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

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

Thursday 8 February 2018

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Janet Ward (Vice-chair)

Cllr David Anderson

Cllr Trevor Andrews

Cllr Christopher Ebrey

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr John Whitby

Ian Morris (Clerk and Responsible Finance Officer)

County Cllr David Pugh was also in attendance.

A Public Participation session took place between 7.00pm and 7.20pm.

1. **Apologies.**

Cllr Peter Adams, Cllr Brenda Jones and Cllr Josephine Woodgate.

**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 11 January 2018.**

Cllr Andrews said that Park Road should read Park Avenue at 1087 (1082(11)) and Cllr Anderson said that the vote count on the Annual Precept at 1091 (16) should read 7 in favour, 1 abstention. Cllr Smith proposed that, once these amendments had been made, the draft Minutes of the Full Council Meeting held on 11 January 2018 be approved as a true and correct record. Seconded by Cllr Andrews. Vote taken – 5 in favour, 3 abstentions.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 11 January 2018.**

**1086 (4) –** Cllr Lockley confirmed that no response had yet been received from One Voice Wales (OVW).

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**1087 (4)** – County Cllr Pugh confirmed that BKCA would be meeting with Victoria Bancroft on 26 February 2018 to find out more about the Rural Futures Initiative.

**1087 (4) –** Cllr Lockley read out Darren Thomas’s (PCC) response concerning KBCC’s concern about the location of the speed measurement survey undertaken in Ryelands Lane. Mr Thomas had agreed to seek feedback but had added that challenging speed monitoring locations was a common challenge when results did not provide the answer people had hoped for!

**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) –** Review March 2018.
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre –** Cllr Lockley mentioned her recent meeting with Victoria Bancroft which included some discussions on the footpath. Ms Bancroft’s had suggested raised beds; lighting; fencing; need for footpath to be disability friendly and use of a flat packed container. County Cllr Pugh reported that he had spoken with Stephen Benger at PCC who had said that, with the owner’s permission, PCC would adopt the proposed footpath and be responsible for the on-going maintenance. Cllr Andrews said that, as one of the trustees, he would not wish to approve the installation of the footpath unless PCC adopted it. Clerk was asked to write to PCC to ask for clarification on adoption of the footpath and to again mention KBCC’s concerns over proposed lack of lighting of the footpath. Review March 2018.
* **Removal of BT Kiosk in Begelly –** Members agreed to review in March 2018.

* **Condition of A478 road in Begelly (including dip in road and mud fouling) –** Members agreed to review in May 2018 (dip in road element only).

**6. Planning**

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

**17/0926/PA – Conversion of existing garage to art studio and mezzanine storage at Holly Mead, 11 Ash Park, Kilgetty SA68 0XY.** After a brief discussion, Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Ebrey. Vote taken – all in favour.

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**17/0936/PA – Proposed development for 70 residential units and associated engineering works at Land South of Sunnyside, Parsonage Lane, Begelly Tree surgery at 7 James Park, Kilgetty SA68 0YD.** Councillors discussed this application at length and raised concerns about surface water and the ability of the sewerage system to cope with this development; that this was a very large development within a small rural area and that the proposed affordable housing allocation was below 20% of the total number of units proposed. Members also asked about responsibility for the on-going maintenance of the public open space area. However, Cllr Lockley proposed that, providing KBCC’s concerns were addressed, this application be recommended for approval. Seconded by Cllr Andrews. Vote taken – 5 in favour, 2 against, 1 abstention.

Full Council also discussed, for a second time, a Pre-application consultation submitted by Denmore Homes Ltd of Pontypool, relating to land south of Kilvelgy Park, Kilgetty. This Pre-application consultation concerned a proposed residential development of 20 units, including 4 affordable homes, on land south of Kilvelgy Park, Kilgetty. Members had previously queried the lack of open space/children’s play area planned for within the proposed development but following representations made during Public Participation, agreed to make further comments to the agent, as follows;

Concern was expressed about the safety of the highway leading into the proposed development – in Kilvelgy Park itself; exiting on to Sardis Road (poor vision when turning out of Kilvelgy Park) and in Carmarthen Road, Kilgetty (outside the school, launderette and chip shop where cars are often parked on both sides of the road thus reducing width and clearance for vehicles), particularly during the construction phase, when large lorries would be using these roads. Safety of schoolchildren and elderly pedestrians would need to be a priority. Concern was also aired about possible damage to the highway in the vicinity of Kilvelgy Park, where the road has suffered from collapsing gratings/drains and poor surfaces.

