Minutes of Rudbaxton Community Council

**held on**

**Monday 12h March 2018.**

**in the**

**Meeting Room, Community Hall, Crundale.**

**at 7.30p.m.**

**Present:**

**D.Lloyd - Chairman**

**Miss N Davies**

**Brian Gillinder**

**F.W.Jones**

**A.Lowe**

**R.Moffat**

**S Vincent Davies**

**Cty.Cllr. S.Yelland**

## G S Elcock – Clerk to the Council

**Before the commencement of business**

**FREDERICK WILLIAM JONES**

**formally signed his ‘Acceptance of Office’**

**as a Co-opted Council member.**

**Future of Withybush Woods**

**Prior to the main business of the meeting the future development and management of Withybush Woods was discussed.**

**The PCC were represented by Peter Howe – Regeneration Officer;**

**and Barry Cook – Head of Property.**

**PH explained that due to stringent financial constraints within the PCC there had been a need to re-appraise proposed projects.**

**RCC 12.02.18.**

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**This project had costs to date of £15 - £20k which were all internal costs associated with appraisal and design etc costs. It had been assumed that these costs would be recoverable from grants received from EU funding. However, this is not now the case as the body receiving the grant cannot take any of it’s own costs from the grant.**

**It was suggested that this could be overcome by the grant being held by another body – the Community Council could fit this requirement.**

**The EU grant is………….£128k.**

**Other potential sources of grant :**

**Better Woodland Wales - £12k;**

**Awards for All – Wales £10k;**

**Puffin Produce?;**

**Rotary Club?;**

**Rudbaxton Commnity Council?;**

**Haverfordwest Town Council had been approached for financial contribution but had declined.**

**Details of the total project Costs including the ‘cap’ on project planning costs, were outlined and are to be confirmed.**

**[see Appx ‘D ‘]**

**Community Councillors expressed their concerns:**

* **If the Council took control of grant monies would they then have to pay all professional and contractor costs from it? This could involve substantially additional work and responsibility for the Clerk/RFO.**
* **What would be the Insurance Implications?**
* **What would be the Audit implications?**
* **Would the Council be expected to take over other matters in the future?**
  + **Maintenance – ongoing;**

**- Unexpected costs – tree damage; path repairs; seat repairs; etc;**

* **Health & Safety requirements/responsibilities;**

**PH stated that the project could be a one-off exercise and Council responsibilities would cease once the project work had been completed.**

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**Councillors stated that they would further consider the matter when greater costing details were provided.**

**PH agreed to detail these to the Clerk.**

**PH also stated that the project may have to be abandoned if funding grants could not be managed by a body other than the PCC.**

**A survey carried out in 2016 indicated an annual footfall of 44,000.**

**The main business of the meeting followed:**

**68.17 Minutes of Council Meeting held 12th February 2018.**

## Proposed by R Moffat and seconded by B.Gillinder that the minutes be approved.

69.17 Matters Arising:

***-31.13.d.-ii Dingle Close – Pavements/Roads[SVD]***

**This matter remains unresolved. [SY]**

***-21.14c. Withybush Woods.[drainage from Puffin Produce into woodland]***

**This was discussed at a recent ‘tour’ of Puffin Produce by Community Councillors..**

**Puffin stated that they are ‘ready to go’ once they get clearance from the PCC.**

***-14.17.b. World War I – Centenery of end of War -2018.***

**SVD reported that further progress had been made in preparing a display to be held in the Community Hall later this year.[SVD]**

***14.17.c Griffiths Yard – off Rosemary Lane[AL].***

**Concern was expressed at the continuing deposit of waste materials adjacent to Rosemary Lane.**

**SY advised that the site is yet to be visited by a planning enforcement officer. [SY]**

**RCC 12.02.18.**

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***-14.17.e. Road side seat – Cardigan Road.***

**Off-site restoration work has been completed.**

**Seat will be reinstated as soon as possible. [GSE]**

***-21.17.b. Hedgebank – Fairbush – Cross Lane.[SVD]***

**This work has now been completed by PCC.**

***-36.17.ii. Footpath - rear of PCC depot Withybush.[DL]***

**Still no improvement to date. [SY]**

***-60.17.i. Elderly at Christmas-BG***

**No facts established at the present time.**

***-60.17.iii. Abbatoir – Withybush East Trading Estate – SY***

**No formal planning application received to date.**

***-60.17.iv. Withybush Trading Area – Roads and Pavements – GSE***

**SY advised that there were no plans to resolve this matter**

**at the present time!!**

***-67.17 i Puffin Produce Ltd – Visit to premises by Councillors. SY***

**Visit took place on 5th March and was attended by four Councillors, the Clerk,; and County Councillor.**

**Members found the ‘tour’ informative and enlightening.**

**SY was thanked for making the arrangements.**

***-67.17 ii Cycle Path – Ashford Park to Rosemary Land – SY***

**Progress was being made with discussions having been held with the land owner**

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**70.17 FINANCE. [Appx ‘A’ & ‘B’ ]**

**a. RECEIPTS & PAYMENTS**

**Receipts None**

**Payments. Clerk –Salary Sept ’17 to March ‘18 £973.66**

**71.17 PLANNING MATTERS.**

**Applications**

**17.1135.TF Tree Felling –16 Dingle Lane, Crundale**

**[Davies]**

**[30.01.18][26.02.18]**

**Decisions.**

**17.0921.DC Discharge of conditions 3 & 5**

**of planning permission 17.0334.PA**

**Cold Store & associated works,**

**Land at Withybush**

**[Puffin Produce] [ 195910.217439]**

**[20.12.17][14.02.18]**

**Approved.**

**17.0934.PA Erection of Temp Classroom**

**Bethlehem Baptist Chapel, Crundale.**

**[21.12.17][16.02.18] [198904.221071]**

**Approved.**

* 1. **CORRESPONDENCE.**

**PCC Regulation of Horse Drawn Omnibuses. E.mail 15.02.18**

**PCC Sustainable Dog Control & Welfare. 13.03.18**

**CHC Non-Emergency patient transport services:**

**the picture across Wales 23.02.18**

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**BCW Local Democracy and Boundary Commission e.mail 23.02.18**

