**KILGETTY, BEGELLY COMMUNITY COUNCIL (KBCC)**

Full Council Meeting held at Kilgetty, Begelly Community Centre, Kilgetty at 7.00pm.

Thursday 12 March 2015

DRAFT MINUTES

**Present:**

Cllr Trevor Andrews (Chair)

Cllr Diane Lockley (Vice-chair)

Cllr David Anderson

Cllr Kimberley Barnes

Cllr Terence Gardner

Cllr Ann Pendleton

Cllr Janet Ward

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present.

**1. Apologies**

None.

**2. Declarations of Interest**

None given at this point.

**3. Guest: Paul Harries, Head Teacher, Stepaside School.**

Cllr Andrews welcomed Mr Harries to KBCC. Mr Harries outlined his vision and aims for Stepaside School, in particular, those around ensuring pupils enjoyed attending school; developing ex-curricular activities, including sport; encouraging parents to participate and to have an open dialogue with them and ensuring Stepaside School worked closely with all local community and sports groups. Cllr Lockley expressed an interest in the School Council. Mr Harries agreed to attend future meetings of KBCC, whenever possible.

**4. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 12 February 2015.**

Cllr Anderson proposed that the draft minutes of the Full Council Meeting held on 12 February 2015 be accepted as a true and accurate record, seconded by Cllr Lockley. Vote taken – 5 in favour, 2 abstentions.

**861**

**5. Matters Arising from the Minutes of the Full Council Meeting held on 12 February 2015.**

**853 – Litter and train access issues at Kilgetty Railway Station:** Cllr Anderson reported that litter had still not been cleared from Kilgetty Railway Station. Clerk was asked to chase up Network Rail.

**853 – Begelly issues –** Councillors noted that the sinking road outside *Begelly Beads* had been repaired by Pembrokeshire County Council (PCC).

**855 – Receiving hard copies of planning applications –** County Cllr Pugh confirmed he had raised the issue at County Hall and awaited feedback – possibly from the new head of Planning.

**860 – Cleaning of footpaths/pavements** Clerk read out response from Rob Evans, PCC, which covered footpath maintenance. PCC confirmed that they carried out footway repairs once defects had been reported, usually by their Safety Inspectors. Works were assessed based on defect severity and pedestrian volumes. PCC asked if KBCC’s request for information related to the recent inspection of the footpath at Fir Grove. Cllr Anderson confirmed this point. Clerk was asked to see if PCC would be able to share a copy of the report (following the recent survey of the footpath at Fir Grove) with KBCC. See also item 19 below.

**6. Action Tracking**

The Clerk handed out a copy of the latest action tracking note and a copy is attached to these official minutes of the meeting.

* **Reduction in speed limit to 30 mph from Folly Farm –** Review April 2015.

* **Footpath widening in Begelly (Fir Grove area) footpath maintenance in Begelly –** Review April 2015.
* **Replacement and re-siting of Begelly Bus Shelter (outside Begelly Stores) –** no further news. Review April 2015.
* **Renovation and upgrading of Community Centre by Valero –** County Cllr Pugh reported that he had exchanged emails with Valero. Valero’s Volunteer Council was now unable to undertake any work due to the dilapidated nature of the Community Centre but was prepared to make a moderate contribution toward any work. County Cllr Pugh has been sent an application for such funding, estimated to amount to £3k, plus materials. Cllr Anderson wondered if John Keeler might be interested in the work and welcomed any quote from him. County Cllr Pugh said that Folly Farm had offered help with paint costs but that he awaited a further response from

**862**

 Valero. Cllr Andrews confirmed that KBCC could also consider contributing

 toward these costs. Review April 2015.

* **Improvements to traffic flow through Kilgetty (Carmarthen Road) –** PCC consultation awaited. Review April 2015.
* **Potholes in GP surgery car park –** No change.Review April 2015.
* **Remedial work to Kilgetty Play Area, including Rope Walk –** see item 10 below. Review April 2015.
* **Hanging baskets in Kilgetty and Lamp timer (outside Montrose Cottage) –** see item 11 below.Review April 2015.
* **Men’s Shed in Kilgetty (MSK) – see item12 below**. Review April 2015.

