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

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

Thursday 12 November 2015

DRAFT MINUTES

**Present:**

Cllr Trevor Andrews (Chair)

Cllr Diane Lockley (Vice-Chair)

Cllr David Anderson

Cllr Ann Pendleton

Ian Morris (Clerk and Responsible Finance Officer)

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

**1. Apologies.**

Cllr Terence Gardner and Cllr Janet Ward.

**2. Declarations of Interest.**

Cllr Lockley declared a Prejudicial Interest in part of agenda item 7 (Planning – 15/0754/PA).

**3. To discuss and agree amendments to KBCC’s Standing Orders.**

Clerk asked councillors if KBCC needed to amend its Standing Orders in respect of KBCC’s quorum, in view of its diminishing number of Members. After a brief discussion, Members considered that the current wording of section 6 (a) of KBCC’s Standing Orders was adequate but that Full Council would re-visit the matter at its February 2016 meeting.

**4. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 8 October 2015.**

Cllr Lockley proposed that the draft Minutes of the Full Council Meeting held on 8 October 2015 be accepted as a true and correct record, seconded by Cllr Anderson. Vote taken – 2 in favour, 2 abstentions.

**5. Matters Arising from the Minutes of the Full Council Meeting held on 8 October 2015.**

915 – County Cllr Pugh reported that Neil Jackson was due to send him details of the Gun Club’s insurance policy shortly.

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915 – Cllr Anderson asked about the location of the footpath that was proposed between the new 55 property development in Kilgetty and the centre of the village. County Cllr Pugh was not sure of its location. This matter was to be added to Action Tracking.

917 – Clerk reported that the one-off cut of the grass bank outside Stepaside School had been undertaken by Karl Butler.

918 – Cllr Ward (via email) and the Clerk confirmed that the hedge and overhanging tree in Ryelands Lane (opposite Heritage Gardens) had been trimmed back by the owner. Cllr Andrews also confirmed.

918 – Cllr Andrews read out an email from Darren Thomas, PCC, about the dangerous bend in Sardis Road. Large traffic cones had now been placed in the gap but agricultural gates were to be erected once trees had been replanted in that area. Cllr Lockley wondered why installation of these gates had to await tree planting.

**6. 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) –** County Cllr Pugh reported that notices and advertisements had been posted in respect of the reduction of the speed limit in Begelly. County Cllr Pugh also reported that PCC had agreed to move the bus shelter and plans were shown to councillors that highlighted the new location. A budget was in place for this work. Councillors provided feedback on the location which was to be slightly south of the current shelter. County Cllr Pugh said that footpath improvements were likely to take place at the same time as the re-siting of the bus shelter.

* **Improvements to traffic flow through Kilgetty (Carmarthen Road) –**

County Cllr Pugh reported that PCC had now agreed to the prohibition of all parking of any vehicles, at any time, between the Co-operative Store and the Railway Bridge, Kilgetty but needed KBCC’s formal approval. KBCC approved these plans and confirmed that this was exactly what Full Council had been seeking for some time. Review February 2016.

* **Remedial work to Kilgetty Play Area –** Following an interim CC inspection, Cllr Anderson reported that he had tightened bolts on some of the play equipment. County Cllr Pugh agreed to chase up Men’s Shed in Kilgetty (MSK) to see if they could help with some remedial work.

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* **Purchase and installation of a lamp timer and socket (outside Montrose) -** Clerk reported that Tim Lewis, *Commercial Christmas (CC)*, had now confirmed that the lamp timer and socket would be installed at the same time as the Christmas lighting was erected on 18/19 November 2015. Lights would be taken down on 6 January 2016. Cllr Anderson mentioned that Andrew Evans, St Brides, could be approached next year as an alternative to CC, should Full Council decide to change its supplier of Christmas lighting. Review December 2015.

**7. Planning**

Cllr Lockley left the room at this point (7.43pm)

Full Council considered the following planning applications;

**15/0754/PA – Removal of condition 3 of D3/0262/93 in respect of holiday occupancy at Churchlands Farm, Reynalton SA68 0PE.** Members noted that this related to a cottage and not caravans. Cllr Anderson proposed that this application be recommended for approval, seconded by Cllr Pendleton. Vote taken – 3 in favour.

Cllr Lockley returned to the room (7.46pm).

**15/0758/PA – Alterations and extension to dwelling at Stoney Cottage, Thomas Chapel, SA68 0XH.** After a brief discussion, Cllr Lockley proposed that this application be recommended for approval, seconded by Cllr Pendleton. Vote taken – all in favour.

**15/0759/PA – Erection of new customer entrance and souvenir shop at Folly Farm, Begelly, SA68 0XA.** Cllr Anderson proposed that this application be recommended for approval, seconded by Cllr Pendleton. Vote taken – all in favour.

Other planning notices were noted by Full Council. County Cllr Pugh reported that 15/0137/PA – Residential development for 55 dwellings and associated works at land north of James Park, Kilgetty – went to PCC’s latest Planning Committee and despite some concerns (including those from KBCC) about drainage and sewerage connections, was approved with conditions. This followed a site visit and Welsh Water assurances about drainage and sewer issues and the production of a Welsh Water management plan. County Cllr Pugh reported that he was not able to participate fully in the planning meeting due to his role as the local councillor on this case.

