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

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

Thursday 12 October 2017

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Trevor Andrews

Cllr Christopher Ebrey

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Josephine Woodgate

County Cllr David Pugh

Ian Morris (Clerk and Responsible Finance Officer)

Cllr Adams signed his Declaration of Acceptance of Office immediately prior to the start of the meeting and was provided with copies of the Code of Conduct and Good Councillors Guide 2017.

1. **Apologies.**

Cllr Janet Ward.

**2. Declarations of Interest.**

None at this stage but see item 12.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 14 September 2017.**

Cllr Smith proposed that the draft Minutes of the Full Council Meeting held on 14 September 2017 be approved as a true and correct record. Seconded by Cllr Andrews. Vote taken – 7 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 14 September 2017.**

**1057 (4) –** Clerk reported that Darren Thomas, Pembrokeshire County Council (PCC), had confirmed that arrangements were being made to repeat a speed monitoring exercise (last carried out in 2009) in Ryelands Lane, Kilgetty. PCC agreed to feedback the results to KBCC when completed.

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**1062 (19)** **–** Cllr Anderson confirmed that The Common had now been cut (by Mr Hilling).

**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 (currently outside Begelly Stores) –** CountyCllr Pugh confirmed that Folly Farm’s (FF) planning application was being re-scheduled to include a phased development. When the FF development begins, they will make a payment of 50% toward these improvements in Begelly. Some legal consultations were still required and legal agreements needed to be drawn up. Councillors wondered why these agreements had not yet been prepared by PCC. Review November 2017. KBCC to ‘chase up’ PCC if no progress at this point.
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre –** Clerk reported that Ray Greenwood, Transport Planner, PCC, had now contacted him and had asked further questions about this matter. Stephen Benger to have less involvement. Members asked if PCC had contacted the Charity Commission. Review November 2017.

* **Improvements to kerbing in filter lane at A477 junction for Kilgetty -** No further update. Members considered this a health and safety issue and asked the Clerk to seek news on any progress. Review November 2017.
* **Repairs to panels in bus shelters in Kilgetty.** Cllr Ebrey confirmed that the broken panel in the Carmarthen Road shelter (outside the fish and chip shop) had been replaced but the broken panel in the shelter in Ryelands Lane had been removed but not replaced. Cllr Ebrey agreed to chase up this point and was thanked for his efforts. Review November 2017.

**6. Planning**

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

**17/0647/PA – Extension to existing bungalow at The Oaks, New Road, Begelly, Kilgetty. SA68 0XS.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Smith. Vote taken – all in favour.

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**17/0671/PA – Sub division of existing garden to erect one 1.5 storey dwelling at 29 Mayfield Acres, Kilgetty. SA68 0UW.** After a brief discussion, Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Lockley. Vote taken – all in favour.

Other planning notices were noted.

Cllr Lockley provided some feedback on the LDP Monitoring meeting she had attended at PCC recently. Discussions at this meeting had covered S106 funding and how this was allocated to areas; on funding received through Council Tax from owners of second homes and budget restraints that might affect expansion of gypsy and traveller sites. County Cllr Pugh said S106 funding was allocated on a project basis from a central PCC ‘pot’ and was targeted at specific areas. He added that the funding received from second home owners should be in budgets for 2018/19 although a PCC Working Group was still discussing the matter. Cllr Lockley confirmed that the latter issue would be on the agenda for the next meeting of the Town and Community Councils Liaison Group. County Cllr Pugh added that the LDP Review process would be looking at all elements, including rural enterprise.

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* First Responders have requested that they install a defibrillator at the Community Centre, Kilgetty. KBCC had no objections, in principle and noted that a defibrillator was sited at the White Horse and Begelly Arms Hotel.
* Numerous complaints had been received and had been passed on to the authorities (PCC and the Police) about the recent mud fouling of the A478 in Begelly and in Reynalton by agricultural vehicles. County Cllr Pugh said that the Police had agreed to keep an eye on these problems and had followed up one instance to a contractor in Ludchurch. Cllr Lockley reported that such vehicles had been damaging the road and verges in Reynalton and that there had been movement of traffic around midnight.
* PCSO David Henry had now returned to Narberth police station and would be covering the Kilgetty area. His email address would be forwarded to the Clerk.
* Increased ‘traffic warden’ patrols of Carmarthen Road, Kilgetty, had now been agreed and would be a minimum of twice a day at random times. PCC had confirmed Vehicle Recognition Cameras could still not be used for fixed parking offences in Wales.
* The Local Democracy and Boundary Commission’s latest proposals show a small increase in the number of councillors at PCC and some boundary changes at Community Council level. KBCC’s

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boundary will not be affected by the proposals which are still out for consultation.

