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

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

Thursday 15 June 2017

DRAFT MINUTES

Public Participation took place between 7.03pm and 7.10pm.

**Present:**

Cllr Janet Ward (Chair of meeting)

Cllr David Anderson

Cllr Trevor Andrews

Cllr Sandra Smith

Cllr Josephine Woodgate

Ian Morris (Clerk and Responsible Finance Officer)

1. **Apologies.**

Cllr Diane Lockley and County Cllr David Pugh.

**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 May 2017.**

Cllr Andrews proposed that the draft Minutes of the Full Council Annual Meeting held on 11 May 2017 be approved as a true and correct record. Seconded by Cllr Anderson. Vote taken – all in favour.

**4. Matters Arising from the Minutes of the Full Council Annual Meeting held on 11 May 2017.**

**1032 (6)** **–** Cllr Anderson confirmed that the BT Kiosk in Carmarthen Road had been cleaned.

**1033 (7) –** Clerk confirmed that the stile in Miner’s Field had now been fitted. Clerk also read out a response from Mark Elliott, Pembrokeshire County Council (PCC), confirming that PCC had no statutory requirement to enforce the Control of Horses (Wales) Act 2014 and did not deal with fly grazing of horses on private land. Clerk was asked to respond to Mr Elliot asking PCC to keep this matter live but on the ‘back burner’ should Welsh Government amend the Act to allow private land owners to take action. (land owners can do so in England).

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**1034 (12) –** Clerk confirmed that Cllrs Smith and Woodgate would be attending New Councillor Induction training in Saundersfoot on 21 June 2017.

**1035 (18) –** Clerk confirmed that PCC had repainted the yellow rumble strips in Begelly and repainted the centre white lines adjacent to St Mary’s Church; both jobs on the A478. The re-siting of the litter bin in Carmarthen Road had yet to be implemented by PCC. Clerk was asked to add to Action Tracking.

**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) –** No further update. Review July 2017.
* **Remedial work to Kilgetty Play Area** – See also item 8 below. Review July 2017.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** No further update. Review July 2017.
* **A477/A478 Roundabout Improvements –** Review September 2017.
* **Stile at Miner’s Field –** see item 4 above. Stile now fitted. Clerk was asked to remove this item from Action Tracking.

* **Removal of BT Kiosk in Begelly –** Members agreed to review in July 2017.
* **Improvements to kerbing in filter lane at A477 junction for Kilgetty -** Clerk was asked to seek a progress report from WG.Review July 2017.
* **Condition of road (A478) in Begelly.** Clerk confirmed that PCC had inspected the dip in the road outside Shoemakers Cottage, Begelly but had referred the matter to PCC’s Asset Management team (Huw Marriott). Review July 2017.

**6. Planning**

Cllr Ward brought forward the following planning applications as well as other notices;

**17/0092/PA – Change of Use from a fabric retail shop into a café, installation of extractor unit and erection of external staircase (partly in retrospect) at Seasons House, Carmarthen Road, Kilgetty.** Cllr Andrews said he had spoken with the neighbouring property owner and he had no

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major issues of concern. Cllr Anderson hoped that the development would not result in undue noise or smells. Cllr Ward proposed that this application be recommended for approval. Seconded by Cllr Smith. Vote taken – all in favour.

**17/0217/PA – Alterations and Extension to dwelling and erection of replacement outbuilding comprising of a garage and workshop at Broom Cottage, Thomas Chapel.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Andrews. Vote taken – all in favour.

One other planning decision was noted. Cllr Anderson confirmed that the Clerk had provided details of the recent approval of the Begelly Green planning application (16/1183/PA).

**7. County Councillor’s Report.**

County Cllr Pugh was not present and no report was therefore provided.

**8. Accounts for Payment**

Clerk reported that there had been some vandalism to the junior multiplay equipment in the play area. Clerk had spoken to Cllr Lockley by telephone and arranged urgent safety repairs costing £50. Cllr Anderson also asked that Russell Evans be requested to undertake deeper cuts of the grass in the Community Garden. In addition, Clerk informed members that Mr Evans had experienced some difficulty cutting one area of grass in Reynalton. This was due to parked vehicles on the grass that had also caused rutting. Clerk had informed Cllr Lockley. The following invoices were presented for approval and payment;

Ian Morris – salary costs and office expenses £ 414.48

HMRC - PAYE £ 95.40

Russell Evans – grass cutting £ 225.00

Karl Butler – play area safety work £ 50.00

**Total £ 784.88**

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

**9. To consider an update on items from One Voice Wales (OVW) and consider submission of Motions for the OVW Annual General Meeting.**

Clerk had made available to Members, ahead of the meeting, items of correspondence from OVW. In respect of submitting Motions for debate at the AGM, Clerk said that these would need to reflect a National issue or problem. Cllr Anderson suggested that KBCC submit a Motion for debate at the AGM

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requesting that the Control of Horses (Wales) Act 2014 be implemented nationwide and that aspects concerning fly grazing on private land be brought into line with that adopted in England. Members agreed that this Motion be submitted to OVW for consideration.