**7. Planning**

Full Council considered the following planning applications;

* **14/0930/PA –** Change of Use of 6 bed dwelling to 1x3 bed and 1x2 bed dwelling at Kilvelgy Farm House, 20 Kilvelgy Park, Kilgetty SA68 0TZ. Cllr Ward proposed recommending approval of this application, seconded by Cllr Pendleton. Vote taken – all in favour.
* **14/0983/CL –** Certificate of Lawfulness for Occupation of Dwelling in Breach of Agricultural Occupancy Restriction, at Oakley Rose, Thomas Chapel, Kilgetty. SA68 0XG. Cllr Anderson proposed recommending approval of this application, seconded by Cllr Pendleton. Vote taken – all in favour.
* Pre planning consultation submitted by Telefonica UK Ltd and Vodafone Ltd for an upgrade to the Base Station Installation at CTIL 121265, VF 01035, TEF N/A at Begelly, Kilgetty SA68 0XA. Cllr Gardner proposed that no objections be made to these pre-planning proposals, seconded by Cllr Barnes. Vote taken – all in favour.

Other planning notices were noted by Full Council.

**8. County Councillor’s Report**

County Cllr Pugh provided the following update;

* A meeting to discuss PCC’s future plans for the funding of some School Crossing Patrols in Pembrokeshire, including the patrol outside Stepaside School, was to take place on 20 March 2015. County Cllr Pugh confirmed he would be attending. Cllr Lockley recommended that the Stepaside School Council, get involved.

**863**

* A local resident had complained about PCC’s application to the Welsh Government for the removal of around 1.7 acres as Common Land near to Kingsmoor travellers’ camp. WG decision awaited.
* County Cllr Pugh highlighted the recent flyers distributed by Pembrokeshire Housing about the affordable homes in Valley Road, Saundersfoot, for the local community. KBCC’s area was included as part of the ‘local community’.
* PCC was continuing to look at the legalities around withdrawing disabled parking bays outside the Co-operative and other bays further along Carmarthen Road, Kilgetty. A consultation process will eventually follow and KBCC would be part of this consultation.

County Cllr Pugh was thanked for his report.

**9. Accounts for payment**

Clerk brought forward the following accounts for payment; Cllr Lockley declared a prejudicial interest in the fourth item below.

Ian Morris – salary and office costs £ 349.02

HMRC (PAYE) £ 76.00

Leon Baines (remedial work to fence, gates at play area) £ 520.00

Diane Lockley (mileage costs for official business) £ 23.40

**Total £ 968.42**

Cllr Ward proposed that all these payments be made, seconded by Cllr Gardner. Vote taken – 6 in favour. Cllr Lockley did not vote.

**10. To consider the recently completed Annual Inspection of Kilgetty Play Area and other remedial work at Kilgetty Play Area.**

Members discussed the Annual Inspection Report sent by PCC. Clerk handed out a summary of the main observations and recommendations. Some of the issues around fencing and gates had now been rectified by Leon Baines. Council noted that there were drainage problems in the area of the swings and that a soak away was needed. County Cllr Pugh volunteered to investigate the problem with a specialist company. The trim trail (aka multi-gym) had also been highlighted in the report, with wood rotting and some other defects. After a general discussion, Full Council asked Cllr Anderson to speak with Karl Butler (T/A *Dig It Garden Services*) to see if he would submit a quote to KBCC for any work he could undertake around treating the wood and repairing some of the equipment. Cllr Anderson borrowed the Inspection Report for this purpose. Cllr Andrews understood that PCC was now offering some financial support for play area improvements. County Cllr Pugh was unaware of such funding.

**864**

**11. To consider an update on the installation of artificial hanging baskets in Kilgetty.**

Cllr Lockley reported that Tim Lewis, *Commercial Christmas (CC*), had not responded to her request for information that was needed to complete the relevant application form for PCC, seeking approval to hang baskets in Kilgetty. Cllr Anderson confirmed that BKCA had confirmed their choice of baskets (all the same design). Cllr Ward suggested that some variation to the content of the hanging baskets be approved. Cllr Lockley mentioned that she had also asked Mr Lewis about the lamp post timer and socket and whether *CC* could install. Clerk confirmed he had also sent a chase up email about this matter. No response again. Members agreed to discuss at next month’s meeting.

