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

Full Council Meeting held at Kilgetty-Begelly Community Centre, Kilgetty at 7.05pm.

Thursday 11 October 2018

MINUTES

**Present:**

Cllr Jayne Ebrey (Chair of meeting)

Cllr David Anderson

Cllr Christopher Ebrey

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr Janet Ward

Cllr John Whitby

Cllr Josephine Woodgate

Ian Morris (Clerk and Responsible Finance Officer)

Public Participation session took place between 7.03pm and 7.05pm.

1. **Apologies.**

Cllr Peter Adams and Cllr Diane Lockley.

**2. Declarations of Interest.**

Cllr Anderson declared a Personal and Prejudicial Interest in agenda item 12 and Cllr John Whitby declared a Personal and Prejudicial Interest in agenda item 11.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 13 September 2018.**

Cllr Jones said that the word ‘Risk’ had been incorrectly spelt at 1152 (18). County Cllr Pugh said that the headmaster’s surname at 1152 (17) should read Harries. Cllr Smith proposed that, once these amendments had been made, the draft Minutes of the Full Council Meeting held on 13 September 2018 be approved as a true and correct record. Seconded by Cllr Jones. Vote taken – 8 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 13 September 2018.**

**1148 (5)** – Cllr Thomas and Cllr Ward had attended the Heritage Park

**1154**

exhibition on 19 September 2018. Cllr Thomas said that the location was technically outside KBCC’s boundaries but that invites to KBCC to attend had been made as a courtesy. Cllr Thomas had been taken around the site and some concerns had been raised about the building of the proposed spa. Cllr Ward had raised the issue of parking and it had been confirmed that the ‘top’ car park was no longer a car park. Cllr Ward said parking was provided at the main site but that this needed to be more organised with, perhaps, lined bays. Capacity of the sewerage system was discussed and Cllr Ward confirmed that water flowing into the river from the site had been tested. Questions had also been raised about the materials used in construction of the cabins, in case of fire. These had not been answered satisfactorily. Cllr Ward added that there was nowhere on site for walkers and visitors to sit. Cllr Ward agreed to email the Clerk with these and other queries in order that they can be passed on to Saundersfoot Community Council, copied to Amroth Community Council. Members were content.

**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) –** Members had previously agreed to review in **November 2018.**
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre/Land registration of Miner’s Field –** Members discussed the old sign at the entrance to the Scout car park. Cllr Anderson proposed that the sign be removed and that if deemed necessary, Full Council agree wording for a replacement sign, at the November 2018 meeting. Seconded by Cllr Smith. Vote taken – all in favour. Following a request from a local resident, Paul Wyatt, for the installation of a privacy fence between the new footpath and his boundary, PCC had offered to plant additional natural shielding. This proposal was also discussed by Full Council. Cllr Jones proposed that KBCC accept PCC’s offer to plant additional natural shielding. Seconded by Cllr Thomas. Vote taken – all in favour. Clerk to reply to PCC accordingly. No update on land registration. Review **November 2018**.

* **Condition of A478 road in Begelly (including dip in road and mud fouling) –** Members noted that road improvement works were taking place between Folly Farm and Templeton and wondered if these might extend to Begelly. Cllr Anderson proposed, however, that this matter be taken off ‘Action Tracking’. Seconded by Cllr Smith. Vote taken – all in favour.

**6. Planning.**

Cllr Jayne Ebrey brought forward the following planning applications and other

**1155**

planning notices. After discussion by Full Council, the following recommendations were made;

**18/0650/PA – Proposed rear two storey extension at 6 Newton Heights, Kilgetty SA68 0ZB.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Woodgate. Vote taken – all in favour.

**18/0540/PA – Variation of condition 1 to planning permission 16/0756/PA (Variation of condition 2 of planning application 14/0155/PA (to incorporate additional garages)) to amend drawings to allow attic bedrooms to plots 2 and 3 at Brookfield Villas, Begelly SA68 0YJ.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Christopher Ebrey. Vote taken – all in favour.

**18/0543/PA – Conversion of outbuilding to holiday unit at Upper Broom Farm, Thomas Chapel SA68 0XG.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Jones. Vote taken – all in favour.