**8. County Councillor’s Report**

County Councillor Pugh provided the following update;

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* Councillor Pugh had been re-appointed as Vice Chair of School Governors at Stepaside School, Kilgetty.
* PCC is facing a budget cut of around £15-18m next financial year with a similar cut of its budget in 2017/18. This will increase the pressure on non-statutory services although PCC has undertaken not to close any leisure centres or libraries and there is no appetite for changes to waste collections. There are likely to be staff losses. Area maintenance will be looked at closely but partnerships with Town and Community Councils (including with Saundersfoot Community Council) are to be developed to help with activities such as grass cutting, parking enforcement, litter collection, etc. Councillor Pugh will address KBCC Full Council in December 2015 with proposals for such joint working and to gauge KBCC views. Members of the public would be welcomed to attend.

County Cllr Pugh was thanked for his helpful update.

**9.** **To consider and approve a charitable donation request from Harriet Davis Trust.**

No request had yet been received and so Members agreed to place this item on the agenda for the December 2015 meeting.

**10. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary and office expenses £ 326.50

HMRC (PAYE) £ 78.00

Karl Butler – grass cutting, including Stepaside School £ 452.50

Trevor Andrews – cable lock and wordlock £ 45.98

SSE SWALEC – office unit electricity costs £ 20.61

Royal British Legion Poppy Appeal £ 27.00

*Commercial Christmas* £3,000.00

**Total £ 3950.50**

Cllr Pendleton proposed that all these payments be made. Seconded by Cllr Anderson. Vote taken – 3 in favour, 1 abstention.

**11. To consider and review the draft Pembrokeshire Local Democracy Charter.**

Members discussed the draft Charter between PCC and Town and Community Councils and provided comments. Although a number of the sections of the Charter were welcomed, some councillors felt that PCC did not always listen and act upon KBCC comments, particularly around planning issues. Clerk was asked to complete a composite response and send back to PCC.

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**12. To consider an update on meetings/training hosted by One Voice Wales (OVW).**

Cllr Lockley updated members on the latest OVW training for Town and Community Councils and on other correspondence received from OVW. Cllr Lockley suggested that the Clerk send OVW correspondence to her ahead of Full Council meetings, in order that she could decide relevance and interest to KBCC.

**13. To consider an update on the Casual Vacancies on KBCC.**

Clerk reported that he had yet to hear back from the Electoral Services Manager at PCC regarding the latest Casual Vacancy Notice. If 10 local electors do not petition for an election, following Kimberley Barnes’ resignation, KBCC will be able to begin the process of Co-option. As with other Casual Vacancies on KBCC, Members agreed to consider early in 2016.

**14. To consider and approve a Wayleave Agreement for a High Speed Broadband Cabinet in Begelly.**

Clerk reported that Western Power Distribution (WPD) had sent a Wayleave agreement for consideration by KBCC in respect of the siting of a Broadband Cabinet near to Fir Grove, Begelly. Members considered the plans and were content to give consent. Members noted that a one-off wayleave payment of £150 would be made by WPD. Cllr Andrews and Cllr Lockley signed the Wayleave Consent accordingly and asked the Clerk to return it to WPD.

**15. To discuss and agree action in respect of the bus lane/road layout outside the Community Centre.**

Clerk reported that a local resident had contacted him about a ‘near accident’ outside the community centre (in the bus lane). Clerk said he had reported the incident to PCC (Ben Blake) and to County Cllr Pugh and Cllr Anderson. Members again discussed this issue and asked the Clerk to chase up Ben Blake for comments. Members agreed to include as an early agenda item at December’s meeting of Full Council.

**16. To consider news items/events/text for the KBCC website.**

Cllr Lockley said that she was preparing a winter article for the website and confirmed that she attended this year’s Remembrance Service at the Community Garden. Clerk asked if any photographs had been taken (for the website) and was referred to Margaret Moffat.

**17.** **Community Centre Report.**

None.

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

Cllr Anderson reported the following;

* Further improvements to the interior of Begelly-Kilgetty Community Centre are now going ahead with improved decoration, re-wiring and new lighting central to this work. John Keeler had been asked to undertake this work. Costs will mostly be covered by the recent donation to BKCA.
* Charity Commission had yet to respond about the release of some previously ‘ring-fenced’ funding (see October 2015 Minutes).
* Local group, ‘Sandlewood’ has been booked to entertain at the Mince Pies and Music event on 10 December 2015 between 2pm and 4pm at the Community Centre.

**19. Correspondence**

Cllr Andrews brought forward the main items of correspondence;

* Letters from Cruse Bereavement Care, St Mary’s Church, Pembrokeshire CAB and Macmillan Cancer Support following recent KBCC donations.
* Email from LLB LED Solutions Ltd, Pembroke Dock, about Christmas lighting offers.
* LDP update from Pembrokeshire Coast National Park Authority.
* Letter and proforma from HSBC about KBCC tax status. Clerk asked to complete and return to HSBC (if required, to seek advice from HSBC, Narberth).

All other correspondence was noted.

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

None.

**21. Any Other Business**

Cllr Andrews mentioned the proposed footpath between the new housing development and the centre of the village. This had been reported in an article in the W*estern Telegraph.* Cllr Andrews wondered if this was due to pass through the Miner’s Field. Additionally, Cllr Andrews asked for Members views

on the possibility of the role of Trustees for Miner’s Field being passed to the Scout Association. Members agreed to discuss at the December 2015 meeting of Full Council. Meantime, Clerk to seek the views of the Charity Commission on possible transfer of the Trustee role.

There being no further business, the meeting closed at 9.25pm.

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