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

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

Thursday 14 April 2016

DRAFT MINUTES

**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.

A minute’s silence was held at the start of the meeting, in memory of ex-Councillor Terence Gardner, who sadly passed away last month.

**1. Apologies.**

Cllr Ann Pendleton

**2. Declarations of Interest.**

Cllr Anderson declared a **Prejudicial Interest** in one part of agenda item 6 (Planning - 15/1282/PA).

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 10 March 2016.**

Cllr Anderson proposed that the draft Minutes of the Full Council Meeting held on 10 March 2016 be accepted as a true and correct record, seconded by Cllr Ward. Vote taken – 3 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 10 March 2016.**

**945** – Clerk reported that Network Rail had passed KBCC concerns about litter at Kilgetty Railway Station to Arriva Trains Wales (ATW). Clerk was asked to chase up ATW.

**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.

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* **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 confirmed that the yellow rumble strips were now in situ in Begelly along with the new 30 mph speed restrictions. Clerk was asked to remove this element from Action Tracking. Footpath widening and maintenance and bus shelter re-siting to be reviewed in May 2016.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) and outside the Community Centre –** County Cllr Pugh said that the line painting would all be undertaken the following week. Review May 2016.
* **Remedial work to Kilgetty Play Area –** Clerk reported that the Annual Inspection 2016 had now been received and included Medium risks that needed attention. These included work on the Trim Trail, gate and fence. Clerk was asked to contact Karl Butler to see if he would be able to undertake the work. Cllr Anderson said he would be prepared to meet with Karl Butler to discuss KBCC needs. Review May 2016.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** Members agreed to review in May 2016.
* **A477/A478 Roundabout Improvements –** Clerk reported he had asked the Welsh Government about progress on this work. Reply awaited. Review May 2016.
* **Repairs to Gully Gratings on A478 in Begelly –** Members agreed to review in May 2016.
* **Build up of litter in the Community Centre car park –** Members considered that the position had not deteriorated but agreed to review in May 2016.

Cllr Anderson asked County Cllr Pugh about the grating, tree and movement of the litter bin outside the old Post Office to alongside the bus shelter outside the Co-operative. No update but Members agreed to review in May 2016 and add this matter to Action Tracking.

**6. Planning**

KBCC considered the following planning applications and after discussions made the following recommendations and comments;

**15/1222/PA – Outline planning application for the erection of residential dwellings to include means of access on land to the west of Stepaside School, Kilgetty. SA68 0UG.** Members expressed concerns over the safety

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of access to the site as this road would be used by those attending the school

(particularly at the beginning and end of school days). There were additional concerns expressed over drainage of surface water into the adjacent Shillingford Park. Full Council agreed to ask PCC to take these points into account (and those previously expressed by KBCC when the earlier planning application was submitted – 09/0582/PA) before making a decision on this application.

Cllr Anderson left the room at this point (7.38pm) having declared a Prejudicial Interest in the following application.

**15/1282/PA - Erection of 2 storey dwelling and attached garage on Land at Begelly Green, Begelly, Kilgetty, Pembrokeshire**. Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Ward. Vote taken - 3 in favour.

Cllr Anderson returned to the room at this point (7.40pm).

**15/1299/DC – Discharge of conditions of planning reference 09/1141/PA at Begelly Arms Hotel, New Road, Begelly. SA68 0YF.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Lockley. Vote taken – all in favour.

**16/0015/PA – Change of use of land from agricultural use to leisure use at Folly Farm, Begelly. S68 0XA.** Cllr Ward proposed that this application be recommended for approval. Seconded by Cllr Anderson. Vote taken – all in favour.

Other planning notices were noted by Full Council.

**7. County Councillor’s Report**

County Councillor Pugh had nothing further to add to his updates under Action Tracking.

**8. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary and office expenses £ 429.79

HMRC - PAYE £ 78.00

The Tenby Observer Ltd (advert for Casual Vacancies ) £ 60.00

Russell Evans (grass cutting) £ 172.50

**Total £ 740.29**

Cllr Anderson proposed that all these payments be made. Seconded by Cllr Ward. Vote taken – all in favour.

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**9. Bank reconciliation for the Fourth Quarter 2015/16.**

Clerk handed out copies of the Bank Reconciliation for Quarter 4 of 2015/16 which showed a balance of £37,255.15 at 29 March 2016. Members noted.

**10. To approve adoption of the amended Code of Conduct as set out in the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.**

Clerk referred to discussions at the March 2016 meeting of KBCC (item 9) and highlighted the main amendments that affected Community Councils. All Town and Community Councils were obliged to adopt formally the amended Code of Conduct by 26 July 2016. After due consideration, Cllr Andrews proposed that the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 be adopted by KBCC. Seconded by Cllr Lockley. Vote taken – all in favour.

