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

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

Thursday 14 July 2016

DRAFT MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Janet Ward (Vice-chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Trevor Andrews

Cllr Ann Pendleton

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present.

Public participation session took place between 7.00pm and 7.40pm.

Cllr Lockley welcomed Peter Adams to Full Council, KBCC, as a newly Co-opted councillor for Begelly Ward. Cllr Adams signed the Declaration of Office immediately prior to the meeting.

**1. Apologies.**

None.

**2. Declarations of Interest.**

Cllr Pendleton declared a **Prejudicial Interest** in agenda item 6b (Planning – 16/0301/PA). Cllr Anderson declared a **Personal** Interest in agenda item 6b (Planning – 16/0301/PA) and a **Prejudicial** Interest in agenda item 11(To discuss and approve support toward the purchase of an Emergency Fire Door in the Community Centre).

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 9 June 2016.**

Cllr Andrews proposed that the draft Minutes of the Full Council Meeting held on 9 June 2016 be accepted as a true and correct record, seconded by Cllr Anderson. Vote taken – 5 in favour, 1 abstention.

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**4. Matters Arising from the Minutes of the Full Council Meeting held on 9 June 2016.**

**960 (4) –** Clerk said he had twice requested that KBCC be added to Hale Construction’s circulation list for their newsletter to residents of James Park but without success. Clerk was asked to try again.

**961 (4) –** Cllr Anderson confirmed that Folly Farm had completed their improvements to the road sign outside Folly Farm.

**963 (7) –** Clerk reported that Darren Thomas, PCC, had thanked KBCC for its positive feedback on PCC’s work around the recent bus operator changes.

**965 (13) –** Clerk reported he hadcontacted Kate Lewis about confirmation of the siting of the defibrillator in The White Horse. No response to date.

**967 (21)** – Cllr Andrews confirmed that PCC had trimmed the bank at the corner of Ryelands Lane and Carmarthen Road, Kilgetty, on 14 June 2016. Clerk confirmed that pot holes on Carmarthen Road, east of Sardis Road, had been filled on 8 July 2016.

**5. Action Tracking**

The Clerk handed out a copy of the latest Action Tracking note and a copy is attached to these Minutes of the meeting.

* **Footpath widening in Begelly (Fir Grove area); footpath maintenance in Begelly and replacement and re-siting of Begelly Bus Shelter (outside Begelly Stores) –** Review September 2016.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) and outside the Community Centre –** Cllr Andrews confirmed that yellow lines had been painted along Carmarthen Road on 21 June 2016. County Cllr Pugh reported that the majority of motorists were adhering to the new road markings outside the Community Centre although some buses were cutting across the junction to reach the bus lane. Clerk was asked to write to PCC to ask them to remind the new bus operators about the new road layout. Review September 2016.
* **Remedial work to Kilgetty Play Area –** Cllr Lockley confirmed that new play bark had been spread in the play area by Karl Butler. Karl Butler had reported that additional play bark was needed to cover the areas under the slides and that some remedial work was required to the climbing wall, as well as further wood treatment to other equipment. A quote of £490 had been submitted by Mr Butler for this work, as an extension to his previous agreement with KBCC. Cllr Lockley proposed approval of this quote. Seconded by Cllr Ward. Vote taken – all in favour. Review August 2016.

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* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** County Cllr Pugh confirmed that he had spoken with Steve Benger at PCC and he had confirmed that the proposed footpath would indeed come through Miner’s Field. PCC was not aware that the Miner’s Field was held in Trust for the Charity Commission by three of KBCC’s councillors. County Cllr Pugh said that the work would not take place in the short term and suggested that Mr Benger be invited to a future meeting of KBCC to discuss the route of the pathway. Members agreed and County Cllr Pugh agreed to ask Mr Benger to formally approach KBCC. Review September 2016.
* **A477/A478 Roundabout Improvements –** Clerk was asked to seek an update from the Welsh Government on this matter. Review September 2016.

