Minutes of Rudbaxton Community Council

**held on**

 **Wednesday 23rd May 2018.**

**in the**

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

**at 7.30p.m.**

**Present: Miss N Davies- Chairman**

**A.Lowe – Vice Chairman**

**A.Devereux**

**B.Gillinder**

**W.Jones**

**D.Lloyd**

**R.Moffat**

**S.Vincent-Davies**

**Cty.Cllr. S.Yelland**

## G S Elcock – Clerk to the Council

**The Clerk advised that David Griffiths, a past Member of this Council**

 **had died recently.**

 **He had served on the Council from June 2004 to May 2008.**

**10.18 Minutes of Council Meeting held 9th April 2018.**

##  Proposed by S Vincent Davies and seconded by A.Lowe that the minutes be approved.

11.18 Matters Arising:

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

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

***rcc – 23.05.18***

**Page 1 of 6**

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

**SY advised that further investigations, to positively identify the source of the problem, are now to be carried out by a professional drainage engineer. [SY]**

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

**NRW are yet to report on this matter. [SY]**

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

**No improvement to date.**

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

**Nothing further to report at the present time.**

***-74.17.ii. Vehicle Parking – Ashford Park [GSE]***

 **Response still awaited.**

***-03.18 Review of Withybush Woods Proposals.***

**SY advised that funding may now be available but this is to be confirmed.**

***-04.18 Community Litter – working party.***

**This had been carried with 16 volunteers collecting 29 sacks of rubbish in the Crundale area only.**

***-09.18b. Landfill site.,Rudbaxton – gas emissions[AL]***

**There had been no further incidents.**

***rcc – 23.05.18***

**Page 2 of 6**

**12.18 FINANCE. [Appx ‘A’ & ‘B’ ]**

**a. RECEIPTS & PAYMENTS.**

**Receipts Precept no.4 – 2017/18 2000.00**

**Payments.**

 **Scott McQuarrie – Grass Cutting 340.00 *Inv. 279 - 23.04 – 28.04; 07.05 – 12.05*  ch.564**

 **Target Toilets/Disposals Ltd 112.50**

 ***Toilet Hire-Inv.109; - 29.03 – 03.05***

 **ch.565**

 **BHIB – Insurance Brokers 199.93 652.43**

 ***Annual Renewal - 01.06.18***

 **ch.566**

**b.. AUDIT OF ACCOUNTS 2017.18**

**The Clerk confirmed that the Internal Auditor had completed his audit of the Council’s Accounts.**

**It was a requirement that the Council approve the *Statement of Accounts and the Annual Governance Statement*, details of which were read out to the Council.**

1. ***Section One – Accounting Statement 2017.18***

A copy of this Section was presented to the meeting and was duly approved by all members present.

1. ***Section Two – Annual Governance Statement.[Part 1 ]***

**Details of this Statement were read out by the Clerk/RFO. All members present acknowledged their responsibility for the preparation of the Accounts and duly approved the *Annual Governance Statement* as presented.**

The Chairman signed ‘Approval by the Council’ in respect of the foregoing.

The Clerk/RFO signed the ‘Certification by the RFO as required.

***The Councils accounts will be submitted for External Audit by the due date of 17th June 2018.***

**Page 3 of 6**

**13.18 PLANNING MATTERS.**

**a. Applications**

**18.0073.TF Tree Surgery –17 Elm Park, Crundale**

 **[22.03.18]**

**18.0073.TF Tree Surgery –18 Elm Park, Crundale**

 **[22.03.18]**

**18.0130.PA Proposed Garage and first floor storage.**

 **Plot 34, Dingle Close, Crundale.**

 **[Adrian Moore]**

 **10.05.18][08.06.18]**

**In considering this application members were aware of local opinion.**

**The Council considers that the proposed Garage & Storage are:**

* **Disproportionate to the existing property.**
* **The entire building appears to be forward of the existing building line.**
* **It’s height and position will impede natural light to neighbouring properties in Dingle Lane. whose rear gardens back to this property.**
* **It is not clear as to provision for surface water run off from the proposed building.**

**b. Decisions.**

**17.1281.TF Tree Surgery –50 Elm Park, Crundale. [22.03.18]**

**- APPROVED –**

**14.18 CORRESPONDENCE.**

**PCC Prendergast Junior School**

 **Vacancy for Community Governor**

 **There was no nomination from the Council.**

**PCC Rights of Way Improvement Plan**

* **Timetable & Terms of Reference 00.03.18**

**Hywel Dda Proposed Changes. 00.04.18**

* **‘Our Big NHS Change;**
* **Drop in Events.**

**Page 4 of 6**

**OVW General Data Protection Regulation[GDPR] 19.04.18**

 **Guidance Notes on Action Required.**

**CAB Annual General Meeting - 27th June 2018 e.mail 15.05.18**

* **Picton Centre Haverfordwest**

**Paul Sartori Volunteers Required – Posters 24.04.18**

**Bobath Request for Financial Support 17.04.18**

**Childrens**

**Therapy Centre.**

**15.18 Community Association Report.**

 ***i. World War I – Centenery of end of War -2018.***

**SVD reported that all display boards had now been completed.**

**If new material becomes available further boards will be created.**

**The display in the Community Hall will open on the 2nd June 2018 at a ‘Family Day’ event and these will remain on display until Remembrance Day 2018..**

 ***ii.Play Area Re-development.***

**SVD reported that the RCA had been successful in it’s bid for funding from the *Rudbaxton Parish Education Fund* . This together with funding from the *Landfill Site Funds* will now allow the proposed changes to go ahead later this year.**

**16.18 Other Business**

**a.. Community Council Records – County Archives[GSE]**

**The Clerk advised that records transfer to the County Archives was made on 11th April 2018. [ *Archive ref. 5519 / 5520*]**

**Details of the records transferred are shown in Appx: c; d; e.**

**These records have been ‘donated’ to the archives but will always be available for reference by prior arrangement Appx: c; d; e**

**b. British Legion – Spittal and District Branch [DL].**

**D.Lloyd advised that he anticipated that the flag would be made available for the Remembrance Service in the Parish this year, but it would then be ‘laid up’.**

**Page 5 of 6**

**c. SpeedWatch.**

**The camera was now available**

**Further surveillance could now take place.**

1. **Clerk’s Retirement.**

**The Clerk advised that he had prepared a poster to advertise the vacancy. He had also drafted a ‘Job Description for the post.**

**It was agreed to display the vacancy on all community notice boards and at the Post Office.**

**It was also agreed to circulate it to neighbouring Community Council Clerks.**

**The meeting closed at 9.20pm.**

**Signed………………………………… Dated: June 2018.**

***rcc – 23.05.18***

**Page 6 of 6**

**36.9KB/.957**