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

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

Thursday 8 March 2018

MINUTES

**Present:**

Cllr Janet Ward (Chair of meeting)

Cllr Peter Adams

Cllr David Anderson

Cllr Trevor Andrews

Cllr Christopher Ebrey

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr John Whitby

Cllr Josephine Woodgate

Ian Morris (Clerk and Responsible Finance Officer)

County Cllr David Pugh was also in attendance for part of the meeting.

A Public Participation session took place between 7.00pm and 7.01pm.

1. **Apologies.**

Cllr Diane Lockley.

**2. Declarations of Interest.**

None at this point.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 8 February 2018.**

Cllr Smith proposed that the draft Minutes of the Full Council Meeting held on 8 February 2018 be approved as a true and correct record. Seconded by Cllr Andrews. Vote taken – 7 in favour, 3 abstentions.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 8 February 2018.**

**1093 (4) –** Cllr Anderson confirmed that BKCA had met with Victoria Bancroft, Rural Futures Initiative, who would like to set up a Steering Group that would look to drive forward proposals for projects within Kilgetty.

**1100**

**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) –** No update but Clerk asked to chase up PCC for a progress report. Review April 2018.
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre –** Clerk confirmed that he had been unable to locate the original deeds for Miner’s Field (including checking with the Charity Commission) and that the solicitor, Darwin Bowie, would now like to apply for registration based on lost deeds. Clerk confirmed with Members the area of land at Miner’s Field in the ownership of KBCC. Cllr Adams proposed that this work be taken forward by Darwin Bowie. Seconded by Cllr Smith. Vote taken – all in favour. Clerk also confirmed that PCC had now said that they would adopt the proposed footpath between Newton Heights and the Scout Hut and would also be responsible for on-going maintenance. The path would not be lit. Cllr Anderson proposed that KBCC now give approval for the installation of the footpath by PCC. Seconded by Cllr Smith. Vote taken – all in favour. Clerk was asked to ensure that PCC keep KBCC up to date on progress and that PCC take note that each end of the footpath be secure (kissing gate) to avoid horses being placed in Miner’s Field. Review April 2018.
* **Removal of BT Kiosk in Begelly –** Members agreed to review in June 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 Ward brought forward the following planning application and other planning notices;

**17/1178/PA – Erection of a conservatory to rear elevation at Langdon Park, Begelly SA68 0NJ.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Ebrey. Vote taken – all in favour.

Other planning notices and correspondence were noted.

**1101**

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Yellow rumble strips on the A478 at Thomas Chapel junction were wearing away. Cllr Pugh said he would mention to Darren Thomas at PCC.
* PCC had voted to raise its 2018/19 Council Tax rate by 12.5%, at its meeting held earlier that day. This would still be the lowest rate in Wales. Cllr Pugh said he had voted against this increase. PCC had agreed to look at various areas of their work and Cllr Pugh would be part of an internal task force that would be looking at all aspects of PCC Services delivery. He agreed to report back to KBCC on progress. Other task forces would be looking at PCC Assets, People and Social Services and Well-Being.
* There was no update on changes to refuse collections.

**8. To consider and approve membership of One Voice Wales (OVW).**

Cllr Ward brought this item forward on the agenda. Clerk confirmed that the OVW membership fee for 2018/19 would be £311. Cllr Andrews proposed that KBCC retain membership of OVW for 2018/19. Seconded by Cllr Ebrey. Vote taken – all in favour.

**9. Accounts for Payment.**

The following invoices were presented for approval and payment;

Ian Morris – salary (no office costs) £ 381.30

HMRC - PAYE £ 95.20

One Voice Wales - (membership for 2018/19) £ 311.00

**Total £ 787.50**

Cllr Jones proposed that these invoices be approved for payment. Seconded by Cllr Adams. Vote taken – all in favour.

**10. To consider applications received following the KBCC Casual Vacancy process for Kilgetty ward.**

Cllr Ebrey declared a **Personal Interest** in this item.

Cllr Ward confirmed that one application had been received, from Jayne Palmer. Cllr Ward read out Jayne Palmer’s letter of application. Cllr Andrews proposed that Jayne Palmer’s application for Co-option be approved. Seconded by Cllr Adams. Vote taken – 9 in favour, 1 abstention. Clerk was asked to write to Jayne Palmer, inviting her to the next meeting of KBCC.

**1102**

**11. To receive an update on Code of Conduct training for KBCC.**

Clerk confirmed that Claire Jones, Monitoring Officer, had agreed to provide training for KBCC on the Code of Conduct. Cllr Adams proposed that this training be arranged ahead of a Full Council meeting, starting at 6.15pm, in June or July 2018. Seconded by Cllr Smith. Vote taken – all in favour. Clerk to take forward.

