left the meeting’.
- ii) Allotment Committee held on 5 March 2012
- iii) Planning Committee held on 3rd April 2012

27. Equality Act 2010

Councillor Sykes told the Council that he had contacted the Equalities Commission for advice and the Clerk had received legal topic notes from One Voice Wales. A review of Marshfield Village Hall is ongoing. Relating to Council meetings, the Clerk advised that the venue of Council meetings should provide equality of access for those wishing to attend and that Council Members should not be disadvantaged by a disability when participating.

The Council agreed to write to One Voice Wales for further clarification on its responsibility for potential requirements of members of public who may attend Council meetings.

GT

ANY OTHER BUSINESS

28. Council’s Website

Members discussed the position with Mr Chris Hemmings who is hosting the website and acts as the administrator. Work done by Mr Gwyn Kemp-Philp when setting up the website had resulted in him being reimbursed for costs.

The Council asked the Clerk to provide details of the reimbursed costs.

The Council accepted Mr Hemmings offer to continue to host the website free of charge whilst the long term position is under consideration.

GT

29. Woodlands Picnic Area

A suggestion to create a woodland picnic are near Mallards Reach was passed to the Council's Leisure Committee for consideration.

Meeting ended 23:55