**18/0553/LB – Alterations to bridge at Ford Bridge, Jeffreyston, Kilgetty.** Cllr Thomas confirmed that the improvement work proposed followed damage to the bridge by a vehicle. Cllr Smith proposed that this application be recommended for approval. Seconded by Cllr Thomas. Vote taken – all in favour.

Other planning notices were noted.

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* PCC Full Council had met that day and agreed, as part of the improvement review, that the new kerbside sorting refuse/recycling collections would commence on 14 October 2019. This would coincide with the start of the 3-weekly black bag collections. Types of recycling material collected would be expanded to help reduce black bag waste.
* Cabinet had agreed to allow PCC to proceed to purchase the old *Ocky White* building in Haverfordwest for £250k. This followed concerns expressed by the PCC Overview and Scrutiny Committee about the original price (approx. £450k) and future on-going revenue generation.

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

Cllr Jayne Ebrey confirmed that a written donationrequest had now been received from St Mary’s Church, Begelly, toward the cost of floodlighting and general upkeep. Cllr Thomas proposed that a donation of £100 be made to St Mary’s Church, Begelly. Seconded by Cllr Christopher Ebrey. Vote taken – all in favour.

**1156**

**9. Accounts for Payment.**

The following invoices were presented for approval and payment;

Ian Morris – salary and office costs £ 429.82

HMRC – (PAYE) £ 100.00

Russell Evans - (grass cutting) £ 265.00

*Tenby Observer* – advertisement £ 84.00

Marie Curie Nurses in Pembrokeshire – donation £ 125.00

Paul Sartori Hospice at Home – donation £ 125.00

Children’s Wales Air Ambulance – donation £ 125.00

Sandy Bear Children’s Bereavement Charity – donation £ 125.00

St Mary’s Church, Begelly – donation £ 100.00

A Hilling – cutting of The Common £ 240.00

SSE Swalec – unmetered Christmas lighting 2017/18 £ 10.91

**Total £1,729.73**

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

**10. Bank Reconciliation for the Second Quarter of FY 2018/19 and the Budget Monitoring Report and Income Report for the Second Quarter of FY 2018/19.**

After due consideration and discussion, Cllr Jones proposed that the Bank Reconciliation for the Second Quarter of FY 2018/19 be approved. Seconded by Cllr Smith, who thanked the Clerk for his work. Vote taken – all in favour. Other documents were noted.

**11. To consider applications received for the Casual Vacancy (Co-option) for KBCC’s Kilgetty ward.**

Cllr Whitby left the room at this point (8.09pm).

Cllr Jayne Ebrey brought forward the 5 applications that had been received. One application was deemed ineligible as this had been received after the closing date. Applications from the remaining four applicants were read out by Cllr Jayne Ebrey. Members discussed the merits of some of the candidates but felt that a brief presentation (2-3 minutes) at the next KBCC meeting would be a better way of getting to know the candidates and would be more democratic. Cllr Anderson also remarked that not all KBCC Members were present. Cllr Thomas proposed that all four eligible applicants be invited to the 8 November 2018 meeting of KBCC to undertake a brief presentation by way of introduction. Seconded by Cllr Christopher Ebrey. Vote taken – all in favour. Clerk was asked to write to the applicants accordingly.

Councillor Whitby returned to the room at this point (8.25pm).

**1157**

**12. To consider BKCA’s request for KBCC to agree in principle to make payment for new heaters in the Community Centre, Kilgetty.**

Cllr Anderson and County Cllr Pugh left the room at this point (8.26pm)

Cllr Jayne Ebrey reminded Members that Cllr Anderson had set out BKCA’s request during Public Participation. KBCC had been requested to meet the costs of the new heaters, including VAT. BKCA would then make payment to KBCC of these costs, excluding VAT. Cllr Anderson had estimated costs at £3,500. ACDC had been asked to install. Cllr Ward proposed that KBCC agree to BKCA’s request. Seconded by Cllr Jones. Vote taken – 8 in favour.

Cllr Anderson and County Cllr Pugh returned to the room at this point (8.28pm).

**13. To consider and approve a charitable donation to PATCH’s Christmas Toy Appeal.**

Cllr Jayne Ebrey read out the donation request from PATCH. Members thought this a worthwhile charity and it was locally based. Cllr Thomas proposed that a donation of £125 be approved to PATCH. Seconded by Cllr Ward. Vote taken – all in favour.

