

**Minutes of Rudbaxton Community Council**  
**held on**  
**Monday 14<sup>th</sup> October 2019**  
**in the**  
**Meeting Room, Community Hall, Crundale.**  
**at 7.30p.m.**

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**Present:** G.Bateman – Chairman  
B.Gillinder – Vice Chairman  
R.Moffat  
D.Lloyd  
G.Elcock  
A.Lowe,  
A.Devereux.

A.Bateman-Clerk to the Council

**Apologies:** S.V.Davies, Cty.Cllr. S. Yelland

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**44.19 MINUTES OF COUNCIL MEETING held 9<sup>th</sup> September 2019**

It was proposed by R.Moffat and seconded by D.Lloyd that the minutes be approved.

**45.19 MATTERS ARISING**

-20.19 Notice of Vacancy – The Clerk had received correspondence from interested parties for the current vacancies, who were both present at tonight's meeting. The council will consider the applications at the next meeting.

-23.19ii PC Thomas – The Clerk had made contact with PCSO Naomi Hicks and introduced herself. She gave a brief reason for making contact and some of the issues the villagers and councillors had and further to that, invited PCSO Hicks along to any of our monthly meetings. PCSO Hicks responded via email, she explained that the speed watch equipment was currently being calibrated. She gave her apologies as she wouldn't be able to make Octobers meeting, but stated she would see if her shifts would accommodate attending a subsequent meeting.

31.19 Tree Survey – The full report had been received and the Clerk reported its findings to the Council.

35.19i Noise from the hall – The community association had confirmed they had raised the matter with the hall users and they had subsequently given them notice.

41.19iii. Dingle lane – The Clerk wrote to the Highways manager Steven Benger, and his reply was reported back to the council. As Cllr Yelland was not present, Council decided to defer discussions until the next meeting until Cllr Yelland was present.

**46.19 ANNUAL RETURN OF ACCOUNTS 2018.19**

The Clerk reported that the Audit had now been completed.  
The auditor had drawn attention to the following matters in its report:

- i.. In future years the Council must publish the ‘Notice of Appointment of Date for the Exercise of Electors rights’ both electronically as well as on the notice boards.
- ii.. The Council had failed to adopt a set of Financial Regulations. The Auditor recognised the fact that The Clerk informed him they were currently under review and awaiting Council approval.
- iii.. The Council needs to ensure that Contracts for goods and services should be reviewed periodically and a new procurement process should be followed in accordance with its standing orders or financial regulations.
- iv.. Standing orders need to be reviewed every year. The Councils standing orders were last reviewed in 1999. the Auditor accepted that the standing orders were currently under review and awaiting Council approval.

*See Appx ‘C’ - Auditor report*

**47.19 REMEMBRANCE SUNDAY**

The Chairman wished to give his apologies as he is away out of the country and therefore is unable to represent the Council at this years village Remembrance Service. Vice Chairman BG has agreed to represent the Council and lay the wreath this year in the Chairs absence.

**48.19 REPORT OF THE CLERK****A) Correspondence****Emails**

16.09.19	National Parks Management Plan 2020/24
25.09.19	CAB – Invite to 80 <sup>th</sup> Birthday & Project launch
26.09.19	Highways – S.Benger – reply to Email sent.
27.09.19	Reply to letter sent Ref. Band complaint
30.09.19	Tree works – Tree survey
30.09.19	Paul Davies AM – September Newsletter
02.10.19	MaWWF – Draft Corporate Plan 2020/25
04.10.19	PCSO Naomi Hicks – Reply to email sent
08.10.19	MaWWF – Roadshows
12.10.19	Interest in Councillor Vacancies

**B) Planning**

**Applications**

**19/0570/PA**                      Construction of 7.3m wide access roads into sites B and C with 3m wide footpaths, lighting and attenuation ponds. Re-grading of existing landform on site B to create two level plateau areas for future development. Withybush Business Park.  
[18.09.19][12.11.19]  
[195844.757-217978.262]

**Decisions.**

**19/0395/PA**                      Develop hard surfaced path around former pond at Withybush Woods.

**- Conditionally Approved -**

**19/0452/PA**                      Extend existing roof structure to the side/rear of property to increase internal space/conversion of garage.  
10 Parkway Close, Crundale, Haverfordwest

**- Conditionally Approved -**

**19/0457/PA**                      Single storey lean-to extension at rear of property  
19 Rosemary Close, Crundale, Haverfordwest.

**- Conditionally Approved -**

**19/0495/PA**                      Two jet wash bays  
Haverfordwest Service station, Fishguard Road,  
Haverfordwest.

**- Conditionally Approved -**

**Other**

**Appeal Decision.**

**1 Greenwell Close, Crundale, Haverfordwest.**

**- Appeal Dismissed -**

### C) Financial matters

#### Receipts

NONE

#### Payments.

Treeworks – Tree survey	556.20	
<i>chq no:599</i>		
Target Toilet Hire	470.00	
<i>chq no:600</i>		
Scott McQuarrie	340.00	
<i>chq no:601</i>		
		<u>1366.20</u>

### 49.19 COUNTY COUNCILLORS REPORT.

Held over until next meeting due to Cllr Yellands absence

### 50.19 RUDBAXTON COMMUNITY ASSOCIATION REPORT.

A reminder that the Association will be holding their AGM on Monday 21<sup>st</sup> October.  
All welcome.

### 51.19 OTHER BUSINESS.

- i. Pavements – [AL] Enquiring as to the progress of the proposed pavements between Boot & Shoe Close and Rosemary Lane. Unfortunately, Cllr Yelland wasn't present to provide the Council with an update. AL also stressed how dangerous the strip from Rosemary Close to Elm Park was and stated he wanted to put forward a proposal for a pavement in this area.
- ii. Street Clean Board – [AL] Thought it was an eyesore and would prefer for it to be located somewhere else.
- iii. Notice of Forthcoming Meetings – [GE] It was felt that not enough notice was being given to forthcoming meetings. It was agreed the minutes would be sent out no later than 1 week before the forthcoming meeting.

The meeting closed at 9.05pm.

The next meeting will be on Monday 18<sup>th</sup> November 2019 , 7;30pm

Signed.....

Dated: 18<sup>th</sup> November 2019