**6. Planning**

Cllr Lockley brought forward the following planning applications;

* **16/0238/PA –** Erection of anagricultural building for free range egg production at Langdon Farm, Begelly, Kilgetty. SA68 0NJ. Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Anderson. Vote taken – all in favour.

Cllr Pendleton left the room at this point (8.15pm) having declared a Prejudicial Interest in the following item.

* **16/0301/PA –** Change of Use of agricultural land to a holiday caravan park at Windberry Top Farm, Begelly, Kilgetty SA68 0XA. Full Council discussed this application at length (having noted concerned comments received from local residents during the Public Participation session). In view of the large amount of documents included with the planning application (which had only been received by KBCC three days before the meeting), Cllr Anderson proposed that Members agree to defer making a recommendation on this application until the next meeting of KBCC, to be held on 11 August 2016. Seconded by Cllr Adams. Vote taken – 5 in favour. County Cllr Pugh confirmed that the application met PCC’s policy on new caravan sites (touring and static) as set out in the LDP at GN18 and GN19.

Cllr Pendleton returned to the room at this point (8.40pm).

* **16/0327/HG –** Hedgerow removal on land west of Fir Grove, Begelly, Kilgetty. Cllr Lockley said that hedgerows such as this one were important havens for animals, birds and insects and proposed that this application be recommended for refusal, based on environmental

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grounds. Seconded by Cllr Adams. Vote taken – 4 in favour, 2 abstentions.

Other planning decisions and notices were noted. In addition, an email from Michael Rendle about changes to the road way set out in planning application 15/1222/PA, confirmed he was content with revised plans.

**7. County Councillor’s Report**

County Councillor Pugh provided the following report in addition to his updates under Action Tracking;

* PCC’s Planning Enforcement team had visited two sites in New Road, Begelly. Barley Park – to look at the state of the building with possible squatters in residence: owners had not been traced. Top soil from development at James Park being taken to the end of New Road with some being allegedly bulldozed on to a flood plain: PCC had confirmed that this was NOT being spread on a flood plain.
* PCC would be holding budget meetings throughout the rest of the year in order to find savings of £12m in next year’s budget. The Education budget would not be ‘ring-fenced’ next year and the pressure on adult social services was increasing each year.
* Welsh Government had now confirmed that the planned County Council mergers would now not take place but Councils were expected to work more closely together.
* PCC receive about 80% back from the Welsh Assembly from the total amount of Business Rates collected by PCC, on behalf of the Welsh Government.
* Green ‘fly-tipping’ had taken place in New Road, Begelly.
* Dragon LNG Power Station was sponsoring employees to work in the communities of Pembrokeshire. Efforts would be made to see if Kilgetty and Begelly could benefit from this scheme and perhaps undertake some vegetation cut-back at the entrance to the surgery car park.

County Cllr Pugh was thanked for his report.

Cllr Anderson left the room at this point (9.02pm) having declared a Prejudicial Interest in the following item. The item had been brought forward on the agenda at the request of the Chair.

**8. To discuss and approve support toward the purchase of an Emergency Fire Door in the Community Centre, Kilgetty.**

Tenby Glass had fitted a new fire door at a cost of £1.2k in The Plum Room at the community centre and Begelly-Kilgetty Community Association (BKCA) had requested that KBCC fund this work. BKCA had agreed to make a

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contribution of £1k to this work. After discussion, Cllr Adams proposed that KBCC approve this essential work at a cost of £1.2k whilst noting that BKCA would contribute £1k to the cost. Seconded by Cllr Ward. Vote taken – 5 in favour.

Cllr Anderson returned to the room at this point (9.10pm).

**9. Accounts for Payment**

Clerk brought forward the following accounts for payment, in addition to that agreed at item 8 above;

Ian Morris – salary and one postage item £ 386.81

HMRC - PAYE £ 96.00

Russell Evans - grass cutting (incl Reynalton work) £ 397.50

Karl Butler – play bark (supply and spreading) £ 530.00

**Total £ 1410.31**

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

**10. Bank Reconciliation for Quarter One – FY 2016/17.**

Clerk handed out copies of the Bank Reconciliation for Quarter One of FY 2016/17. Members noted.

