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

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

Thursday 13 April 2017

DRAFT MINUTES

No members of the public were present and so no Public Participation session took place.

**Present:**

Cllr Diane Lockley (Chair)

Cllr David Anderson

Cllr Trevor Andrews

Cllr Janet Ward (Vice-chair)

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present.

At this point (7.04pm), Cllr Lockley left the meeting due to feeling unwell and Cllr Ward took up position as Chair of the meeting.

1. **Apologies.**

Cllr Ann Pendleton. Cllr Peter Adams was absent without apology.

**2. Declarations of Interest.**

None.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 9 March 2017.**

Cllr Andrews proposed that the draft Minutes of the Full Council meeting held on 9 March 2017 be approved as a true and correct record. Seconded by Cllr Anderson. Vote taken – 2 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 9 March 2017.**

**1022 (7)** **–** County Cllr Pugh confirmed he had not yet spoken with Cllr Lockley about youth work at Kilgetty railway station.

**1024 (16) –** Clerk reported that there were six nominees for councillors on KBCC and as a result all were elected uncontested.

**1026**

**1025 (19) –** Cllr Andrews reported that the lift at the Co-operative Stores was now working again.

**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) –** County Cllr Pugh reported that he had received an email from Darren Thomas, PCC, confirming that PCC were working with Folly Farm (FF) on improvements to the entrance of FF. No start or finishing dates for footpath improvements had been given as yet. Review June 2017.
* **Remedial work to Kilgetty Play Area** – see item 13 below.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** County Cllr Pugh reported that Stephen Benger was on holiday and there was no further news to report. Review June 2017.
* **A477/A478 Roundabout Improvements –** Review September 2017.
* **Stile at Miner’s Field –** This had not yet been fitted and horses were once again in Miner’s Field.Members noted that the entrance gate to the field could be lifted up. Cllr Anderson said that a PCC ‘handyman’ would be useful to undertake such work as placing a split pin in the gate to prevent lifting. Members asked the Clerk to approach Karl Butler about securing the gate and County Cllr Pugh agreed to liaise with the Clerk, MSK and Karl Butler regarding the stile. Clerk was asked to write to Perry Bowen, PCC Gypsy liaison officer, asking for horses to be removed from the Charity Commission’s land at Miner’s Field. Review May 2017.
* **Removal of BT Kiosk in Begelly –** Members agreed to review June 2017.
* **Improvements to kerbing in filter lane at A477 junction for Kilgetty.** Review June 2017.
* **Condition of road (A478) in Begelly.** Review May 2017.

**6. Planning**

Cllr Ward brought forward the following planning applications and other notices;

**16/1295/PA – Residential development (Approval of Reserved Matters following outline planning permission 12/0803/PA) on land west of**

**1027**

**Barley Park, New Road, Begelly, Kilgetty SA68 0YF.** Full Council expressed some concern over the cumulative number of housing developments taking place locally which would have a direct impact on local services and would change the local ‘village feel’ of Begelly. However, Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Anderson. Vote taken – all in favour.

**16/1294/PA – Alterations to dwelling at The Old Garage, Kilvelgy Park, Kilgetty SA68 0UL.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Andrews. Vote taken – all in favour.

Other planning decisions and notices were noted.

**7. County Councillor’s Report.**

County Cllr Pugh provided the following brief report;

* Following a discussion in KBCC’s public participation session in March 2017, County Cllr Pugh said he had spoken to PCC’s Highways Department about improving pedestrian walkways between Stepaside and Kilgetty. PCC had agreed to look into the matter with perhaps improvements being made to the Holloway pathway.
* Welsh Water had been alerted to a water leak in Kilgetty and was trying to find the source of the leak.
* Cllr Anderson reported that a dip in the A478 road outside Shoemakers Cottage had appeared and wondered if this meant the road was breaking up. County Cllr Pugh noted.

County Cllr Pugh was thanked for his monthly report.