**11.** **To consider an update on Code of Conduct training for KBCC members.**

Clerk reported that Amroth Community Council was now looking to host training, undertaken by the Monitoring Officer. KBCC Members would be informed of the date of this training should they wish to attend. Clerk also mentioned that Manorbier Community Council’s training had now been moved to 4 July 2016 at 6pm, should any KBCC Members wish to attend that training session.

**12. To consider the role of Trustee(s) of Miner’s Field, Kilgetty.**

Clerk reported that he had still yet to hear back from the Scout Group despite another chase-up. Members agreed to defer discussion until the May 2016 meeting.

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

Clerk confirmed that PCC had confirmed that no request had been received from local residents to hold an election, following ex-Cllr Gardner’s resignation. In addition, the recent Casual Vacancy process to fill 6 councillor positions through Co-Option had been unsuccessful, with no interest shown. Members expressed their disappointment that no local residents had shown any interest despite wide coverage of the process. Councillors added that, ultimately, this could lead to the loss of KBCC. Clerk was asked to cover Members’ disappointment in the press release.

**14. To consider an update on the Annual Audit 2015/16.**

Clerk confirmed that Grant Thornton had yet to post the Annual Audit packs to

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Community Councils. However, Clerk confirmed that Alan Marsh had again

agreed to undertake the Internal Audit at a cost of £60 (including VAT). This was subject to any additional work requested by Grant Thornton.

**15. To receive an update on news items, including training, from One Voice Wales (OVW).**

Cllr Lockley provided an update on the following items;

* Draft Local Government (Wales) Bill: OVW reported that the Welsh Government needed to include more support for Town and Community Councils (TCCs). WG/OVW encouraging higher competence status of Community Councils, including at Clerk level and Audit level.
* PCC’s Charter document (commented upon by KBCC) had been put together by drawing on other charters elsewhere in the country.
* Boundary Commission Review: seeking views on reducing parliamentary constituencies to 29.
* New financial regulations being brought in will apply to T&CCs.
* OVW/SLCC conference in Swansea in June. Clerk to consider attendance when agenda known.
* OVW request for Motions for AGM (National issues).
* Cllr Lockley attending next OVW SE Pembrokeshire Area Committee meeting the following week.

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

None.

**17. Community Centre Report.**

County Cllr Pugh reported that electrical and painting work had now been completed. Paper dispensers had been placed in the toilets. Carpet had also been re-laid in the Plum Room.

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

Cllr Anderson reported that there had not been a meeting last month.

**19. Correspondence**

Cllr Andrews brought forward the main items of correspondence;

* Email from Kate Vallaro, Scout Group, reporting horses in Miner’s Field. County Cllr Pugh said he would speak to the appropriate PCC officers and suggested KBCC also write to the Head of Public Protection, Mark Elliott. Clerk to also ask Scout Group to see if they could secure the field better.

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* Email from Alun Thompson about the recent flooding problems in New Road, Begelly. PCC had responded (removal of culverts).
* Activity Wales request for volunteer marshalls for Long Course weekend.
* Donation request from Macmillan Cancer Support – to be discussed at September 2016 meeting, as per KBCC policy.
* Public Services Ombudsman for Wales document entitled Principles of Good Administration and Good Records Management. Clerk to retain.
* Wayleave payment (£150) for land near to Fir Grove, Begelly.
* Email confirming next SE Pembs Community Health Network meeting is on 3 May 2016 at 2pm in New Hedges.
* Email from Resource Efficient Wales, WG, about impartial energy advice – see [www.resourceefficient.gov.wales](http://www.resourceefficient.gov.wales)
* PCC Public Notice on road closures in area from 25 April 2016.

All other non-urgent correspondence was noted.

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

None.

**21. Any Other Business**

County Cllr Pugh confirmed that PCC had agreed not to abolish PCC’s element (20%) of the charitable rate relief on village halls. Zero rate stays for the community centre.

Cllr Ward mentioned that a local resident had asked about the lack of signage (on Carmarthen Road, Kilgetty) for pedestrians wishing to get to Stepaside along Sardis Road, without the need to cross the busy A477 junction. County Cllr Pugh agreed to speak with PCC’s footpath officer.

Cllr Andrews reported that black bags had not yet been delivered by PCC. County Cllr Pugh agreed to look in to the matter.

Cllr Andrews asked that ‘Christmas Lights 2016’ be added to the agenda for the May 2016 meeting.

There being no further business, the meeting closed at 9.04pm.

Kilgetty, Begelly Community Council

April 2016

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