**11. Budget Monitoring Report for the period 1 April – 30 June 2016.**

Clerk handed out copies of the Budget Monitoring Report for the period 1 April – 30 June 2016. The report was noted by Members.

**12. To review and approve KBCC’s Assets Register.**

Clerk brought forward the latest update of KBCC’s Assets Register. Members were content with the items set out in the Assets Register but asked the Clerk to include the cost of the fencing around The Common and the cost of the Chair’s pendent and all silver gilt bars purchased prior to 2007/8.

**13. To consider and discuss the content of a Risk Register for KBCC.**

Cllr Lockley handed out copies of a draft Risk Register which she had produced following research of other Councils’ registers, including that of Manorbier Community Council. Members agreed to read through Cllr Lockley’s draft ahead of the next Full Council meeting in August.

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**14. To consider an update on the provision of Christmas lights in Kilgetty for 2016.**

Clerk reported that he had not had any response from *Commercial Christmas* and that their telephone numbers were now unobtainable. Cllr Lockley said that she was still awaiting some brochures from other companies. Cllr Lockley and the Clerk had spoken with Saundersfoot Town Council about lighting but they no longer used specialist contractors. Clerk reported that Narberth’s installer of lighting did not provide the lighting (although had suggested a supplier based in Halifax). Cllr Lockley agreed to Chair an Extraordinary Meeting (EM) of KBCC to consider this matter in greater detail and to select a suitable contractor. Members agreed that this EM should be held on Thursday 28 July 2016 at 6.00pm.

Cllr Ward left the meeting at this point (10.10pm).

**15. To consider an update from Cllr Lockley on news items from One Voice Wales (OVW).**

Cllr Lockley provided a helpful update which included the following;

* Cllr Lockley had sifted through various OVW correspondence which included information on events, appointments and active travel rates (not Pembrokeshire).
* Cllr Lockley had attended the latest Town and Community Councils (T&CCs) Liaison group (including voluntary sector representatives). Cllr Lockley highlighted various grant schemes available to T&CCs which could be used for improved WiFi in buildings, pilots of new community coffee clubs, etc. PCC was also looking to deploy employees into the community as part of their employee volunteering scheme. A new PVS group, Community Connectors, will look at developing community care, with Kilgetty and Begelly linked with the Tenby and Narberth areas.

**16. To consider news items/events/text for the KBCC website.**

None.

**17. Community Centre Report.**

None.

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

Cllr Anderson, Chair of BKCA, provided the following report;

* BKCA’s recent AGM confirmed they had spent £10k on projects last year.

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* The recent Table Top Plant Sale, held at Kilgetty-Begelly Community Centre, raised £385.
* A new Emergency Exit/Fire Door had now been installed in the Plum Room at The Community Centre.
* The Gun Club had requested installation of permanent markers.
* Work on the outside water supply for the Community Garden had now been completed.
* A report that Giant Hogweed was growing on The Common was to be investigated. Cllr Adams agreed to speak with Matthew Tebbutt.

**19. Correspondence**

Cllr Lockley reminded Members that all correspondence was made available ahead of the meeting or by contacting the Clerk. Members raised no issues over correspondence although Cllr Lockley highlighted recent changes to Model Financial Regulations for Community Councils. These would need to be adopted by KBCC. Members agreed to discuss at the August 2016 meeting of KBCC.

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

None.

**21. Any Other Business**

Cllr Anderson reported that he had been advised by a local resident that there were pot holes in the roads under the railway bridge in Kilgetty.

Cllr Pendleton said that there had been some speeding motorists in Reynalton, possibly by local drivers. Cllr Lockley said that an earlier monitoring exercise did show that motorist(s) had reached 45 mph through the village.

Cllr Lockley agreed to monitor the condition of the footpath alongside the Community Garden which was cracking up in places.

Clerk reported that two people had noticed the incorrect Welsh spelling of Kilgetty (Kilgeti – should be Cilgeti) on KBCC’s letterhead.

There being no further business, the meeting closed at 10.35pm.

Kilgetty, Begelly Community Council

July 2016

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