**10. To consider and discuss use of KBCC Reserves, including suggestions for KBCC-funded community projects and/or PWLB Loan repayment.**

Cllr Andrews confirmed he had suggested that Full Council consider the repayment/part repayment of the PWLB Loan. Clerk had sourced the relevant paper work about early repayment of PWLB loans. After a brief discussion, Members agreed to defer discussions on this item (and the following item) until the July 2017 meeting.

**11. To consider and approve a Long Term Improvement Plan for Kilgetty Play Area.**

See item 10 above. Members agreed to defer discussions until Cllr Lockley was able to attend a later meeting.

**12. To discuss and approve adoption of a KBCC Social Media Policy.**

Cllr Anderson suggested that Councillors should not use Social Media at all when representing KBCC. Members wondered if KBCC Standing Orders need only be amended and that an additional Social Media Policy document was not required. However, Members agreed to defer further discussions until the July 2017 meeting.

**13. To consider the setting up of Allotments in Miner’s Field, Kilgetty.**

Cllr Woodgate reported that 4 to 5 local residents were willing to organise the setting up of some allotments in Miner’s Field but needed further advice on the due process. Full Council updated Cllr Woodgate on KBCC’s previous attempts in setting up allotments in 2013 and mentioned help and advice given by Amber from the Narberth allotments association. Clerk handed Cllr Woodgate the file and paperwork from the 2013 activities, for guidance. Cllr Woodgate agreed to update Members at the July 2017 meeting of KBCC.

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

Clerk agreed to update the website with some Stepaside School activities gleaned from the Public Participation session.

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

Cllr Anderson reported the following;

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* The local First Responders Team had been using the Community Centre for meetings for free for the previous three months. An additional three months had now been agreed by BKCA but after this period of time, the hire of a room would be chargeable (as with other charities, local bodies).
* BKCA had recently received a donation of £150. This would be used to purchase a bench/table for the Community Garden.
* The last electricity bill for the Community Centre amounted to £752. BKCA would discuss options to help reduce these costs at their next meeting.
* Lynne Davidson had now replaced Kathy Skelton in handling bookings of rooms at the Community Centre.

**16. Correspondence.**

All correspondence was made available ahead of the meeting, from 6.45pm, or by contacting the Clerk. Members noted the correspondence, including withdrawal of play equipment by PCC at Begelly Play Area (not the responsibility of KBCC); tree work issues in James Park; Historic Environment Update from Welsh Government; suggestion from County Cllr Pugh that a Community Awards scheme be re-instigated; Merchant Navy Day on 3 September 2017 and the PLANED AGM on 16 June 2017.

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

Clerk requested that a letter be sent to the Clerk concerning Workplace Pensions. A draft letter provided by the Pensions Regulator was submitted for consideration. Cllr Smith proposed that the letter be signed by Cllr Ward and be given to the Clerk. Seconded by Cllr Andrews. Vote taken – all in favour.

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

Cllr Anderson reported that there had been an increase in dog fouling on The Common. Clerk was asked to mention this matter in the press release with a request that dog owners place used dog waste bags in the relevant bins.

Cllr Anderson also reported that there was a small pot hole in the road under the railway bridge in Kilgetty that could cause cyclists some danger.

Cllr Anderson also reported that some paving blocks on the pavement between the old Post Office and the lane leading to the back of the Co-operative were in need of repair.

Cllr Anderson also reported that there were broken panes in the bus shelter outside the Fish and Chip Shop in Kilgetty. Clerk agreed to report the above matters to PCC.

Cllr Andrews asked if Mill Bay Homes were still producing newsletters for residents of James Park. Clerk said he had not received any but would ask

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Mill Bay Homes if these were still being produced.

Cllr Smith reported that there had been speeding motorists in Ryelands Lane, Kilgetty, in both directions, between Heritage Gardens and Ryelands Place. Members discussed possible traffic calming measures and asked the Clerk to report the matter to PCC.

Cllr Andrews gave advance apologies for the July 2017 meeting.

There being no further business, the meeting closed at 8.57pm.

Kilgetty, Begelly Community Council

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