* **ongoing review - update.**

**OVW/NALC Legal Briefing e.mail 00.02.18**

**General Data Protection Regulation**

* **summary of main provisions.**

**IRPW Independent Remuneration Panel for Wales e.mail 00.02.18**

* **Annual Report 2018.**

**IRPW Round Table Discussion – Clerks e.mail 00.03.18**

**- Carmarthen University – 11th April 2018.**

**PaulDavies Newsletter February 2018. e.mail 25.02.18**

**AM**

**OVW Membership 2018/19 12.02.18**

**Cruse Bereavement Support Charity**

**Request for Financial Assistance 20.02.18**

**Kidney Walk for Life – April/June 2018. 22.02.18**

**-Wales**

**Children’s Request for Financial Assistance. E.mail 00.03.18**

**Wales Air**

**Ambulance**

**LDBC-Wales Guidance for Principal Councils on the**

***(OVW*) Review of Communities – Local Democracy and**

**Boundary Commission Wales. e.mail 07.03.18**

**Wales Audit Survey of all Welsh Town & Community Councils e.mail 08.03.18**

**Office**

**OVW Training – Devolution of Services//**

**Community Asset Transfer e.mail 08.03.18**

**Picton Centre, Haverfordwest**

**Tuesday 20th March 2018 6.30 – 9.00pm**

**YFC-Pembs Request for Financial Assistance 05.03.18**

**Ashford Park Concern at parking of non private vehicles e.mail 00.03.18**

**Overnight**

**RCA re. Toilets 2018 season 00.03.18**

**RCC 12.02.18.**

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**73.17 Community Association Report.**

**SVD reported that the RCA had made application to the Rudbaxton Parish Education Fund for a grant towards the redevelopment of the play area.**

**74.17 Other Business**

**i. Parish Litter.**

**It was now planned to carry out a litter pick on Sunday April 15th - 10am The Community Association will arrange an e.mail to known parties in the Association and the Council. [SVD]**

**The required equipment/protection will be provided by the PCC.**

**[SY]**

**Initially collection will be concentrated within the 30mph limits.**

**ii. Vehicle Parking – Ashford Park [GSE]**

**It was noted that a number of the new properties have company vehicles[i.e. ‘vans] parked outside normally in the allocated space in front of the property. However, it is believed that the properties have ‘covenants’ prohibiting the parking of any vehicle other than private use vehicles.**

**It was agreed to write to Millbay Homes to establish if such a covenant was placed on the properties.**

**iii. Summer Toilet Facilities – Play Area[GSE]**

**RCA are in process of arranging. Members confirmed that the Community Council would pay for the facility as provided within the Council’s budget.**

**The meeting closed at 9.20pm.**

**Signed………………………………… Dated: 9th April 2018.**

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**34.4KB/.1173**

**APPENDIX ‘B’**

**Minutes 12.03.18**

**II. Jenkin’s Legacy Account.[a/c: *01945384***

***This account was set up in accordance with minute 09.08 –[60/07.iv] dated 11th February 2008.***

***The ‘Jenkins Legacy’ account is a Treasurers Current Account separately accountable from the Community Council Business Account.***

***This account is not accountable as part of the audited Council accounts.***

***The account can be used to support the most promising sportsman or sportswoman resident within the Community. Payments are not necessarily conditional upon the interest received upon the original legacy of £1000. The account is managed by the Community Council and it’s Councillors.***

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***NB. New Current a/c set up 13.04.15 – ref. 71119468***

***£250 tf from a/c 01945384 to a/c 71119468 – 13.04.15***

***Remaining bal. from 01945384 - £768.09 to a/c 71119468 – 05.05.15.***

***Treasurers Account – Jenkins Legacy: 71119468***

**13.04.15 tf in from Bus, acc. 250.00 250.00**

**05.05.15 tf.in from Bus.acc 768.13 1018.13**

**05.05.15 Ch.001 Lydia Thomas 250.00 768.13**

**05.05.15 Ch.002 Kemsley J K Mathias 250.00 518.13**

**21.07.15 Int.Tf Int.from prev.acc. 0.03 518.16**

***Business Account – Jenkins Legacy: 01945384 - Nil Balance after 05.05.15.***

**09.11.15; 14.12.15; 11.01.16; 08.02.16; 14.03.16;11.04.16;23.05.16;07.16;09.16;10.16;11.16;12.16;01.17;02.17;03.17;04.17;**

**22.05.17; 10.07.17;11.09.17;09.10.17;13.11.17;11.12.17;01.18;02.18;**

**APPENDIX ‘A’**

**FINANCE**   **Rcc Meeting 12.03.18**

**I. Accounts.**

**a. Balances c/f @ 08.02.18 (a+b-c)**

**Treasurers Account 5861.28**

**Business Account - Council 12000.00\* 17861.28**

**b. Receipts NIL**

**c. Payments.**

**GSElcock-Salary – 01.10.17 – 31.03.18**

**[incl adj.04/16-03/18]**

***Ch.561* 973.66**

**16887.62**

**d. Balances c/f @ 12.03.18 (a+b-c)**

**Treasurers Account 4887.62**

**Business Account 12000.00\* 17861.28**