**12. To consider an update on the Men’s Shed in Kilgetty (MSK) initiative.**

Cllr Ward summarised the Minutes of the latest MSK meeting. MSK membership now stood at 5 and Andy Smith was their new Chairman. MSK had one or two queries about the KBCC office unit and these were clarified (electricity meter and possible future improvements to the office unit). If MSK proved successful, an approach about using ‘The Bungalow’ may follow. Cllr Anderson highlighted some of the recent health and safety work undertaken at the Centre, including on doors in the bungalow. Cllr Ward confirmed that MSK’s next meeting was on 8 April 2015 at 7pm in the Begelly Arms. Clerk was asked to mention this meeting in the Press Release and on the website. Clerk said he had, as requested by Full Council at their February 2015 meeting, drafted a short agreement between KBCC and MSK for the use of the office unit. Members agreed to discuss at the April 2015 meeting.

**13. To consider an update on the casual vacancy in Kilgetty Ward.**

Clerk confirmed that the appropriate notice had been displayed in the community notice boards. The deadline for local electors to call for an election to fill the vacancy was due to expire on 13 March 2015 and so he would update Members on the latest position at the April 2015 meeting.

**14. To consider news items for the KBCC website**

Cllr Lockley said that she was continuing to develop useful information pages for the website and read out her draft Contents page. Clerk was asked to see if PCC could provide any information about the number of ‘hits’ the KBCC pages were receiving. Cllr Anderson provided details of the following events for the Clerk to place on the website;

* Village spring clean on 21 March 2015 from 10.00am
* Harriet Davis Trust Table Top Sale 28 March 2015 at 10.00am (Community Centre)

**865**

* Kilgetty in Bloom Judging Day 8 July 2015. Application forms available soon from some businesses in Kilgetty.

 Website address is: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)

**15. Community Centre Report.**

See item 6 above.

Cllr Barnes left the meeting at this point (9.00pm).

**16. Begelly-Kilgetty Community Association (BKCA) Report.**

Cllr Anderson reported the following;

* The lock on the double gates into the Common had now been replaced.
* Graham Peek, Pembrokeshire Coast National Park Authority (PCNPA) had attended BKCA’s latest meeting and had talked about the Wild Flower planting. A survey had been undertaken by BKCA and a preferred mix of annuals and perennials had been favoured. A wild flower area would be sited in the play area where younger children could take responsibility.
* A defibrillator had been purchased for £1,400 by the Vintage Tractor Group and this was currently located in the White Horse. A re-siting to the Chemist was favoured but this will cost another £250. A ‘training‘open day in the Community Centre could be arranged, if necessary.
* As mentioned at item 14 above, the Kilgetty in Bloom judging day would be 8 July 2015.
* The Book Sale held on 7 March 2015 raised around £100. In due course, further book sales will be arranged.

**17. Correspondence**

Cllr Andrews brought forward the main items of correspondence;

* 2 emails from Margaret Moffat about Japanese Knotweed growing on the Common. Matthew Tebbutt, a local expert resident who works for the PCNPA, had offered to eradicate the plant free of charge. Cllr Gardner proposed that KBCC ask Mr Tebbutt to carry out this work but that KBCC would pay for the materials, up to a maximum of £100. Seconded by Cllr Ward. Vote taken – all in favour.
* PCC letter about a review of some School Crossing Patrols (including Stepaside School) and a consultation meeting to be held on 20 March 2015. Cllr Lockley took away these papers.

**866**

* Pembrokeshire Housing letter about affordable homes in Valley Road, Saundersfoot.
* Details from One Voice Wales about future training for councillors.
* PCC email about a Civic Amenity Site Consultation (on opening hours) including Crane Cross.
* Welsh Government email about Audit process

All other correspondence was brought forward by Cllr Andrews and noted by Councillors.

**18. Emergency items and other outstanding issues before Council**

None.

**19. Any Other Business**

Cllr Anderson reported that he had been approached by a BKCA colleague about a suggestion to improve the centre of the roundabout on the A477/A478 at Begelly. Ideas touted included placing advertising features on the roundabout promoting the area (‘Welcome to Pembrokeshire’ type boards). County Cllr Pugh said he had also raised this matter at PCC. KBCC Members had mixed views on such a proposal. Cllr Andrews suggested that this be discussed at the April 2015 meeting.

Cllr Pendleton said that she had witnessed the ‘Mechanical Brush’ undertaking street cleaning in Reynalton on 4 March 2015.

Cllr Lockley informed Members that the Clerk had been having continuing problems with his printer and that this had now failed. Clerk said he had been loaned a printer by Manorbier Community Council which was working well. Councillors suggested that the Clerk get some quotes for printers that he could use for KBCC work and discuss at the April 2015 meeting.

 There being no further business, the meeting closed at 9.37pm.

Kilgetty, Begelly Community Council

March 2015

**867**