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

Full Council Meeting held at Kilgetty-Begelly Community Centre, Kilgetty commencing at 7.04pm.

Thursday 14 March 2019

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Jayne Ebrey (Vice-chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Christopher Ebrey

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr Janet Ward

Cllr John Whitby

Cllr Paul Wyatt

Ian Morris (Clerk and Responsible Finance Officer)

County Cllr David Pugh was also present.

A Public Participation session took place immediately ahead of the meeting between 7.01pm and 7.03pm. One planning issue was raised.

1. **Apologies.**

Cllr Josephine Woodgate

**2. Declarations of Interest.**

Cllr Lockley declared a **Personal and Prejudicial** Interest in agenda item 7(a) (Planning – 18/1115/PA). See also item 13, below.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 14 February 2019.**

Cllr Lockley asked that the word ‘Farmer’ be replaced with ‘Local resident’ at item 1185 (10). Once this amendment had been made, Cllr J Ebrey proposed that the draft Minutes of the Full Council Meeting held on 14 February 2019 be approved as a true and correct record. Seconded by Cllr Jones. Vote taken – 9 in favour, 2 abstentions.

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**4. Matters Arising from the Minutes of the Full Council Meeting held on 14 February 2019, including agreeing a new date for the Community Health Council (CHC) briefing meeting.**

**1181 (4)** – Members asked the Clerk to invite the CHC to attend and provide KBCC with a briefing on their work immediately prior to the May 2019 or June 2019 KBCC meetings.

**1182 (6)** – County Cllr Pugh confirmed that the developer did not have permission to go through St Mary’s Place, Kilgetty, to access the development site behind Stepaside School. An access road is to be completed through the school grounds before any development begins. However, Cllr Thomas understood that residents of St Mary’s Place had already been approached by the developer.

**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 **April 2019**.
* **Repairs to potholes and road surface dressing in Carmarthen Road, Kilgetty (near to junctions with the A477 and with Sardis Road) –** Members had previously agreed to review in **April 2019.**
* **Flushing of drains in Kilgetty and Begelly, particularly Oakfield Drive, Kilgetty –** Cllr Smith said there had been no recent reports of flooding in Oakfield Drive. Members asked that this item be taken off ‘Action Tracking’.
* **Safety issues on Sardis Road, Kilgetty –** Dyfed-Powys Police had now been made aware of the situation and had agreed to check on the location. Clerk was asked to seek progress with PCC on installation of verge markers/barriers. **Review April 2019**.

**6. Correspondence.**

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

* Email from the Welsh Government (WG) about funding to support the setting up of joint arrangements between councils.

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* Email from PCC confirming Surface Dressing programme 2019.
* Letter from PCC inviting applications for vacancy on PCC Standards Committee. Cllrs C Ebrey, Smith and Wyatt expressed an interest. Clerk was asked to send details of the application procedure to those interested.
* Emails from Beverley Prince about progress with installation of play equipment at Begelly Play Area.
* Email from PCC about trimming of brambles in Ryelands Lane.
* Donation request from Urdd National Eisteddfod. Full Council agreed not to donate on this occasion.
* Email from Jill Evans, MEP, asking KBCC to pass a motion stating that it would not volunteer to host an underground nuclear waste dump. Cllr Lockley proposed that KBCC would not volunteer to host an underground nuclear waste dump. Seconded by Cllr Thomas. Vote taken – 10 in favour, 1 abstention. Clerk to inform Jill Evans MEP accordingly.
* Planning Aid Wales notification of training session on 27 March 2019 in Haverfordwest entitled ‘Introduction to Planning’. Cost is £35 per councillor. Cllr C Ebrey, Cllr Adams and Cllr Wyatt volunteered to attend. Clerk to arrange bookings.
* OVW Town and Community Councils newsletter. Clerk was asked to send a copy by email to Cllrs Jones, Thomas and Wyatt.
* Email from Calor about launch of the Calor Rural Community Fund. Clerk was asked to copy the email to Cllr Thomas.
* Notice from Activity Wales about the Long Course weekend road closures.
* SLCC letter inviting a subscription to their *Local Councils Updates.* Clerk said this would be useful. Cllr Lockley proposed that KBCC subscribe to this publication at a reduced cost of £60 for one year. Seconded by Cllr Adams. Vote taken – all in favour

**7. Planning.**

Cllr Lockley brought forward the following pre-planning application consultation, planning applications and other planning notices. After discussion, Full Council made the following comments and recommendations;

At this point (7.37pm), Cllr Lockley left the room and Cllr J Ebrey took up position of Chair of the meeting.

