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

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

Thursday 13 June 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 Josephine Woodgate

Cllr Paul Wyatt

Ian Morris (Clerk, Proper Officer and Responsible Finance Officer)

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

There was no Public Participation session on this occasion.

1. **Apologies.**

None.

**2. Declarations of Interest.**

None.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Annual Meeting held on 9 May 2019.**

Cllr J Ebrey proposed that the draft Minutes of the Full Council Annual Meeting held on 9 May 2019 be approved as a true and correct record. Seconded by Cllr Smith. Vote taken – all in favour.

**4. Matters Arising from the Minutes of the Full Council Annual Meeting held on 9 May 2019.**

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**1208 (7)** – Clerk reported that Stephen Benger, Pembrokeshire County Council (PCC), had not yet provided an update on the provision of a waste bin at Miners’ Field.

**1211** **(13)** – Cllr Lockley suggested that KBCC discuss the replacement for Alan Marsh, Internal Auditor, at its September 2019 meeting.

**1213 (22)** – Clerk said that the directional sign for the Glass Centre had now been removed from Begelly roundabout but that another similar sign was still in situ opposite the entrance to the GP surgery. Clerk to report to PCC.

**1213 (22)** –Cllr Thomas reported that the ‘For Sale’ signs were still in situ outside St Mary’s Church, Begelly. Cllr Smith proposed that the Clerk be asked to write to PCC and/or the agents to request their removal. Seconded by Cllr C Ebrey. Vote taken – all in favour.

**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) –** County Cllr Pugh confirmed that funding was now available and that PCC’s design team were now preparing the work for delivery. Initial work would commence after the summer season. Cllr Thomas reported that local residents in Fir Grove had requested the retention of the gate situated in the hedge bank at this location. Clerk was asked to write to Stephen Benger, PCC, to ask for retention of this gate and for KBCC to see draft proposals for the improvements, including new bus shelter, in due course. Members agreed toreview in **August 2019**.
* **Repairs to potholes and road surface dressing in Carmarthen Road, Kilgetty (near to junctions with the A477 and with Sardis Road) –** Surface dressing had been completed.Clerk was asked to chase up the repair of the potholes which could be the responsibility of SWTRA.Members agreed to review in **August 2019.**
* **Safety issues on Sardis Road, Kilgetty –** Council noted that some verge markers had been installed but that a small gap remained. Councillors thought that the road had been made safer but was still not safe. Clerk was asked to write to PCC about the small gap in the bank that remained and to seek any comments from PCC’s Highway Asset Manager. Members agreed to review in **August** **2019.**
* **Installation of traffic calming measures in Ryelands Lane, Kilgetty.** Cllr Thomas reported that an equestrian horse walking business was now operating near to the narrow, rural part of Ryelands Lane. Cllr Jones

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 considered that traffic using Ryelands Lane had increased recently.

 Members thought this may, in part, be due to motorists using an alternative

 route to avoid road surfacing dressing elsewhere in the area. Review **July**

 **2019.**

* **Refresh of yellow painted bar lines on A478 near to Thomas Chapel junction.** Clerk to seek update. Review **July 2019**.

 **6. Correspondence.**

Cllr Lockley reminded Members that they had the opportunity to review all

correspondence ahead of the meeting but highlighted the following items;

* Letter from Kathy Skelton requesting that vegetation near to Shillingford Park, Kilgetty be trimmed back. Clerk was asked to request that KBCC’s grass cutter trim the appropriate vegetation and also reply to Mrs Skelton accordingly.
* Email from Cllr Wyatt bringing a future litter pick by the scouts to the attention of KBCC. Once a date was known, the Clerk was asked to place details on the KBCC website.
* Email from PCC providing guidance on the Enhancing Pembrokeshire Grant scheme. This had been copied to Cllr J Ebrey for the Play Areas sub-committee to consider.
* PCC had been informed about an overhanging tree in Carmarthen Road, Kilgetty but Cllr Thomas agreed to trim this back.
* Email from Mr and Mrs Prosser, Begelly, requesting that provision of a dog walking area be provided in Begelly Play Area. KBCC’s Play Areas sub-committee to consider request. County Cllr Pugh and Cllr Thomas mentioned that dogs had been noted in the Kilgetty play area and dog fouling had increased around the Common footpath. County Cllr Pugh had asked PCC’s dog patrol team to include the play area in their tour of duty. Members would consider the matter again in due course, inviting the District Enforcement Team to a future meeting.
* Email from Beverley Prince expressing concern about dog fouling in Begelly Play Area and asking if appropriate signs could be displayed near to both entrances of the play area. Clerk had copied the email to Cllr J Ebrey.
* Email from Activity Wales Events Ltd seeking volunteers for The Long Course weekend. No KBCC nominations.

