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

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

Thursday 11 June 2015

DRAFT MINUTES

A Public Participation session was held between 7.00pm and 7.30pm.

**Present:**

Cllr Trevor Andrews (Chair)

Cllr Diane Lockley (Vice-chair)

Cllr David Anderson

Cllr Janet Ward

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present.

**1. Apologies**

Cllr Kimberley Barnes, Cllr Ann Pendleton and Cllr Terence Gardner.

**2. Declarations of Interest**

Cllr Anderson declared a Prejudicial Interest in Agenda item 9.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Annual Meeting held on 14 May 2015.**

Cllr Lockley proposed that the draft minutes of the Full Council Annual Meeting held on 14 May 2015 be accepted as a true and accurate record, seconded by Cllr Ward. Vote taken – all in favour.

**4. Matters Arising from the Minutes of the Full Council Annual Meeting held on 14 May 2015.**

**876 – Litter and train access issues at Kilgetty Railway Station:** Cllr Andrews confirmed that new boarding steps had now been provided at the railway station.

**876 – Japanese Knotweed on the Common:** Clerk reported that an email had been received from a resident of New Road, Begelly about growth of the knotweed in The Common adjacent to New Road properties. County Cllr Pugh confirmed that Pembrokeshire County Council (PCC), as land owners, would be treating this growth.

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**876 – Pot holes in GP surgery car park:** Clerk reported that the Co-operative Group had asked their contractors for comments on the repair work and awaited a response from them.

**876 – Men’s Shed in Kilgetty (MSK):** Clerk confirmed that MSK had now sent back to KBCC a signed copy of the underlease for the KBCC office building. Cllr Anderson proposed that KBCC’s Chair now sign the lease agreement on behalf of KBCC. Seconded by Cllr Lockley. Vote taken – all in favour. Clerk agreed to begin the process of moving KBCC property from the office unit into ‘The Bungalow’.

**876 – Remedial work at Kilgetty Play Area:** Clerk reported that *Tawny Wood* had now replaced the damaged swing seat and improved the rope walk, to avoid small feet slipping through the gaps.

**876 – Improvements to the A477/A478 Trunk Road Roundabout at Begelly:** Clerk confirmed that Edwina Hart, AM/AC, Minister for Economy, Science and Transport, WG, had written to confirm that the Welsh Government’s officials would contact KBCC once funding had been confirmed for improvements at the roundabout with a view to discussing options available.

**878 – Control of Horses (Wales) Bill:** Clerk reported that he had received various emails about fly grazing of horses on The Common and in the Community Garden and Play Area, Kilgetty. County Cllr Pugh said he had spoken to Perry Bowen, a dedicated Gypsy liaison officer at PCC and would be meeting with him and members of the Gypsy community on 12 June 2015 to look at positive ways in which to move forward. (An impromptu Public Participation session later in the meeting had discussed these issues which would be taken forward at the 12 June meeting.) Members wondered why PCC, as one of only a few principal authorities in Wales, had decided not to invoke the Bill.

**881 – Parsonage Lane, Begelly:** County Cllr Pugh to take forward the issue raised by a local resident about tree trimming and road surface improvements in Parsonage Lane, Begelly.

**5. Action Tracking**

The Clerk handed out a copy of the latest action tracking note and a copy is attached to these official minutes of the meeting.

* **Reduction in speed limit to 30 mph from Thomas Chapel junction/Footpath widening in Begelly (Fir Grove area); footpath maintenance in Begelly and replacement and re-siting of Begelly Bus Shelter (outside Begelly Stores) –** Clerk reported that Darren Thomas, PCC, had acknowledged KBCC’s recent comments, including that of a second local resident (Mrs P Lewis) stumbling and falling over, injuring herself, on the footpath in Begelly. Review July 2015.

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* **Renovation and upgrading of Community Centre by Valero –** John Keeler was currently undertaking the re-painting of the Community Centre. KBCC had been requested to contribute toward labour costs. See item below. Review July 2015.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) –**

Review July 2015.

* **Potholes in GP surgery car park –** Co-operative Group had asked their contractors to look at the problems. See also item 4 above. Review July 2015.

* **Remedial work to Kilgetty Play Area, including Rope Walk –** see also item 4 above. *Dig It Garden Services* to complete their remedial work by the end of June 2015. Review July 2015.
* **Men’s Shed in Kilgetty (MSK) –** see item 4 above. Members agreed that this item be removed from Action Tracking.
* **Purchase of a lamp timer and socket (outside Montrose) and the purchase of hanging baskets for Kilgetty.** See item 10 below. Review July 2015.