**18/1115/PA** **– A One Planet Development to include a dwelling house, a timber store, a workshop, an animal barn, an existing shed and two polytunnels at Meadow Woods, Reynalton, Kilgetty SA68 0PE.** Cllr Smith proposed that this application be recommended for approval. Seconded by Cllr Thomas. Vote taken – 10 in favour.

At this point (7.42pm) Cllr Lockley returned to the room and resumed position of Chair of the meeting.

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**18/1164/PA** – **Variation of condition 2 of outline planning permission ref: 09/0840/PA to allow a minor amendment to the approved plans (condition 1 of supplemental Reserved Matters consent ref: 14/0657/PA that defines the approved plans) at Plot 6, Maes Elwyn John, Reynalton, Kilgetty SA68 0PE.** Cllr J Ebrey proposed that this application be recommended for approval. Seconded by Cllr Wyatt. Vote taken – all in favour.

**18/1174/PA** **– Single storey side, rear and front extensions to provide habitable living accommodation, storage and garage space. New hard surfacing to front driveway at Leigh, New Road, Begelly. SA68 0YE**. Cllr Smith proposed that this application be recommended for approval. Seconded by Cllr C Ebrey. Vote taken – all in favour.

**18/1240/PA** **– Removal of condition 3 (Confirmation of Diversion Order for Public Right of Way) of planning permission 17/0197/PA (Extension to existing touring caravan/camping site to create a total of 36 pitches, the provision of a touring caravan storage area and new site facilities building) at Buttles Caravan Park, New Road, Begelly SA68 0YG.** Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Ward. Vote taken – all in favour.

**18/1217/PA – Enlarging area of Caravan Site, Erection of Meet and Greet Building, Children’s Play Area, New Roads and Landscaping (Resubmission of 18/0613/PA) at Ryelands Caravan Park, Ryelands Lane, Kilgetty SA68 0UY.** Full Council discussed some of the issues around wildlife, lighting, road traffic, year round use of the site and the ‘meet and greet’ building. After discussion, Cllr Lockley proposed that this application be recommended for approval but that PCC be informed about KBCC’s concerns about road traffic safety issues at this location which is at a rural, narrow part of Ryelands Lane. PCC Highways to be asked to look at this location carefully when commenting on the application. Seconded by Cllr C Ebrey. Vote taken – 10 in favour, 1 abstention.

**Pre-planning application consultation for a Proposed Residential Development at land off Station Road, Kilgetty SA68 0YR.** As this Pre-planning application consultation had only just been received by KBCC (12 March 2019), the Clerk was asked to seek an extension to the deadline for comments, in order that KBCC could discuss fully at its meeting on 11 April 2019. Clerk was asked to email details to councillors. Members considered that access, density of the development and problems of construction traffic in Station Road would be issues to be considered.

Other planning notices were noted.

Cllr Lockley highlighted the main issues to arise from the KBCC/Amroth Community Council (ACC) meeting held immediately before Full Council. The meeting had been arranged to discuss the proposed major development at

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Heritage Park, Stepaside. KBCC and ACC had agreed to keep in touch and liaise accordingly should a full planning application be submitted. If a full planning application was submitted, KBCC and ACC agreed to meet up again in order to provide a joint response to the planning authority, Pembrokeshire County Council (PCC). ACC also agreed to let KBCC know of any response they receive from PCC, to concerns they had voiced about the applicant’s adherence to current planning conditions for the site.