Other correspondence was noted.

 **7. Planning.**

Cllr Adams expressed some concern as to whether PCC considered the views of KBCC when assessing planning applications. County Cllr Pugh re-assured KBCC that PCC did consider comments submitted to them by KBCC. This included PCC officers and the planning committee. Cllr Anderson said that PCC had not upheld one KBCC objection over the last 10 years. County Cllr

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Pugh added that there was not an automatic call-in of applications to the PCC planning committee if KBCC’s recommendations were different of those to the officers. Clerk was asked to invite the Head of Planning at PCC to a future KBCC meeting to discuss planning criteria and the policy around which cases go to the Planning Committee or get decided by officers.

Cllr Lockley brought forward the following planning applications;

**19/0138/PA – Proposed rear two storey extension at 6 Newton Heights, Kilgetty SA68 0ZB.** Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Ward. Vote taken – all in favour.

County Cllr Pugh left the room at this point (8.15pm).

**19/0144/PA – Replacement of temporary residential caravan (approved under 17/1248/PA) with permanent rural enterprise worker’s dwelling (as an extension to the existing workshop building) and retrospective extension to existing workshop for use as a store at Ash Farm, Ivy Chimney Lane, Stepaside, Narberth SA67 8JU.** Cllr Smith proposed that this application be recommended for approval. Seconded by Cllr Thomas. Vote taken – 11 in favour, 1 abstention.

Other planning notices were noted.

County Cllr Pugh returned at the room at this point (8.20pm).

**8. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Fly tipping in the Co-operative Car Park, Kilgetty: Cllr Pugh had spoken to Mike Harris at PCC and PCC was currently clearing the recycling bins on a weekly basis. A meeting between PCC and the Co-operative was to be held shortly to discuss continued fly-tipping at this location. Fines have been imposed recently for fly-tipping. CCTV could be one way to help avert the continued littering. Anecdotal evidence received was that holiday makers were dumping black bags at the site. KBCC hoped that the recycling bins would, however, be retained.
* PCC is still considering the installation of a vehicle number plate recognition camera outside the Co-operative, to help prevent continued illegal parking at this location. The experiences of Bridgend County Borough Council are being sought. Dyfed-Powys Police would be happy to support the proposal.
* The public toilets in Kilgetty were recently cleaned by DANFLO after a complaint had been received.
* Kilgetty Football Club are one of just two teams in Pembrokeshire to have received a special award from Disability Wales.
* Waste recycling centres were now opening black bags to ensure

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sorting of waste had been made. Household collections were due to change in October 2019 with additional recycling containers provided.

County Cllr Pugh was thanked for his report.

County Cllr Pugh left the meeting at this point.

**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

Russell Evans – grass cutting £ 450.00

PCC – grass cutting at Begelly Play Area 2018 £ 880.00

Leon Baines – Kilgetty play area repairs £2,440.00

One Voice Wales - training costs (P. Adams) £ 40.00

Information Commissioner - data protection fees (GDPR) £ 40.00

**Total £4,350.00**

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

**10. To receive an update on the installation of traffic calming measures in Ryelands Lane, Kilgetty**

See item 5, above.

**11. To receive an update on registration of the land at Begelly Play Area.**

Cllr Thomas and the Clerk reported that Darwin Bowie, Solicitors, had sent KBCC a questionnaire and application that needed to be completed to progress KBCC’s application for Begelly Play Area to be registered as a village green. Cllr Thomas agreed to complete the form on behalf of KBCC and report back at the July 2019 meeting.

**12. To discuss updating land registration documents for Miners’ Field.**

Cllr C Ebrey reported that he had re-installed the sign at Miners’ Field. Following a request from Cllr Wyatt, Cllr Lockley and the Clerk agreed to look at updating the Title Plan for the car park at Miners’ Field.