**8. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary costs £ 384.00

HMRC - PAYE £ 96.00

WebServe 4u – data transfer to new laptop, etc £ 130.00

Comcen Computer Supplies Ltd – new laptop £ 546.76

SWALEC – unmetered Christmas lighting 2016/17 £ 14.05

Russell Evans – grass cutting £ 172.50

**Total £ 1343.31**

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

**1028**

**9. Bank Reconciliation for the Fourth Quarter 2016/17.**

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

**10. End of FY 2016/17 Income and Expenditure Statements.**

Clerk handed out copies of the Income and Expenditure statements for FY 2016/17. Members were content and expressed their appreciation for the Clerk’s work in this regard.

**11. To approve the appointment of KBCC’s Internal Auditor for the Annual Audit FY 2016/17.**

Clerk read out Alan Marsh’s proposed terms of engagement email and the estimated cost for his work for FY 2016/17 as being £90. Members noted that Mr Marsh did undertake work for Cllr Lockley in a private capacity and that this did not affect his independent work for KBCC and that there was no conflict of interest. Cllr Andrews proposed that Alan Marsh be appointed as KBCC’s Internal Auditor for FY 2016/17 at a cost of £90. Seconded by Cllr Anderson. Vote taken – all in favour.

**12. To consider an update on items from One Voice Wales (OVW).**

Clerk had made available to Members, ahead of the meeting, items of correspondence from OVW. Clerk highlighted the OVW response to the Welsh Government’s recent White Paper on the reform of Local Government which included support for future compulsory training for councillors. KBCC did not agree with this comment. Clerk confirmed he had sent KBCC’s response to the WG as agreed at the 9 March 2017 meeting.

**13. To consider and agree urgent remedial work and discuss a long term improvement plan for Kilgetty Play Area.**

Clerk reported that PCC had recently cordoned off some play items at Kilgetty Play Area. These were the trim trail hurdles; cradle swings and their supports and the multiplay unit. All had issues with rotting timber. After a brief discussion, Cllr Andrews proposed that the Clerk be asked to liaise with Karl Butler, to see if he would be able to conduct urgent remedial work, including fitting collars to the wooden support posts at a cost of no more than £500. Seconded by Cllr Anderson. Vote taken – all in favour. Cllr Anderson offered to speak with Morlais, a local joiner, if Karl Butler could not help. Members agreed to discuss longer term improvements at Kilgetty Play Area at the June 2017 meeting.

**1029**

**14. To consider and discuss suggestions for KBCC-funded community projects.**

Members agreed to defer discussions until a later meeting. Clerk said the item would remain as a regular agenda item, as previously requested by Cllr Lockley.

**15. To consider news items and event details for the KBCC website.**

None but County Cllr Pugh said he would forward details of the Co-operative’s local community fund to the Clerk.

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

Cllr Anderson provided the following update;

* As BKCA membership is dwindling, BKCA now meets every other month (last Monday in month).
* New plants for the Community Garden and long beds will be purchased shortly.
* The recent Table Top sale raised £230.
* A recent donation of £150 was made to BKCA for the Community Garden and this may be used to purchase a low level table for installation alongside the benches.
* BKCA reported that heaters in the Community Centre were being left on after use. This issue will be discussed at BKCA’s AGM.

**17. Correspondence.**

All correspondence was made available ahead of the meeting, from 6.45pm or by contacting the Clerk. Members noted the correspondence.

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

None.

**19. Any Other Business (For information only).**

Cllr Anderson reported that the condition of the grass verge bordering the sports field near to Begelly roundabout had been left in a mess by contractors (possibly Welsh Water (WW) or one of its contractors). Clerk was asked to approach WW to ask them to remedy the position. Cllr Anderson also asked that BT be contacted to arrange the cleaning/power washing of the kiosk outside the Co-operative Stores in Carmarthen Road, Kilgetty. Clerk to action.

There being no further business, the meeting closed at 8.40pm.

Kilgetty, Begelly Community Council

April 2017

**1030**