**6. Planning**

Full Council considered the following planning applications;

* **15/0117/PA – Erection of dwelling (approval of reserved matters) at Shipping Cottages, Begelly, Kilgetty.** Cllr Lockley wondered if vehicle access was an issue but after a brief discussion, Cllr Anderson proposed that this application be recommended for approval, seconded by Cllr Ward. Vote taken – all in favour.
* **15/0137/PA – Proposed residential development for 55 dwellings and associated works on land North of James Park, Kilgetty.** Members noted that KBCC had previously expressed its concerns about this development. Although a new developer was submitting this application, Full Council again had reservations about the ability of the drainage and sewerage systems to cope with such a high density development, particularly where the water table was already high. Members also highlighted the poor access to the site and future volume of traffic using a narrow residential road. The very well attended public participation, at the start of the Full Council meeting, had also made these points of objection and additional comments around duty of care

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to elderly residents, potential problems around floodwater on the sports field and increased traffic flow in a small residential road. Members felt they needed to reflect the local community’s concerns in their recommendation. After a lengthy discussion, Cllr Lockley proposed that KBCC recommend refusal of this application for the planning reasons outlined above. Seconded by Cllr Ward. Vote taken – all in favour.

* **15/0200/CL – Certificate of Lawfulness development for residential use for a single dwelling at Haresteps, Church Lane, Reynalton, Kilgetty.** Cllr Lockley proposed recommending approval of this application. Seconded by Cllr Anderson. Vote taken – all in favour.
* **15/0234/PA – Upgrade to existing telecommunications installation and associated works at site at Kilgetty farm, Kilgetty Lane, Stepaside, Narberth.** Cllr Ward proposed recommending approval of this application. Seconded by Cllr Lockley. Vote taken – all in favour.

Other planning notices were noted by Full Council, including changes to the process involved in Licensing Act applications.

**7. County Councillor’s Report**

In addition to comments mentioned in earlier items, above, County Cllr Pugh provided the following updates;

* PCC will be treating growth of Japanese Knotweed in New Road, Begelly
* Grass cutting on the verge of the A478 roundabout in Begelly will be re-started soon.
* Cllr Pugh had also attended the Stepaside School ‘Open Afternoon’ recently and had been impressed by the facilities and future plans by head teacher, Paul Harries. Recent school inspections had provided excellent reports. Stepaside School was placed within the top band of Amber marking and it was noted that staff were very happy working at the school. A couple of school Governor positions would be available soon and Councillors were encouraged to consider.
* The litter bin alongside the bus stop in Carmarthen Road, Kilgetty, had been taken away. Cllr Pugh was investigating.

**8. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary and office expenses £ 381.29

HMRC (PAYE) £ 78.00

Tawny Wood - play area repairs £ 252.00

Karl Butler (T/A *Dig It Garden Services*) – grass cutting £ 217.50

Karl Butler (T/A *Dig It Garden Services*) – play area work £ 145.00

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TRA Imports Ltd – Timer, socket and fuse for Xmas lights £ 498.00

Diane Lockley – travelling expenses £ 23.40

**Total £ 1,595.19**

Cllr Lockley proposed that all these payments be made except that the cheque for TRA Imports Ltd (*Commercial Christmas*) be held back by the Clerk until such time as the work had been completed. Seconded by Cllr Anderson. Vote taken – all in favour.

**9. To consider and approve a financial contribution toward the labour costs of painting the Community Centre, Kilgetty.**

Cllr Anderson left the room at this point (8.46pm) having declared a Prejudicial Interest in this item.

Cllr Andrews read out the formal request from Begelly Kilgetty Community Association (BKCA) for a contribution toward the labour costs of £2,200 of painting the Community Centre. Cllr Andrews proposed that KBCC offer a financial contribution of £1,200 toward the labour costs. Seconded by Cllr Lockley. Vote taken – 3 in favour, no objections. Cllr Andrews had also asked that the facia panel of the KBCC office unit be covered in uPVC. Clerk noted that payment would be made on production of an invoice from BKCA.

At this point (8.49pm), Cllr Anderson returned to the room.

**10. To consider updates on the purchase of artificial flowers (hanging baskets) for Kilgetty and installation of Christmas lighting for 2015/16.**

Clerk reported that he had now received a new licence from PCC for the erection of Christmas lighting on 8 streetlights in Kilgetty, for the period 1 December 2015 to 6 January 2016. Clerk to confirm with *Commercial Christmas (CC).*

In respect of the hanging baskets, the Clerk reported that he had yet to receive an image from *CC* of the brackets to be used by them for hanging the baskets. This image was required by PCC before granting of any licence. Cllr Lockley said that she had also tried to contact *CC* but to no avail. Members agreed that as the season was well under way and there was no sign of the required information being provided by *CC*, Full Council reluctantly agreed not to proceed with the hanging baskets this year. Clerk was asked to write to *CC* to confirm both points above.

