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

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

Thursday 11 August 2016

DRAFT MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Trevor Andrews

Cllr Ann Pendleton

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was not present.

**1. Apologies.**

Cllr Janet Ward.

**2. Declarations of Interest.**

Cllr Pendleton declared a **Prejudicial** Interest in agenda item 7a (Planning – 16/0301/PA). Cllr Anderson declared a **Personal** Interest in agenda item 7a (Planning – 16/0301/PA) and a **Prejudicial** Interest in agenda item 7d (Planning – 16/0356/PA).

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 14 July 2016.**

Cllr Pendleton proposed that the draft Minutes of the Full Council Meeting held on 14 July 2016 be accepted as a true and correct record, seconded by Cllr Andrews. Vote taken – all in favour.

**4. To consider and approve as a true and correct record the draft Minutes of the Full Council Extraordinary Meeting held on 28 July 2016.**

Cllr Andrews proposed that the draft Minutes of the Full Council Extraordinary Meeting held on 28 July 2016 be accepted as a true and correct record, seconded by Cllr Pendleton. Vote taken – 4 in favour, 1 abstention.

**5. Matters Arising from the Minutes of the Full Council Meeting held on 14 July 2016 and the Extraordinary meeting held on 28 July 2016.**

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**969 (4) –** Clerk reported that the site manager for Hale Construction’s

development at James Park, Kilgetty, had responded to KBCC’s queries following the July 2016 Full Council meeting and had added KBCC to his circulation list for future development updates. These were sent to local residents. The latest newsletter had confirmed that Hale Construction would be re-surfacing a part of James Park, as a goodwill gesture. Members welcomed the improved communications between Hale Construction and residents.

**977 (12) –** Clerk confirmed he had now added the fence surrounding The Common and the value of the Chair’s pendent and all silver gilt bars to KBCC’s Assets Register.

**6. 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 (outside Begelly Stores) –** Review September 2016.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) and outside the Community Centre –** Cllr Lockley noted that vehicles were still parking on the double yellow lines along Carmarthen Road (outside the Co-operative) and wondered how often traffic wardens were patrolling the area. Clerk reported that PCC had written to local bus operators to inform them of the new road layout outside the community centre. Review September 2016.
* **Remedial work to Kilgetty Play Area –** Clerk reported that Karl Butler had now spread additional play bark and undertaken other work at the play area. A further quote of £800 had been submitted by Mr Butler for additional play bark surfacing should KBCC want the depth of the play bark to be 300mm. Cllr Adams suggested KBCC consider other surfaces, possibly sand and Astroturf. Members agreed to consider the matter further but only after the latest inspection report had been received by KBCC. Review September 2016.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** As County Cllr Pugh was not present, Members agreed to review in September 2016.
* **A477/A478 Roundabout Improvements –** Clerk reported that the Welsh Government had acknowledged his request for an update but no further news was provided. Review September 2016.

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**7. Planning**

Cllr Lockley brought forward the following planning applications;

Cllr Pendleton left the room at this point (7.30pm) having declared a Prejudicial Interest in the following item.

* **16/0301/PA –** Change of Use of agricultural land to a holiday caravan park at Windberry Top Farm, Begelly, Kilgetty SA68 0XA. Full Council had discussed this application at length at the July 2016 meeting but noted additional comments that had now been received from statutory consultees. Cllr Anderson also reported that the applicant had met with local residents to discuss their concerns and had agreed to plant additional trees, to act as a sound barrier and allay some of their concerns. After further consideration, Cllr Andrews proposed that KBCC recommend approval of this application, subject to the conditions requested by statutory consultees (bat and dormice survey and Coal Mining Risk Assessment) being met. Seconded by Cllr Adams. Vote taken – 4 in favour.

Cllr Pendleton returned to the room at this point (7.36pm).

* **16/0341/PA** – Temporary rural enterprise worker’s dwelling at Bangeston, Stepaside SA67 8PH. After due consideration, including on the location of this project, Cllr Adams proposed that KBCC recommend approval of this application, as long as the dwelling was temporary and that the dwelling was for a worker employed in the rural enterprise. Seconded by Cllr Andrews. Vote taken – all in favour.
* **16/0347/PA** – Extension to existing residential property at Y Tosyn, 4 New Road, Begelly SA68 0YF. Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Lockley. Vote taken – all in favour.

Cllr Anderson left the room at this point (7.51pm) having declared a Prejudicial Interest in the following item.

* **16/0356/PA –** Erection of a two storey dwelling and garage at Begelly Green, Begelly SA68 0XE. After a brief discussion on this amended application (see also 15/0282/PA), Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Andrews. Vote taken – 4 in favour.

Cllr Anderson returned to the room at this point (7.53pm).

