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

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

Thursday 9 July 2015

DRAFT MINUTES

A Public Participation session was held between 7.00pm and 7.10pm.

**Present:**

Cllr Trevor Andrews (Chair)

Cllr Diane Lockley (Vice-chair)

Cllr David Anderson

Cllr Ann Pendleton

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present, from 8.00pm.

**1. Apologies**

Cllr Kimberley Barnes, Cllr Terence Gardner and Cllr Janet Ward.

**2. Declarations of Interest**

None.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Annual Meeting held on 11 June 2015.**

Cllr Anderson pointed out that Cllr Andrews had confirmed that boarding steps had now been provided at Kilgetty Railway Station and not him (883). Cllr Andrews confirmed that a bullet point on page 885 needed to be deleted (Hanging baskets and lamp timer) and Cllr Lockley confirmed that ‘bank’ should be replaced with ‘drainage ditch’ at item 19 on page 889. Cllr Anderson proposed that the draft minutes of the Full Council Meeting held on 11 June 2015 be accepted as a true and accurate record once these amendments had been made, seconded by Cllr Lockley. Vote taken – all in favour.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 11 June 2015.**

**883 – Litter and train access issues at Kilgetty Railway Station:** Cllr Anderson reported that the new boarding steps had now disappeared.

**884 – Pot holes in GP surgery car park:** Councillors noted that this work had been completed by the Co-operative. Clerk was asked to send a note of

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thanks to the Co-operative.

**884 – Men’s Shed in Kilgetty (MSK):** Clerk confirmed he had sent a signed copy (by both parties) of the underlease agreement to MSK. Cllr Anderson said that Tom Price had offered use of his trailer in the move of KBCC cabinets and papers to The Bungalow. Cllr Anderson agreed to liaise with Tom Price and the Clerk in this regard. Clerk was asked to get another key cut for the interior door in the office unit.

**884 – Control of Horses (Wales) Bill:** Clerk confirmed that no response had yet been received from the Charity Commission in response to his email querying ownership of Miner’s Field. Cllr Anderson reported that County Cllr Pugh had met with the gypsy community and they had agreed to remove horses from Miner’s Field in due course.

**890 – Cutting of grass bank at junction of Ryelands Lane and Carmarthen Road, Kilgetty:** Cllr Andrews and the Clerk confirmed that this had been undertaken by Pembrokeshire County Council (PCC) and that the Clerk had sent an email of thanks to Glenville Codd, PCC.

**5. 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 Thomas Chapel junction/Footpath widening in Begelly (Fir Grove area); footpath maintenance in Begelly and replacement and re-siting of Begelly Bus Shelter (outside Begelly Stores) –** As County Cllr Pugh was not present at this point, Members agreed to review in August 2015.
* **Renovation and upgrading of Community Centre –** Members agreed toomit reference to Valero and review in August 2015.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) –**

Members agreed to review in August 2015.

* **Potholes in GP surgery car park –** Co-operative Group had now completed their work and Members agreed to remove from Action Tracking.

* **Remedial work to Kilgetty Play Area, including Rope Walk –** Clerk reported that he had spoken with Karl Butler and he was due to complete the remedial work the following week. Mr Butler had also requested to cut The Common in August. Members agreed and asked the Clerk to liaise with Cllr Anderson and Karl Butler about entry to The Common. Review August 2015.

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* **Purchase and installation of a lamp timer and socket (outside Montrose) -** Clerk reported that he had spoken with Tim Lewis, *Commercial Christmas (CC).* Mr Lewis had confirmed that he would undertake this work in around 4 weeks time.
* **Artificial hanging baskets in Kilgetty –** Clerk confirmed that he had withdrawn the application to PCC to hang the artificial baskets in Kilgetty, due to no image of the brackets being provided by *CC*. Cllr Lockley reported upon the brackets used in Templeton. Members agreed to remove from Action Tracking.

**6. Planning**

Full Council considered the following planning application;

* **15/0326/PA – Demolish part of existing wall and re-erect at 30 Ryelands Lane, Kilgetty.** Cllr Lockley wondered if there was a sight line/visibility issue with the erection of the higher wall for vehicles turning in and out of Ryelands Way. After a brief discussion, Cllr Lockley proposed that this application be recommended for approval providing there were no sight line/visibility issues. Seconded by Cllr Anderson. Vote taken – all in favour.