**12. To consider an update on the soil test results on Miner’s Field, Kilgetty.**

Clerk said that Rachel Thomas, Contaminated Land Inspector at PCC had reported that the soil analysis had now been done but that she was awaiting the chemical data from the laboratory. This was expected within 2 weeks. Members agreed to discuss the issue again at the 12 April 2018 meeting of KBCC.

**13. To consider the purchase and installation of a Vehicle Actuated Speed (VAS) sign, rumble strips and/or speed ramps in KBCC’s area.**

Clerk reported that PCC had provided feedback on the costs of full width road humps, yellow transverse markings and VAS signs. VAS signs cost £5k and solar powered VAS signs cost £6k. Yellow transverse markings would cost £100 per location. PCC reported that rumble trips were no longer permitted within 200m of any property. Councillors agreed to hold in abeyance any purchase of VAS signs or transverse markings but considered that yellow rumble strips could best be installed adjacent to the community garden, where the road narrowed. The cost for rumble strips was unknown. After a further discussion, Cllr Anderson proposed that a budget of £200 be made available for the purchase and installation of yellow rumble strips in Carmarthen Road, Kilgetty, where the road narrowed adjacent to the community garden. Seconded by Cllr Ebrey. Vote taken 9 in favour, 1 abstention. Clerk was asked to take forward with PCC.

County Cllr Pugh left the meeting at this point (8.12pm).

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

Clerk confirmed that he had now received a copy of the NALC GDPR Toolkit from OVW. OVW had reported that they would be arranging training on the subject and suggested that, for the moment, KBCC should await further advice from them before taking any action. Cllr Adams asked for a copy of the toolkit to be sent to him by email. Members agreed to review in April 2018.

**1103**

**15. To receive an update on the Independent Remuneration Panel for Wales (IRPW) Annual Report 2018 including on payments to Members.**

Clerk reported that the IRPW had now approved their Annual Report 2018 and that a change had been made (since the draft report had been circulated) to Determination 45. This related to the proposed annual payment of £150 to Members. This was no longer to be a mandatory payment but should be **made available** for Members of Town and Community Councils which had an annual budget in 2017/18 of below £30k. As this was no longer a mandated payment, a formal decision by each Community Council on making this payment was required annually and the decision made must apply to all members. However, an individual Member could make a personal decision to elect to forgo all, or part, of the entitlement to the payment, by giving notice in writing to the Proper Officer of the Council. Clerk was unsure when the payment needed to be made and how this would be paid. The IRPW was providing training for Clerks and KBCC’s Clerk hoped to attend. After a discussion on this matter, Full Council agreed to withhold a decision, on whether to agree or not to making this payment, until April 2018.

**16. 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. All councillors hoped to attend along with representatives from PCC’s Refuse Team, the PCSO, Rural Futures Initiative and BKCA. Cllr Thomas would also be displaying maps of the area and Cllr Adams would be providing a screen and projector, if required.

**17.** **To agree a date for an Extraordinary Meeting (EM) of KBCC in April 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 discussion on 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 April 2018 meeting of KBCC. Cllr Ebrey reported that some wooden panels from the slide were again missing.

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

Cllr Lockley was absent and so no update available.

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

Cllr Anderson confirmed that there had not been a BKCA meeting that month and so no report provided.

**1104**

**20. Correspondence.**

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

* Letter from PCC acknowledging KBCC’s Annual Precept requirements for 2018/19.
* Letter from PCC highlighting increase in PCC Car Park charges from 19 March 2018.
* Email from PACTO urging use of the Sunday Bus service to Withybush.
* Event details: ‘Plastic Free Pembrokeshire’ at Regency Hall, Saundersfoot, on 24 April 2018 at 5.45pm.

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

None.

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

Cllr Ebrey reported 2 deep potholes near to Begelly roundabout on the A477. Cllr Ebrey agreed to email the Clerk with details.

Cllr Adams said that Gretta Marshall was hosting a Facebook page entitled ‘Kilgetty-Begelly Community People and Events’.

Cllr Smith wished to thank Cllr Ebrey for all his work on arranging the KBCC Open Day.

Cllr Andrews asked about the missing Stepaside School recycling bin in the Co-operative car park. Clerk to ask Paul Harries, Head teacher, for an update.

There being no further business, the meeting closed at 9.05pm.

KBCC

March 2018

**1105**