**13.** **To receive an update from KBCC’s Play Areas sub-committee.**

Cllr Jayne Ebrey reported that an application for support had been submitted to RWE. KBCC should hear the outcome by the end of June 2019. Cllr

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Thomas had undertaken research on the ages of children in Begelly that might use play equipment in Begelly Play Area. A total of 33 children up to the age of 10 were counted. Cllr Smith said that a priority should be the provision of some chains and swings at Begelly, as frames were in situ. Members agreed to consider the purchase of new equipment at the July 2019 meeting of KBCC, in order that some equipment was placed in Begelly Play Area before the summer holidays commenced. In addition, Cllr Smith said she was willing to help in painting the equipment at Kilgetty Play Area to make them brighter and more appealing. Cllr C Ebrey confirmed that Leon Baines had completed the repair and remedial work at Kilgetty Play Area and that this work had been completed to a high standard. Clerk was asked to thank Leon Baines for undertaking this work and for his speedy response.

**14. To review and approve KBCC’s Complaints policy.**

Members had received copies of the current version of KBCC’s Complaints policy with their agenda for this meeting. After a brief discussion, Cllr Lockley proposed that Full Council approve KBCC’s Complaint policy for 2019. Seconded by Cllr Jones. Vote taken – all in favour.

Members agreed to consider the Model Informal Resolution Protocol, provided by OVW, at the July 2019 meeting. Copies were given to each councillor for consideration in advance of the meeting.

**15. To receive an update on the grade 2 listing of road milestone markers in KBCC’s area.**

Cllr Thomas reported that he had submitted documents, including background information and local resident comments, to CADW and awaited a response.

Cllr Thomas added that Cllr Wyatt and he had sourced a map of all trees in KBCC’s area that had Tree Preservation Orders (TPOs) placed on them. A copy of this map would be sent to the Clerk for circulating to all Members of KBCC.

**16. To review and approve councillor attendance at training modules (if any).**

Cllr Lockley mentioned that OVW was now providing 7 on-line basic learning modules on its website for use by all councillors. Clerk to send details to Members along with the KBCC password for other parts of the OVW website. Cllr Adams said he was due to attend the ‘Understanding the Law’ training session on 25 June 2019.

**17. 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 reported that the Area Committee’s AGM was scheduled for July

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2019. The next meeting of the Town and Community Councils Liaison Group was also due to take place in July 2019.

Cllr Lockley also mentioned that the latest OVW Newsletter had highlighted a £100k grant secured by Haverfordwest Town Council from Natural Resources Wales (NRW). Cllr Lockley suggested that the Play Areas sub-committee might like to see if it could apply for a grant from NRW. Other items mentioned in the newsletter included a Carer’s Survey on use of the Welsh Ambulance Service and how it might be improved and an item on Trees and a £1k grant that was available for looking after a ‘special’ tree in the area. Clerk agreed to copy the newsletter to Cllr Thomas for consideration.

Cllr C Ebrey provided positive feedback on the recent ‘Planning Enforcement’ training course he attended.

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

Cllr Anderson confirmed that there was no report this month but mentioned the forthcoming Plant Sale and Cream Teas events.

Cllr Thomas said that the last Rural Futures event was scheduled for 29 June 2019 and that BKCA was invited to attend and display at the event, to be held in the Community Centre, Kilgetty.

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

None.

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

Cllr C Ebrey reported that the public footpath, between the Community Centre and the entrance to the Common, was cracking and needed re-surfacing. Clerk was asked to report to PCC.

Cllr Thomas requested that KBCC consider the need for additional waste bins around its area. Cllr Thomas agreed to send a map to the Clerk that could be used when considering this matter at the July 2019 meeting.

Cllr Jones said she had attended the latest Dyfed-Powys Police community meeting. Defibrillator training had been provided. Cllr Jones wondered if similar training could be undertaken at the Rural Futures event on 29 June 2019.

Cllr Thomas said that NRW and PCC had both visited the land behind Pen-Y-Bryn following the recent complaints about landfill being dumped at Begelly Bottom. The developer had now been told that this would need to be cleared once the last house had been built on the Castle Homes site. Julian Woods, PCC, would re-visit the site in two months’ time, to ensure landfill had been

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removed. NRW would do likewise. Cllr Thomas said that local residents were being kept aware of developments.

Cllr Lockley noted the charitable donations that KBCC provided each year (usually at September KBCC meetings) but asked Members if they thought there were gaps in provision from KBCC’s own area. Cllr Lockley said that KBCC could consider extending coverage of its donations.

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

**Kilgetty-Begelly Community Council**

**June 2019**

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