* Stepaside School has performed well in recent assessments, in all subjects. Attendance levels are at a pleasing 95%, including by those from the gypsy and traveller community. Pupil numbers were staying fairly steady.
* An increase in unofficial road signs promoting businesses and displayed on walls and buildings near to Begelly roundabout, had been reported to the planning authority.

County Cllr Pugh was thanked for his monthly update.

**8. To consider and approve a Section 137 grant to St Mary’s Church, Begelly.**

Cllr Lockley read out a request from St Mary’s Church, Begelly, for a financial contribution toward the cost of its floodlighting. Cllr Andrews proposed that a grant of £100 be made to St Mary’s Church, Begelly. Seconded by Cllr Jones. Vote taken – all in favour.

**9.Accounts for Payment**

The following invoices were presented for approval and payment;

Ian Morris – salary costs and office expenses £ 426.05

HMRC - PAYE £ 95.40

Russell Evans – grass cutting £ 305.00

A Hilling - cutting of The Common £ 240.00

One Voice Wales – councillor training costs £ 80.00

Paul Sartori Foundation – charitable donation £ 100.00

Cruse Bereavement Care – charitable donation £ 100.00

Wales Air Ambulance – charitable donation £ 100.00

Citizens Advice Pembrokeshire – charitable donation £ 100.00

St Mary’s Church, Begelly – grant toward floodlighting £ 100.00

**Total £1,646.45**

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

**10. Bank Reconciliation and Budget Monitoring Report for the Second Quarter of FY 2017/18.**

Clerk handed out copies of the Bank Reconciliation for the Second Quarter of FY 2017/18 and the Budget Monitoring Report for the second quarter of FY 2017/18. After due consideration, Cllr Lockley proposed that the Bank Reconciliation for the Second Quarter of FY 2017/18 be approved. Seconded by Cllr Smith. Vote taken – all in favour.

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Councillors noted the Budget Monitoring Report for the Second Quarter of FY 2017/18 and thanked the Clerk for his work.

**11. To consider KBCC attendance at PCC’s County Hall event for Town and Community Councils on 25 October 2017.**

County Cllr Pugh informed KBCC that they were one of only four or five councils that had been invited to this event. County Cllr Pugh confirmed that he would be attending. After a brief discussion, Cllr Lockley, Cllr Adams, Cllr Ebrey, Cllr Smith and Cllr Woodgate agreed to attend the event. Clerk to inform PCC accordingly.

**12. To consider a request from Begelly-Kilgetty Community Association (BKCA) to meet the costs of new flooring at the Community Centre, Kilgetty.**

Cllr Anderson declared a **Personal** Interest in this item. County Cllr Pugh estimated the costs of new flooring to be around £3,600 plus VAT. BKCA would ultimately refund the costs to KBCC apart from the VAT. Cllr Lockley proposed that KBCC agree, in principle, to make a contribution toward the costs of new flooring at the Community Centre, Kilgetty. Seconded by Cllr Andrews. Vote taken – all in favour.

**13. To consider an update on the request to set up allotments in Miner’s Field, Kilgetty.**

Clerk reported that PCC’s Contaminated Land Officer had agreed to hold a site meeting with some Members of KBCC about undertaking a soil test at Miner’s Field. Councillors confirmed their availability and asked the Clerk to make arrangements for a site visit.

**14. To consider an update on development of a Long-Term Improvement Plan for Kilgetty Play Area.**

Cllr Lockley confirmed that she had met with *Playdale* on 22 September and had discussed two issues. Firstly, existing equipment, where it was noted that some aspects of play equipment were missing, notably rotational play. *Playdale* agreed to quote for such equipment. Secondly, what KBCC could be working to over the next five years at the play area. *Playdale* agreed to undertake a full survey of the area, including the bunds and wet area by the swings. Cllr Lockley confirmed that a response from *Playdale* was awaited on these two issues but said that fencing had not been discussed. County Cllr Pugh thought that rubber matting could be put down by the swings and at the bottom of the slides.

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**15. To further consider and discuss use of KBCC Reserves, including suggestions for KBCC-funded community projects including additional benches and renovation of ‘Welcome to Kilgetty’ signs.**

Cllr Lockley confirmed she had met with a company called *The Log Depot,* Neath*,* to discuss KBCC requirements for natural benches around The Common. *The Log Depot* had recommended 2 or 3 large, thick, tree trunk benches which could be made as a 3-seater settee type bench. These would be oiled and preserved and could be placed into position by the delivery lorry at various places around The Common. In response to a query raised by Cllr Anderson, Cllr Lockley said that she had spoken to some walkers at The Common and they had felt that benches were a good idea and would be welcomed. County Cllr Pugh also suggested that consideration be given to benches made of recycled materials (*Second Life Product* benches).