**11. To consider an update from Cllr Lockley on recent meetings hosted by One Voice Wales (OVW).**

Cllr Lockley reported upon the latest meeting of the OVW Area Committee meeting. The main points to arise were;

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* Mr Alun Vaughan, Cllr for Ambleside, had recently passed away.
* Presentation from Paul Egan (OVW) about the various benefits of being a member of OVW. Associated training modules (18) available for councillors and Clerks up to the end of July was also covered.
* Committee reports, including discussions on the White Paper and the changes proposed to Town and Community Councils by the WG. The T&CC Liaison meeting had covered: refuse collection issues - up to 20% back bin bag waste was being exported to Sweden. This work had seen 11 jobs created at Pembroke Dock and was cheaper than sending waste to Cardiff; Community resilience in Pembrokeshire; possible merger of Voluntary Sector Forum with the T&CC Liaison group in the future; Presentation by Richard Brown, PCC, on play area management - a grant of up to £500 had been given to 29 community play areas. PCC manage 65 play areas. Councils can bid for a share of the remaining pot of £14.5k but ‘Match Funding’ was the preferred approach. PCC also looking at their Streetcare schedule.

On Health, concerns of Members are invited on health issues for forwarding to Cllr Ray Hine (Manorbier CC) as the committee’s representative on the Hywel Dda Local Health Board Stakeholder Reference Group.

**12. To consider and approve future collaboration with Saundersfoot Community Council.**

Clerk read out an email from Saundersfoot Community Council asking for greater collaboration and sharing of best practice between Community Councils in the Saundersfoot Bay area. This followed proposals being put forward in the White Paper. Members agreed their willingness to work together but only once some clarity had been provided on the changes proposed, particularly from PCC. County Cllr Pugh suggested such activities could be grass cutting and toilet management (bulk tendering). Clerk was asked to respond accordingly to Saundersfoot Community Council.

**13. To consider news items for the KBCC website.**

Cllr Lockley confirmed she had now posted a list of useful telephone numbers on the website. Cllr Andrews suggested that the local surgery’s telephone number be added to the list. Website address is: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)

**14. To note an OVW update on the Register of Members’ Interests.**

Clerk reported that OVW had sent their template of the Register of Members’ Interests but had then said that, after discussions with the WG, their form did not need to be published online. Town and Community Councils could now develop their own register, drawing on the OVW template. Members asked that the Clerk take this work forward and bring a draft document to the next

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meeting for individual Members to consider in time for the August 2015 meeting.

**15. To consider the purchase of additional play equipment for Kilgetty Play Area.**

Members recalled the earlier request from Mrs Anne Pugh, that KBCC consider funding the purchase of additional play equipment, for younger children, Kilgetty play area. Cllr Anderson considered that until all the current repairs and remedial work on the existing equipment had been completed, a decision on purchasing new equipment should be held in abeyance. Members agreed and asked the Clerk to place this item on to Action Tracking.

**16. Community Centre Report.**

None.

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

Cllr Anderson confirmed that no BKCA meeting had taken place that month.

**18. Correspondence**

Cllr Andrews brought forward the main items of correspondence;

* Invite from Pembroke Dock Town Council to attend Armed Forces Day Public Service of Thanksgiving on 27 June 2015
* Invite from Pembrokeshire Age Cymru to become a member. Not taken up by KBCC.
* Details of Pembrokeshire CAB Annual General meeting on 24 June 2015
* PCC events on ‘Libraries for the Future’ – details in notice boards.

All other correspondence was noted.

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

Cllr Lockley mentioned that grass cuttings had been deposited in a drainage ditch in Reynalton. Clerk confirmed that he had spoken to Karl Butler, who had said he had left cuttings on one occasion only but had agreed to pick them up. He thought that others appeared to be leaving cuttings in the same place. Clerk also confirmed that Karl Butler had not yet sprayed the weeds around Reynalton Hall, as he awaited direction from KBCC.

**20. Any Other Business**

Cllr Andrews mentioned the new boarding steps at Kilgetty Railway

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Station and also reported that the grass bank at the junction of Ryelands Lane and Carmarthen Road had not been cut back by PCC. Cllr Andrews asked the Clerk to report this matter to PCC.

There being no further business, the meeting closed at 10.30pm.

Kilgetty, Begelly Community Council

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