**14. To receive an update from Cllr Thomas on registration of the land at Begelly Play Area.**

Cllr Thomas reported that he had revisited the archives at Prendergast on three occasions and had looked at records going back to 1961. There was no update on registration of the land. Cllr Thomas asked that the matter be added to the agenda for the November 2018 meeting.

**15.** **To receive an update from KBCC’s Play Area sub-committee.**

Cllr Jayne Ebrey reported that Playdale Ltd had now sent illustrations of suggested play area equipment. Members noted. Cllr Jayne Ebrey said she would now show these illustrations to children at Stepaside School in order to seek their views. A further meeting with Playdale was planned for late October/early November and which should produce quotations. These would help inform quotations from other suppliers in due course. The condition of the ground at Kilgetty play area was noted but Cllr Christopher Ebrey said this had also been discussed with Playdale. Cllr Thomas reminded Members that Begelly Play Area also needed to be looked, if only for the provision of some swings and a slide. Cllr Jayne Ebrey said she would take Playdale to Begelly Play Area, too. Members noted that there was no further update on the Enhancing Pembrokeshire grant but Clerk agreed to forward contact details of ‘Save Our Skrinkle Park’ to Cllr Christopher Ebrey, together with information on the Enhancing Pembrokeshire grant.

**1158**

At this point, Cllr Jayne Ebrey said that Cllr Christopher Ebrey and she had to leave the meeting and proposed that Cllr Ward take up position of Chair of the meeting. Seconded by Cllr Anderson. Vote taken – all in favour.

Cllr Christopher Ebrey and Jayne Ebrey left the room at this point (8.52pm). Cllr Ward took up position of Chair of the meeting.

**16. To consider and approve comments on the final draft of the PCC/CTC Charter.**

Members were content with the draft and offered no comments.

**17. To note the Independent Remuneration Panel for Wales draft Annual Report 2019 and approve comments (if any).**

Clerk handed out copies of an extract from the report relevant to Community and Town Councils. Clerk highlighted the main issues. Members agreed to discuss further at the next meeting of KBCC.

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

As Cllr Lockley was not present, no update was provided this month.

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

Councillor Anderson provided the following report;

* Plans to install new heating at the Community Centre are being taken forward and ‘dumb’ rather than ‘smart’ heaters would be purchased.
* Free Wi-Fi was now available at the Community Centre and the relevant password is displayed on walls at the Centre.
* A Christmas Fayre (table top sale) is planned for Saturday, 8 December 2018 at 10.00am.
* This year’s Mince Pies and Music event is scheduled to take place on the afternoon of Thursday, 13 December 2018. Exact timings to be confirmed.

**20. Correspondence.**

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

* Copy of an email from Paul Wyatt, Stepaside School Governor, sent to Simon Hart MP and Angela Burns AM/AC about access safety issues during construction of the development approved under planning permission 15/1222/PA. County Cllr Pugh said that PCC had met with School Governors and that a traffic management plan would be

**1159**

developed to ensure separation between children and construction traffic. Members also highlighted KBCC’s previous concerns about traffic issues that might arise outside the chip shop and surrounding area during construction.

* Email from 1st Kilgetty Scout Group about damage and mess outside the Scout Hut left by the contractor who had built the footpath at Miners’ Field. Clerk was asked to forward to Stephen Benger at PCC.
* Email from Rhys Jones, Stepaside, about the proposed developments at Heritage Park, Stepaside. Members again re-iterated that the development was not within KBCC’s boundaries and that Mr Jones should speak to Saundersfoot Community Council and/or Amroth Community Council.

Cllr Jones left the room at this point (9.21pm).

* Email from PCC about three surveys. These include one on the Toilet Strategy Needs Assessment. Clerk to send by email to all Members to consider completion individually.

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

None.

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

Cllr Thomas reported that potholes had reappeared between the two Begelly roundabouts on the A478. Clerk suggested that the report forms on the PCC website be completed. Cllr Ward also mentioned the condition of the road at the entrance to Carmarthen Road after coming off the A477 at the Stepaside junction. County Cllr Pugh suggested emailing the Area Maintenance Team South.

Clerk was on annual leave between 15 and 19 October 2018.

There being no further business, the meeting closed at 9.28pm.

KBCC

October 2018

**1160**