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

Full Council Meeting held at Kilgetty-Begelly Community Centre, Kilgetty commencing at 7.03pm.

Thursday 8 November 2018

NON-CONFIDENTIAL MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Jayne Ebrey (Vice-chair)

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)

County Cllr David Pugh was also present.

No Public Participation session took place.

1. **Absent without apology.**

Cllr Peter Adams.

**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 October 2018.**

Cllr Smith proposed that the draft Minutes of the Full Council Meeting held on 11 October 2018 be approved as a true and correct record. Seconded by Cllr Ward. Vote taken – 9 in favour, 1 abstention.

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

Cllr Lockley expressed concern about the number of councillors leaving Full Council meetings before the end of meetings. She suggested that the relevant Standing Order(s) be reviewed at the December 2018 meeting. Members

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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 highlighted safety concerns about the current condition of the footpath and asked the Clerk to seek an update from Pembrokeshire County Council (PCC). Review in **December 2018.**
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre/Land registration of Miner’s Field –** Members thanked Cllr C Ebrey for taking down the old Begelly Community Council sign at the entrance to the Scout car park. Full Council agreed to consider and agree appropriate wording for a replacement sign at the December 2018 meeting. Cllr Lockley confirmed that land registration in the name of KBCC had now been completed. PCC had confirmed that additional natural shielding (toward the rear of Mr Wyatt’s house) would be planted later that month. PCC had spoken to the contractor to ask them to clear away any equipment left on site. Some Members thought the mess had been cleared. Full Council agreed to review the new sign and natural shielding issues in **December 2018.**

**6. Planning.**

Cllr Lockley brought forward one planning application and other planning notices. Full Council made the following comments and recommendation;

* **18/0613/PA – Enlargement of area of caravan site, erection of a meet and greet building, children’s play area, new roads and landscaping at Ryelands Caravan Park, Ryelands Lane, Kilgetty SA68 0UY.** Cllr Lockley reminded Members that Full Council had been consulted on this major development at Pre-planning application consultation stage. Cllr Lockley and Cllr Thomas had undertaken a site visit at that time and had reported back to KBCC at its September 2018 meeting. No comments had been made to the applicant at that point. Cllr Jones repeated her earlier concerns about the proposed 12 month occupancy rates. However, after discussion, Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Ward. Vote taken – 9 in favour, 1 abstention.

Other planning notices were noted. Cllr Anderson considered that KBCC needed to spend a little more time considering planning applications to avoid missing key points.

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**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* A recent burst water main in Thomas Chapel would mean closing the road for 2 days. Welsh Water were currently repairing the main.
* Dyed-Powys Police surgeries for local residents continue to take place at the Community Centre, Kilgetty, on the second Thursday of each month between 10am and 12 noon. Clerk said details were on KBCC’s website and that he would mention in the Press Release.
* PCC and Dyfed-Powys Police were in discussion about extending the 40mph speed limit from Windberry Top to the junction with Ryelands Lane on the A478 at Begelly. PCC had undertaken some research and found that this had not previously been an issue. However, County Cllr Pugh agreed to keep KBCC informed.
* County Cllr Pugh had attended a Rural Futures Initiative meeting the previous evening and more events were planned for January.
* PCC had approved a draft of changes to the Gambling Act and this draft would be considered by its full Cabinet on 3 December 2018.
* A possible relaxation of policy by the Welsh Government, on the use of Vehicle Recognition Cameras, may assist in taking forward plans for their installation outside the Co-operative in Kilgetty, to help prevent the continued illegal parking at this location. Kilgetty would be deemed a priority if this relaxation of policy occurred. KBCC would be kept informed.

**8. Accounts for Payment.**

The following invoices were presented for approval and payment;

Ian Morris – salary £ 400.00

HMRC – (PAYE) £ 100.00

Russell Evans - (grass cutting) £ 265.00

Darwin Bowie Ltd – (legal fees) £ 698.00

The Royal British Legion Poppy Appeal – (wreath) £ 27.00

PATCH – (donation) £ 125.00

One Voice Wales – (training costs) £ 40.00

SSE – (office unit electricity costs) £ 49.36

**Total £1,704.36**

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

At this point (7.50pm), Cllr C Ebrey proposed that Full Council move out of session. Seconded by Cllr Smith. Vote taken – all in favour.

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At this point (8.07pm), Cllr Lockley proposed that Full Council move back into session. Seconded by Cllr C Ebrey. Vote taken – all in favour.

At this point (8.08pm), Cllr Lockley proposed that Full Council move into Confidential session. Seconded by Cllr Thomas. Vote taken – all in favour. Members of the public were asked to leave the room.

**9. To consider and approve one Casual Vacancy (Co-option) for Kilgetty ward.**

At this point (8.20pm), Cllr Lockley proposed that Full Council move out of Confidential session. Seconded by Cllr J Ebrey. Vote taken – all in favour.

At this point (8.21pm), Cllr Lockley proposed that Full Council move out of session, in order to inform applicants of KBCC’s decision on the Casual Vacancy. Seconded by Cllr Anderson. Vote taken – all in favour.