**8. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Cllr Pugh had recently attended a presentation by Pembrokeshire Community Land Trust. The meeting had provided information on the funding of the setting up of community land trusts for the provision of affordable housing, owned by the local community, for local people on low or average incomes. Two examples, in Solva and St David’s were highlighted.
* PCC funding was available for ‘Eco Champions’ in local areas and this would be split to cover over 70 community and town council areas. Matt Bond at PCC was the contact officer.
* PCC had now provided details of future surface dressing of roads in the county, including in KBCC’s area. Work commences later in the spring.
* Cllr Pugh had attended a Local Development Plan 2 (LDP 2) seminar that day. This had highlighted that 55 additional candidate sites had been submitted to PCC for consideration. One small site in Kilgetty is to be considered (near to Ivy Chimney Lane). The Welsh Government had also commented on LDP 2 work, including a request for papers and amendments to include the Welsh language and that it did not like the 60/40 urban/rural split. A statutory consultation on candidate sites will begin later in the spring and this would include Town and Community Councils. The deposit plan will be presented to PCC’s Cabinet in December 2019.

County Cllr Pugh was thanked for his helpful update.

**9. Accounts for Payment.**

The following invoices were presented for approval and payment;

Ian Morris – salary (no office costs) £ 400.00

HMRC – (PAYE) £ 100.00

Gavin Thomas – land registry fee/travel and telephone costs £ 9.50

Wales Audit Office – annual audit fee for 2017/18 £ 182.00

**Total £ 691.50**

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

**10. To consider and approve the choice of Christmas lights and installer for Kilgetty for 2019/20.**

Members had been given copies of the choice of lighting available from LITE Ltd at the previous meeting. Cllr Adams asked about lighting in Begelly and at Begelly roundabout but Full Council agreed to look at this matter next year, including during the Annual Precept discussions, in January 2020. County Cllr Pugh said that the infrastructure was available at St Mary’s Church, Begelly, to help with lighting at Begelly roundabout and also suggested that local businesses should be encouraged to help with the festive lighting. Cllr Thomas asked if lighting installed could include flashing lights. Clerk to ask LITE Ltd on this point. After discussion, Cllr Lockley proposed that KBCC choose OPTION 2 large lights as set out in the LITE Ltd papers. Seconded by Cllr Smith. Vote taken – all in favour.

**11. To consider and approve the funding of traffic calming measures in Ryelands Lane, Kilgetty**

Cllr Lockley read out the response from Clare Williams, Assistant Transport Planer, PCC, following KBCC’s request for information on installation and cost of a Vehicle Actuated Speed sign (VAS) in Ryelands Lane. PCC consider that it unlikely that traffic calming measures in Ryelands Lane would be justified and that a VAS unit would not be the best return on investment.

Cllr Whitby left the room at this point (8.51pm) and returned to the room at 8.53pm.

County Cllr Pugh suggested that the existing 30mph speed limit signs be moved to just north of Ryelands Caravan Park and that yellow ‘rumble strips’ be installed as a reminder of the speed limit at this point. This work could be funded by any Section 106 funding sought from Ryelands Caravan Park as part of their current planning application. County Cllr Pugh said he would look into these possibilities. Members agreed to rule out installation of a VAS unit but supported County Cllr Pugh’s suggestions. Clerk to respond to PCC accordingly.

**12. To consider and approve the purchase of 2 or 3 picnic benches for Miners’ Field.**

Cllr C Ebrey outlined his proposal which Members thought was a good idea. Clerk was asked to send the SLPW brochure out by email to councillors for consideration, to aid decision making on this proposal at the April 2019 meeting.

Cllr C Ebrey left the room at this point (8.57pm) and returned at 8.59pm.

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**13. To consider and approve Determinations 41-45, 47 and 48 of the Independent Remuneration Panel for Wales (IRPW) Annual Report 2019.**

All councillors declared a **Personal** Interest in this item.

Members noted that Determination 40 was now mandated but councillors wishing to opt out of receiving the £150 allowance payment could write to the Clerk to confirm that they wished to forego this payment for financial year 2019/20. Cllr Lockley reminded Full Council that they had agreed to follow this action at the January 2019 meeting when discussing the Annual Precept.