Other planning decisions and notices were noted. In addition, Clerk reported that he had received a telephone call from a resident of Stepaside, in which

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she had drawn attention to a planning decision (approval) made by PCC for

an amendment to the site layout at Heritage Park, Stepaside (11/0585/PA). Clerk confirmed that KBCC had seen this planning decision at its April 2016 meeting. KBCC had recommended refusal of this application at its October 2011 meeting (for various reasons, including loss of car parking, flooding concerns and ability of the sewers to cope with additional demands). Clerk said that the caller had said she would send an email about the matter to KBCC but none had been received.

**8. County Councillor’s Report**

County Councillor Pugh was not present and no written report had been provided.

**9. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary and office costs £ 389.48

HMRC - PAYE £ 96.00

SSE SWALEC – office unit electricity costs £ 18.19

Russell Evans - grass cutting £ 275.00

Karl Butler – play area work including play bark spreading £ 490.00

**Total £ 1268.67**

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

**10. To consider and approve the content of a Risk Register for KBCC.**

Members discussed the content of the draft Risk Register drawn up by Cllr Lockley. Each Councillor had been given a copy of the draft at the July 2016 meeting. Further amendments to the draft were made by Members. After discussion, Cllr Andrews proposed that the Risk Register be approved, following the amendments made at this meeting. Seconded by Cllr Anderson. Vote taken – all in favour. Cllr Lockley was thanked for her work.

**11. To consider and approve the adoption of recently amended Model Financial Regulations.**

Clerk reported that the Model Financial Regulations had been recently amended and that One Voice Wales had sent a suggested draft for adoption

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to Community Councils. Clerk said that there were a number of options that

KBCC would need to consider for a Council of KBCC’s size. Members suggested that Cllr Lockley and the Clerk go through the Model and bring a draft to the September 2016 meeting for Members to consider. KBCC could then look to adopt agreed Model Financial Regulations at its October 2016 meeting.

**12. To consider an update on the provision of Christmas lights in Kilgetty for 2016.**

Cllr Lockley and the Clerk reported that they had now communicated with Lite Ltd and agreed the provision of Christmas lights in Kilgetty for the 2016/17 Christmas period. The choice of provider and lighting had been agreed at the Extraordinary Meeting held on 28 July 2016. Lite Ltd had agreed that lighting would be installed on 4 December 2016 and taken down on 6 January 2017. Clerk had provided Lite Ltd with details of lighting columns. Members noted.

**13. To consider an update from Cllr Lockley on news items from One Voice Wales (OVW).**

Cllr Lockley provided a helpful update which included information on various items of correspondence that had been received from OVW, including on the following;

* Planning consultation on the historical environment
* Details of higher Land Transaction Tax on second homes
* OVW Annual Conference and relevant motions
* Planning Law
* Working with younger people

**14. To consider news items and events details for the KBCC website.**

Cllr Lockley had now produced an article for the website aimed at helping local residents meet problems encountered during colder weather. Cllr Lockley agreed to upload to the website. Cllr Adams mentioned that the Tractor Run in Kilgetty would take place on 20 August 2016 and would commence from The Begelly Arms. Proceeds would be going to Macmillan.

**15. Community Centre Report.**

None.

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

Cllr Anderson, Chair of BKCA, provided the following report;

* This year’s ‘Kilgetty in Bloom’ competition saw 29 entries. The winners presentation was attended by over 30 people.

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* A Table Top Book Sale will be held at Kilgetty-Begelly Community Centre, on 20 August 2016 between 10am and 3pm.
* A report that Giant Hogweed was growing on The Common was still being investigated. Cllr Adams agreed to speak with Mathew Tebbutt.
* BKCA recently made a donation of £50 to Wales Air Ambulance.
* BKCA has asked KBCC to look at the condition of the information boards adjacent to the Community Centre and possibly undertake refurbishment, replacement or removal.

**17. Correspondence**

Cllr Lockley reminded Members that all correspondence was made available ahead of the meeting from 6.45pm or by contacting the Clerk. Members raised no issues over correspondence brought forward by Cllr Lockley.

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

None.

**19. Any Other Business**

Cllr Andrews noted that the Scouts had yet to erect a stile at the entrance to Miner’s Field. Clerk was asked to find out the latest position from the Scout Group. Cllr Andrews asked that this matter be included on the agenda for the September 2016 KBCC meeting.

Cllr Anderson mentioned the BKCA request for KBCC to look at the condition of the information boards adjacent to the Community Centre and possibly undertake refurbishment, replacement or removal. Members were not sure who was responsible for the boards but agreed to discuss at the September 2016 KBCC meeting.

Cllr Anderson also asked the Clerk to contact the landowner of the community centre car park, to try and seek repairs to the road surface. A deep pot hole had appeared near to previous repairs.

Cllr Adams reported that a local resident had approached him to ask about maintenance of the road in Begelly Close. The road had weed growth and needed improving. Members did not know if this was an adopted road but suggested that the resident contact Ben Blake at PCC’s Highways Department, in the first instance.

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

Kilgetty, Begelly Community Council

August 2016

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