At this point (8.24pm), Cllr Lockley proposed that Full Council move back into session. Seconded by Cllr C Ebrey. Vote taken – all in favour.

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

Cllr Thomas reported that he had spoken to other local residents, including Tom Price and Trevor Davies, as part of his research work on land ownership. KBCC now needed to complete a SIM for HM Land Registry (at a cost of £4). This would instigate a HM Land Registry check on land ownership. However, Cllr Thomas said that KBCC may eventually need to apply for ownership based on Adverse Possession. He added that if the SIM process comes back negative, the next stage could commence. Cllr Anderson thought that the next stage would need to involve the legal profession. Cllr Smith proposed that Cllr Thomas take forward the SIM process at a cost of £4. Seconded by Cllr J Ebrey. Vote taken – all in favour.

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

Cllr Jayne Ebrey reported that she had met with Playdale Ltd and they had provided illustrations of suggested play equipment and also offered ideas for flooring at the play area. Members viewed the illustrations and made some suggestions on preferred equipment. Playdale Ltd would also be sending ideas for Begelly Play Area following a visit to the location. Playdale Ltd.’s quote for work at the play area (for everything quoted including drainage work) was £66k but this included £15k for the removal of existing equipment. All equipment would be of stainless steel with composite panels. Cllr J Ebrey said she hoped to attend a PAVS funding fair shortly and would look to secure an additional 2 quotes for work at the play area. Cllr J Ebrey would also contact Stepaside School to update them on progress. PCC’s Play Area inspections had also now been received.

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

Members had reviewed the relevant extract from the IRPW report following the October 2018 meeting of KBCC. Full Council noted the decisions that would be required to be made next year but considered that a decision on Determination 37 should be left to individual councils and not be mandated. Cllr Lockley proposed that the Clerk write to the IRPW to confirm that KBCC felt that a decision on Determination 37 be left to councils and should not be mandated. Seconded by Cllr Anderson. Vote taken – all in favour.

**13. To receive an update on Christmas lighting in Kilgetty for 2018 and agree future requirements.**

Cllr Lockleyconfirmed that the festive lighting would be installed in November and the lighting would be lit between 1 December 2018 and 6 January 2019. Clerk said he had applied to PCC for the appropriate licence.The contractors, LITE Ltd., had offered to meet with KBCC to discuss future requirements. Members suggested that such a meeting be arranged for February or March 2019. Clerk to arrange.

**14. To consider and approve the purchase of ID badges for KBCC Councillors.**

Due to time constraints, Full Council agreed to defer discussions until the December 2018 meeting.

**15. To discuss the setting up of monthly surgeries by KBCC Councillors.**

Due to time constraints, Full Council agreed to defer discussions until the December 2018 meeting.

**16. To consider and approve the inclusion of additional Councillor contact details on the KBCC website.**

This item had been requested by Cllr C Ebrey. Clerk reported that he had spoken with PCC and they would not be undertaking any software changes to the [www.pembstcc.co.uk](http://www.pembstcc.co.uk) website to allow new photographs to be included on the contacts page. However, Cllr C Ebrey asked that his email address be added to his contact details. Other Members discussed their preferences. It was agreed that individual councillors let the Clerk know if they would like their contact details to be amended on the website to include their email address and/or telephone number.

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

Cllr Lockley briefly went through the training update from OVW. No new

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nominations for training. The next area committee meeting was scheduled for December 2018.

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

Councillor Anderson provided the following report;

* Orders for new heaters at the Community Centre, Kilgetty, had been placed and installation work should commence on 19 November 2018.
* Recent damage to a part of the roof at the Community Centre had been repaired.
* The memorial stone in the Community Garden had been cleaned.

**19. Correspondence.**

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

* Email from Angela and Steve Duckworth about planning application 18/0650/PA and expressing their concern that KBCC had not undertaken a site visit. Clerk had responded.
* Email from Jane Ireland confirming her withdrawal from the Casual Vacancy application process.
* Email from Emrys Williams about the condition of some of the play equipment at Kilgetty play area. Clerk had responded and copied to Cllr J Ebrey.
* Letter from St Mary’s Church, Begelly outlining forthcoming activities.

At this point (9.19pm), Cllr Jones left the meeting.

* Email from PCC about Broadband speeds. Cllr Thomas agreed to respond. Clerk to copy email to Cllr Thomas.
* Copy of the Independent Review Panel’s (IRP) Final Report on their review of the Community and Town Council sector in Wales. Clerk was asked to send an email copy to councillors. KBCC had responded to the IRP in February 2018.

In order for more time to be given to consideration of key items of correspondence, Members agreed that the ‘Correspondence’ item be brought forward on future agendas to the item after ‘Action Tracking’.

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

None.

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

Cllr Thomas mentioned the Rural Futures Initiative and a meeting that had taken place the night before the Full Council meeting. Members asked for a full update at the December 2018 meeting.

Cllr Smith reported a car parking issue in Kerr’s Way, Kilgetty. No KBCC action.

There being no further business, the meeting closed at 9.40pm.

KBCC

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