County Cllr Pugh said that he had been provided with some estimates for a new ‘Welcome to Kilgetty’ sign at Begelly roundabout.These ranged from hundreds to thousands of pounds depending on the design and material required. Any coat of arms incorporated would add to the costs. Members felt that a straightforward ‘Welcome to Kilgetty’ sign would be adequate. County Cllr Pugh agreed to bring detailed costs of such a sign back to KBCC.

At this point in the meeting, County Cllr Pugh asked if Members had any other queries for him, as he had to leave the meeting. Cllr Andrews mentioned the PCC proposal to collect black waste bags every 3 weeks. County Cllr Pugh said that some research had been undertaken and highlighted changes made in Conwy. He said that he was not in favour of any changes to the regularity of black bin bag collections in PCC’s area. Cllr Anderson thought that fly tipping would increase if the proposed changes were made. Cllr Adams said that KBCC’s concerns should be passed on formally to PCC and asked that the matter be placed on the agenda for the November 2017 meeting.

**16. To consider and approve an approach to PCC for the installation of an ‘Unsuitable for Heavy Goods Vehicles’ road sign in Ryelands Lane, Kilgetty.**

This item had been requested by Cllr Jones, who confirmed that such a sign was in place at the entrance to Ryelands Lane at the junction with Narberth Road (A478) but that there was not one at the village end. Cllr Jones had seen coaches and heavy lorries reversing back from the narrow stretch of Ryelands Lane once they had realised there was no access for them through to the A478 (possibly SatNav instructions had taken them this way). Cllr Jones therefore proposed that KBCC approach PCC to request the installation of a ‘Unsuitable for Heavy Vehicles ’sign at the village end of Ryelands Lane, possibly near to Ryelands Place. Seconded by Cllr Adams. Vote taken – all in favour.

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**17. To consider an update on items from One Voice Wales (OVW), including local meetings, training and correspondence.**

Cllr Lockley highlighted some key OVW correspondence, including future training sessions in Haverfordwest and some Welsh Government documents. Cllr Lockley suggested that KBCC’s Annual Precept discussions could consider training budgets. Members could also access some key OVW documents via their website.

Cllr Jones left the room at this point (9.14pm).

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

None.

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

Cllr Anderson provided the following report;

* BKCA is considering bringing the currently closed library room at the Community Centre in Kilgetty back into use, providing the cost of the provision of a new Fire Door, to meet health and safety regulations, could be met.
* New flooring at the Community Centre was discussed by BKCA at their last meeting.
* BKCA also discussed the ‘screening off’ of part of the main hall during meetings of the shooting club.
* The ‘Mince Pies and Music’ event at the Community Centre is going ahead on 7 December 2017, as is the ‘Table Top Sale’ on 18 November 2017.
* The website operated by Margaret Moffat had now closed down following a change of provider.

**20. Correspondence.**

All correspondence was made available ahead of the meeting, from 6.45pm, or by contacting the Clerk. Cllr Lockley highlighted the main items of correspondence, including;

* Email from Paul Harries, Head, Stepaside School, offering apologies for this meeting.
* Letter from PCC about a review of its current speed limit Traffic Regulation Orders.
* Email from WG about the Independent Review Panel’s request for views on the future role of Community and Town Councils. Members agreed to consider at the November 2017 meeting.
* Independent Remuneration Panel for Wales Annual Report, including payments to Members of Community and Town Councils. Members noted.

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* Local Democracy and Boundary Commission for Wales consultation on its ‘Guidance for Principal Councils on the Review of Communities’.
* PCC email on the Public Service Board’s consultation on its draft Well-being Plan for Pembrokeshire.
* Mid and West Wales Fire and Rescue Service survey on its services.

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

None.

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

Cllr Anderson asked about the Christmas lights for 2017/18. Clerk confirmed these were in hand. Cllr Anderson also asked about the Men’s Shed in Kilgetty MSK) and their renting of the office unit. Clerk said a review of the lease agreement with MSK was overdue. Members agreed to discuss at KBCC’s December 2017 meeting. Cllr Anderson mentioned that litter being left in Parsonage Lane, Begelly was increasing and asked that the Clerk mention KBCC’s disappointment with this state of affairs in the Press Release. Cllr Anderson confirmed that the Remembrance Day service would be held this year in the Community Garden at 11.00am. Clerk to liaise with Cllr Lockley regarding the KBCC poppy wreath.

Cllr Smith and Cllr Woodgate left the meeting at this point (9.29pm).

Cllr Adams asked that the provision of bins for dog waste in the village be placed on the agenda for the November 2017 meeting, as well as a discussion on the local provision of vehicle actuated speed signs. Cllr Adams also mentioned the need to consider the future provision of an all-weather surface for sports activities in KBCC’s area.

There being no further business, the meeting closed at 9.31pm.

KBCC

October 2017

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