Other planning notices were noted by Full Council. Cllr Andrews reported that Mill Bay Homes had been advertising the Kilgetty development of 55 new homes, discussed last month. He had spoken with the company who had reported that they were “still awaiting detailed planning permission but as the proposal had been approved in the Local Development Plan there would be no problems”. Cllr Andrews also reported that the company told him that they hope to start work in August 2015. Members considered that this advertising was a bit premature (particularly so following the strong concerns expressed by local residents at the public participation session held last month) as detailed planning permission had not yet been granted and asked the Clerk to draw this advertising aspect to the attention of PCC.

**7. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary £ 312.00

HMRC (PAYE) £ 78.00

BDO LLP – Annual Audit fee £ 246.00

Matthew Tebbutt – chemical costs for treatment of knotweed £ 81.05

Karl Butler (T/A *Dig It Garden Services*) – grass cutting £ 197.50

**Total £ 914.55**

Cllr Pendleton proposed that all these payments be made. Seconded by Cllr Lockley. Vote taken – all in favour.

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County Cllr Pugh joined the meeting at this point (8.00pm).

**8. County Councillor’s Report**

County Cllr Pugh provided the following updates;

* Pot holes had now been filled by The Co-operative in the surgery car park.
* Cllr Pugh had met with the Gypsy community on 12 June 2015 mainly to discuss illegal horse grazing in Kilgetty. He had shown the plans regarding ownership of The Common to them and these demonstrated that there were no grazing rights. No other land suitable for grazing locally could be identified. Various other options had been discussed but none agreed. Horses had now been removed from The Common and those in The Miner’s Field were due to be removed once the foal was able to be moved. KBCC to consider getting a combination lock for the gate at that time. PCC hope to set up a Gypsy Liaison Group in Kilgetty in due course. Stationing of a heritage gypsy caravan in the Community Garden had also been discussed.
* Mill Bay Homes had asked for suggestions for names of two new roads that would form part of the new 55 home development in Kilgetty. KBCC councillors did not wish to comment.
* No news on various work proposed in Begelly or on the improvements to traffic flow in Kilgetty. (see Action Tracking.)
* Cllr Pugh was still investigating the removal of the litter bin alongside the bus stop in Carmarthen Road, Kilgetty.
* PCC would be holding an Extraordinary Meeting on 17 July 2015 at which the appointment of their new CEO would be announced.

**9**. **Bank reconciliation for Quarter One – FY 2015/16.**

Clerk handed out copies of the bank reconciliation for Quarter One of FY 2015/16. This showed an overall balance of £38,181.67p. Members noted.

**10. To consider and approve the completed Annual Audit Return for 2014/15.**

Clerk reported that KBCC’s external auditors, BDO LLP, had now completed their report and had confirmed that no matters had come to their attention which required the issuing of a separate issues report. Cllr Andrews proposed that KBCC now approve and accept the Annual Return for 2014/15. Seconded by Cllr Pendleton. Vote taken – all in favour. Clerk confirmed he would now display the appropriate Notices of Conclusion of Audit for 14 days in the community notice boards.

**11. To consider nominations for the Birthday 2016 Honours List.**

Clerk reported that the Welsh Government had now called for Honours

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nominations for the Birthday 2016 Honours List. Members agreed to not nominate on this occasion.

**12. To consider an update on remedial work at Kilgetty Play Area and approve further repairs.**

Clerk reported that Karl Butler would be completing the remedial work the following week but also reported that PCC had now drawn KBCC’s attention to damage to the rope on the ‘Cargo Net’. After a brief discussion, Cllr Lockley proposed that the Clerk ask Karl Butler (*T/A Dig It Garden Services*) to remove the rope and fittings to ensure that the equipment was made safe and that a budget of £50 be approved for this work (with slight discretion to the Clerk to approve a budget of up to £65 if need be). Seconded by Cllr Anderson. Vote taken – all in favour. Cllr Anderson and Cllr Pugh agreed that BKCA would look at other ideas for new play equipment.

**13. To consider an update from Cllr Lockley on meetings/training hosted by One Voice Wales (OVW).**

Cllr Lockley confirmed that she would be attending the OVW Pembrokeshire Area Committee Annual Meeting on 15 July 2015. Cllr Lockley also updated Members on OVW training currently available for councillors, including webinars and highlighted the OVW Annual Conference, which takes place on 3 October 2015 in Pontrhydfendigaid, Ceredigion, with Leighton Andrews, AM, one of the guest speakers. Cllr Lockley suggested that KBCC allocate a budget for training in its Annual Precept next year.