Questions were also raised about the developer’s future plans once this stage of the development has been completed. It was noted on the plans (see 7.35 and 7.36) that an unfinished road led south from the development for future access. Comments were also made about access for pedestrians from the site, through Kilvelgy Park into Kilgetty. It was felt that this was not necessarily ‘easily negotiated’ as mentioned in paragraph 7.47 of the Design and Access statement. Local residents also mentioned the poor quality of drinking water in Kilvelgy Park. Would this development cause further problems in this regard?

Members had encouraged local residents to send their own responses to the agent ahead of the 9 February 2018 deadline for comments.

Other planning correspondence and notices were noted.

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**7. County Councillor’s Report**

County Cllr Pugh provided the following report;

* County Cllr Pugh had attended the Stepaside School Governors meeting on 6 February 2018. The meeting had noted that KBCC had been discussing installation of Vehicle Actuated Speed signs and had asked that one be placed near to the school should KBCC proceed.
* PCC would be deciding the 2018/19 Council Tax rate at its meeting on 8 March 2018. Options to increase the rate by 5%, 8% or 12.5% were being considered. PCC would still have the lowest Council Tax in Wales whichever rise was approved and the second lowest in the UK. County Cllr Pugh highlighted the rationale set out by PCC behind budget increases. Some KBCC Members felt a 12.5% increase was the best approach in order to keep existing services but acknowledged that such an increase would place affordability pressures on some.
* A PCC Working Group of officials and councillors was looking at refuse collection options. No changes to existing collections have been proposed at the present time. The vehicle fleet was ageing.
* PCC had been noted as being the best Council in the UK at collecting revenue. PCC could offer its services in this area of work to others. This might help generate additional funds.

**8. Accounts for Payment**

The following invoices were presented for approval and payment;

Ian Morris – salary and office costs £ 395.43

HMRC - PAYE £ 95.40

SSE – office unit electricity costs £ 22.31

**Total £ 513.14**

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

**9. To consider and approve commencement of a Casual Vacancy process for Kilgetty ward.**

Members noted a request from a local resident, Jayne Palmer, that she be considered as a councillor on KBCC. Cllr Lockley proposed that the Clerk be asked to commence a Casual Vacancy process for the one remaining vacancy for councillor on Kilgetty ward. Seconded by Cllr Smith. Vote taken – all in favour.

**10. To discuss and approve KBCC’s grass cutting contract for 2018.**

Clerk confirmed that KBCC’s current grass cutting contractor, Russell Evans

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(T/A All The Seasons Gardening Services), had offered to continue the work in 2018 at the same cost as in 2017, plus £5 for cutting the additional strip of grass at the entrance to the surgery car park. After a brief discussion, Cllr Ward proposed that KBCC extend the grass cutting contract with Russell Evans for a further 12 months at a monthly cost of £280. Seconded by Cllr Ebrey. Vote taken – all in favour. Cllr Lockley and Cllr Anderson asked that they speak with Mr Evans about specific cutting areas in Reynalton and in the Community Garden before cutting commences (around Easter). Clerk to arrange.

**11. To consider an update on the request to set up allotments in Miner’s Field, Kilgetty, including soil test results.**

Cllr Lockley reported that Rachel Thomas, Contaminated Land Inspector at PCC had now taken soil samples from Miner’s Field and results were due soon. Rachel Thomas had commented that the soil was very clayey, a weathered bedrock but was overlain by Made Ground on the upper area. The material seemed to fit with the anecdotal information and was full of brick, slag and clinker.

Clerk said he had been unable to find the original deeds of ownership of Miner’s Field and had informed Martin Everett at Darwin Bowie. Mr Everett had agreed to search their own archives before looking at other solutions (i.e. Adverse Possession).

Members agreed to discuss both issues again at the 8 March 2018 meeting of KBCC. County Cllr Pugh left the meeting at this point (8.33pm).

**12. To consider and approve KBCC’s response to the Independent Review Panel’s (IRP) survey on the future role of Community and Town Councils.**

Members noted that OVW had yet to circulate their proposed response to the IRP, following their 7 consultation events (including in St Clears and Gorseinon). Clerk was therefore asked to send KBCC’s comments on the survey, made at an earlier meeting, to the IRP.

**13. To consider an update on the purchase and installation of a Vehicle Actuated Speed (VAS) sign in KBCC’s area.**

Clerk read out an email from Darren Thomas, PCC, which included a summary sheet outlining the costs of a solar powered unit and the installation costs. Mr Thomas’s email also set out the procedure involved in applying to install such a sign and highlighting that KBCC would also need to fund on-going maintenance and repair costs. Members discussed options, including installation of rumble strips. Clerk was asked to approach PCC to seek information on how to go about applying for installation of rumble strips (perhaps 3 sets; 1 at each end of Kilgetty and 1 in Ryelands Lane) and report

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back at the March 2018 meeting. Members agreed to hold in abeyance any decision on funding the installation of a VAS sign.