Cllr Lockley proposed that KBCC make available the payments set out in Determinations 42-45 of the IPRW report. Seconded by Cllr C Ebrey. Vote taken – all in favour.

Cllr Lockley proposed that KBCC make available the payments set out in Determinations 47 and 48 of the IRPW report. Seconded by Cllr C Ebrey. Vote taken – all in favour.

Determination 46 (reimbursements of any eligible care costs) is mandated.

**14. To discuss further KBCC action (if any) in respect of unlawful parking outside the Co-operative Stores, Kilgetty.**

Cllr Thomas reported that Civil Enforcement Officers (CEOs) had visited the location the previous Sunday and had ticketed a number of cars parked outside the Co-operative. On Facebook, over 100 people had welcomed this action. Cllr Thomas suggested that PCC be asked to provide monthly data on visits by the CEOs and on the number of tickets issued for illegal parking. This information could then by included in the KBCC press release, as a means of deterrent to help prevent the illegal parking. Members thought this a good idea and asked the Clerk to request this information from PCC.

Cllr Smith and County Cllr Pugh left the room at this point (9.17pm)

Cllr Smith returned to the room at 9.20pm.

**15. To consider and approve the provision of an appropriate ‘no overnight parking’ sign at Miners’ Field, Kilgetty.**

Cllr Wyatt reported that the Scout Group had made complaints about various parking issues in their car park, including overnight parking. The local PCSO had suggested wording for an appropriate sign. Cllr C Ebrey offered to get a quote(s) and proof for a suitable sign for Members to consider at the April 2019 meeting.

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

Cllr Thomas reported that he had met with Martin Everett, of Darwin Bowie,

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Solicitors, who had provided advice and options available on attempting to obtain registered title on the land at Begelly Play Area.

These options included claims based on Adverse Possession; Lost deeds and on registration of the land as a village green.

Cllr Thomas agreed to seek information in order to clarify the costs and legal context for each option and report back at the April 2019 meeting.

**17.** **To receive an update from KBCC’s Play Areas sub-committee; approve the draft Terms of Reference for the sub-committee and consider the 2019 Annual Inspection Reports for Begelly and Kilgetty Play Areas.**

Cllr J Ebrey asked if any councillors wished to sit on the sub-committee. As well as Cllr J Ebrey, the following councillors agreed to be members of the sub-committee; Cllr Adams, Cllr C Ebrey, Cllr Smith, Cllr Ward, Cllr Whitby and Cllr Wyatt.

Cllr Lockley asked for comments on the draft Terms of Reference for the sub-committee which had been given to Members last month. As no further comments were received, Cllr Lockley proposed that the draft Terms of Reference for the KBCC Play Area Sub-Committee be approved. Seconded by Cllr Smith. Vote taken – all in favour.

Cllr J Ebrey reported that HAGS would be visiting the play areas on 19 March 2019 to look around and to facilitate recommendations to KBCC. Cllr C Ebrey mentioned grant applications available through ‘Wooden Spoon’ but that there was very little grant assistance available to community councils from elsewhere.

Cllr Lockley asked the sub-committee to discuss the latest Annual Inspection Reports and to report back on appropriate remedial action required to the next Full Council meeting in April 2019.

**18. To consider a report from Cllr Lockley on items from One Voice Wales (OVW) and to receive updates (if any) on taking forward elements of the Review of Town and Community Councils.**

Cllr Lockley confirmed that there was nothing to report this month.

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

Cllr Anderson confirmed that there was no report this month.

**20. Emergency items and other outstanding issues before Full Council.** None.

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

Cllr Thomas and Cllr Wyatt said that PCC’s street cleaning team had been called to clean the road near to Kilvelgy Park and Stepaside School following work undertaken by geologists in an adjacent field and that damaged posts/bollards near to Stepaside School had been reported.

There being no further business, the meeting closed at 9.38pm.

KBCC

March 2019

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