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

None. Cllr Lockley confirmed she would provide a note in September 2015 on the ‘electricity advice box’ previously sent to KBCC. Website address is: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)

**15. To receive and consider a draft ‘Register of Members’ Interests’ document.**

Clerk reported that he had now amalgamated the two drafts, one of which was the OVW template and the other he had developed (not the same) from a PCC document. Clerk provided a copy of his latest draft to those Councillors present which he considered met Welsh Government requirements. Members agreed to consider in time for the August 2015 meeting.

**16. Community Centre Report.**

None.

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

Cllr Anderson confirmed the following;

* A new fridge has been provided for the community centre by BKCA.
* Kilgetty Fun Day will take place this year on 1 August. BKCA will be hosting a tea tent at the event.
* Kilgetty in Bloom judging took place on 15 July and winners will be announced on 24 July.
* St Mary’s Church, Begelly, will be hosting a ‘Strawberry Tea’ in the Community Garden, Kilgetty, on 19 July at 3.00pm.
* BKCA are considering using funds from a ‘Village Hall Fund’ previously set up some years ago, to make improvements on the community centre, for instance in the kitchen and toilets. A due process to access the earlier fund has just been started.

**18. Correspondence**

Cllr Andrews brought forward the main items of correspondence;

* Email from Paul Harries, Head teacher, Stepaside School, thanking KBCC for its support of his first two terms at the school.
* Email from Matthew Tebbutt about horses in Miner’s Field. Clerk to reply including to confirm that no public right of way exists through Miner’s Field.
* Email from Charles Johns about broadband cabinets, pot holes in the lane alongside Bridge Stores and issues at Kilgetty railway station, including no dismounting steps. Clerk to reply.
* Letter from PCC’s new Head of Planning about changes to the way PCC will notify Community Councils of planning applications and decisions. Members discussed the changes and considered that they were not practical and would add to the budget of small Community Councils. Clerk to respond to PCC raising objections to the new approach.
* Letter from Welsh Government about a new Bovine TB Dashboard.
* Letter from Pembrokeshire Coast National Park Authority about changes to their planning procedures.
* Email from Pension Wise about their new service delivered by CAB
* Annual Report from the Public Services Ombudsman for Wales which confirms no complaints made against KBCC in 2014/15.
* Promotional brochure from Festive Lighting. Clerk to retain.

All other correspondence was noted.

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

Clerk reported that Matthew Tebbutt had asked if KBCC would wish to consider erecting signs to warn members of the public about the Japanese Knotweed. Members agreed not to do so.

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Cllr Anderson reported that a local resident had told him that they had observed 2 minor accidents and one near miss involving traffic leaving the GP surgery car park. Cllr Anderson had also witnessed similar incidents. It appeared drivers were unsure about the road markings (broken white lines) at the boundary of the bus lane/highway. Members briefly discussed the recurring issues with the road layout at this location. County Cllr Pugh agreed to speak with Darren Thomas and Marc Owen, PCC, about the matter, to see if any improvements can be made.

**20. Any Other Business**

Cllr Anderson reported that the pavement near to Cross Roads Garage/bottom of Begelly Hill was cracked. County Cllr Pugh agreed to investigate.

County Cllr Pugh said that the Welsh Government’s plans for reduced principal authorities in Wales, including the return of something similar to the boundaries of Dyfed, had not been well received by PCC.

Cllr Andrews reported upon a press article from *The Tenby Observer* dated 19 June 2015 that said that Leighton Andrews, Welsh Government, would not be proceeding with some local authority reforms as part of the ‘Reforming Local Government – Power to Local People’ White Paper, including one that would have seen Community Councils be required to have a turnover of at least £200k pa.

Cllr Lockley mentioned that residents in Reynalton had reported that a double trailer lorry/tractor was still going through the village and wondered if there were any rules or regulations about such traffic movement through the village. County Cllr Pugh agreed to look into the matter.

Cllr Lockley also reported that a car had been parking regularly on grass that was part of KBCC’s grass cutting contract in Reynalton. This was preventing Karl Butler cutting the grass at that point. Clerk said that Mr Butler had not mentioned anything to him. Cllr Lockley said she would try and speak to the owner of the vehicle.

There being no further business, the meeting closed at 9.47pm.

Kilgetty, Begelly Community Council

July 2015

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