**14. To consider an update on policy on the appointment of a Data Protection Officer under the General Data Protection Regulation.**

Cllr Lockley read out the background to this requirement which was part of the new General Data Protection Regulation (GDPR) legislation due to be implemented on 25 May 2018. OVW was due to provide its members with a toolkit and advice on sourcing the role of a Data Protection Officer but this had not yet been received. Clerk was asked to contact Paul Egan at OVW for an update. Full Council agreed to place this matter on the agenda for the March 2018 meeting of KBCC.

**15. To receive an update on the proposed KBCC Open Day.**

Cllr Ebrey confirmed that the KBCC Open Day had been arranged for 17 March 2018 between 9am and 12 noon at the Community Centre, Kilgetty. Although there was no charge for the hire of the hall, Cllr Ebrey agreed to provide tea and coffee. Cllr Lockley confirmed these costs could be re-claimed from KBCC. Cllr Thomas agreed to provide copies of maps for display. Cllr Anderson said that BKCA members would also be present. Clerk asked that a copy of the flyer for the event be sent to him for display on the community notice boards and on the website and that he would also mention the event in the Press Release.

**16.** **To agree a date for an Extraordinary Meeting (EM) of KBCC in March 2018 to discuss; a: Long Term Improvement Plan for Kilgetty Play Area. b: Use of KBCC’s Reserves, including provision of benches on The Common, Kilgetty and c: Future improvement/development of The Common, Kilgetty.**

Members agreed to defer this proposed EM until April 2018 to allow for local residents’ feedback and ideas from the Open Day on 17 March 2018. Clerk was asked to include this item on the agenda for the March 2018 meeting of KBCC.

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

Cllr Lockley confirmed that she had not attended any local OVW meetings recently. Cllr Lockley handed out to councillors copies of the OVW training modules that were taking place between now and July 2018. Clerk was asked to approach PCC’s Monitoring Officer to see if she would be willing to provide Code of Conduct training for KBCC councillors.

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

Councillor Anderson provided the following update;

* The toilets at the Community Centre had been refurbished and now provide disabled facilities. Over £7k had been spent. Installation of new flooring had almost been completed. BKCA will look at replacing the existing chairs at the Community Centre as their next project and as funding dictated. 80 chairs were needed.
* Plants had been ordered for the long beds.
* Members of BKCA will be attending the KBCC Open Day on 17 March 2018.

Cllr Anderson also updated KBCC on the recent meeting between BKCA and Victoria Bancroft, Rural Futures Initiative. The initiative aimed to support less well-off families in the area and Kilgetty was one of 2 ‘In Need’ areas in Wales being targeted. Cllr Anderson added that he had provided Victoria Bancroft with contact details of local organisations that she might wish to contact. Cllr Lockley had also spoken with Victoria Bancroft and had issued an open invitation to her to come and talk to KBCC; attendance at the KBCC Open Day was mentioned. No funding was available through the initiative.

**19. Correspondence.**

All correspondence had been made available ahead of the meeting, from 6.30pm, or could be viewed by contacting the Clerk. Cllr Lockley highlighted the following main items of correspondence;

* Letter from Anne Pugh about improvements at Kilgetty Play Area, including better location for the swings. Members noted that BKCA had decided upon location of the play area equipment. Clerk asked to respond, to confirm a meeting was planned to discuss improvements at the Play Area.
* Emails from Alun Thompson about risk of flooding in New Road, Begelly. County Cllr Pugh had responded by confirming PCC would be inspecting the area.
* Donation request from Paul Sartori Foundation.
* Western Power Distribution (WPD) correspondence about new pole and switch on Kilgetty Common. Cllr Anderson had assisted WPD’s entry into the Common.

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

None.

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

Cllr Thomas reported that some local residents were asking about the location

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of defibrillators in the area. Members discussed the locations, at the White Horse Public House, Kingsmoor Sports Club, The Begelly Arms Hotel, Folly Farm and at 1 Formula Fitness. Access issues were mentioned and councillors wondered if one could be located at the Community Centre or Post Office. Clerk was asked to mention the location of the defibrillators in the Press Release.

Cllr Thomas also reported that a speed hump outside Stepaside School was missing.

Cllr Whitby suggested that a list of councillors be provided for the KBCC Open Day.

There being no further business, the meeting closed at 9.25pm.

KBCC

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