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

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

Thursday 8 December 2016

MINUTES

No members of the public were present on this occasion.

**Present:**

Cllr Diane Lockley (Chair)

Janet Ward (Vice-chair)

Cllr David Anderson

Cllr Trevor Andrews

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present.

1. **Apologies.**

Cllr Ann Pendleton. Cllr Peter Adams was absent without apology.

**2. Declarations of Interest.**

None at this stage but see item 7 below.

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

Cllr Anderson proposed that the draft Minutes of the Full Council meeting held on 10 November 2016 be approved as a true and correct record. Seconded by Cllr Ward. Vote taken 2 in favour, 2 abstentions.

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

**995 (4) –** County Cllr Pugh and theClerk reported that there had been no update from Men’s Shed in Kilgetty (MSK) about the installation of the stile at Miner’s Field. Clerk was asked to contact MSK and add item to Action Tracking.

**1000 (16) –** Cllr Lockley confirmed that Reynalton Residents Association had met and were in favour of adopting the BT Kiosk in Reynalton for £1, in order to house a defibrillator. Cllr Anderson asked that the future removal of the BT Kiosk in Begelly be added to Action Tracking with a review date of March 2017.

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**1001 (18)** **-** Clerk reported that PCC had promptly repaired the small pot hole under the railway bridge in Kilgetty. Clerk had thanked PCC for their speedy work.

**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 (outside Begelly Stores) –** Review January 2017.
* **Remedial work to Kilgetty Play Area** – this matter was discussed as an agenda item – see item 9 below. Review March 2017.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** County Cllr Pugh mentioned that, at a recent meeting of Hale Construction, Mill Bay Homes, PCC and residents of James Park and Cotswold Gardens, it was confirmed that the road layout at the top of the development would need to be changed due to dormice occupation. The siting of the footpath would form part of the revised planning. Cllr Lockley mentioned the future need for a fence to separate the footpath from Miner’s Field, as the Scouts use the Miner’s Field. Review February 2017.
* **A477/A478 Roundabout Improvements –** Review Spring 2017.
* **Remedial work to the Information Boards alongside the Community Centre.** No further update. Review January 2017.
* **Footpath alongside Community Garden, Kilgetty.** County Cllr Pugh confirmed he had spoken to PCC’s Maintenance team. Review January 2017.

**6. Planning**

Cllr Lockley informed Members that no planning applications had been received this month.

Other planning decisions and notices were noted.

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

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* County Cllr Pugh had tried contacting a local resident about the cutting of The Common but had yet to receive any response.
* Residents of James Park and Cotswold Gardens, as well as representatives of the Sports Club in Kilgetty and PCC, had met with Mill Bay Homes and Hale Construction recently, to discuss various concerns about the new housing development at James Park. These included flooding issues and traffic management. Residents were pleased with the outcome of discussions which had seen gullies and drains checked and cleared by PCC. 35 properties had now been nearly completed and one owner had already taken up occupation at the development. The 3rd phase of the development was not yet being taken forward by Mill Bay Homes, who would still be on site for the next 2 years.
* A new head teacher had now been appointed at Greenhill School in Tenby.

In respect of the cutting of the Common, Cllr Lockley said that she had spoken to another contractor that had undertaken work for her privately. This contractor was due to have a look at the location soon and would get back to her with views and a cost estimate. Members were asked for their views. At this point, Cllr Lockley declared a **Personal and Prejudicial** Interest and left the room (7.40pm). Cllr Ward took up position as Chair of the meeting. After a brief discussion, Cllr Anderson proposed that Cllr Lockley be asked to pursue the cutting of The Common with the contractor she had mentioned. Seconded by Cllr Andrews. Vote taken – 3 in favour. Cllr Lockley returned to the room (7.44pm) and re-took the position as Chair of the meeting.

**8. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary (no office costs) £ 384.00

HMRC - PAYE £ 96.00

Pembrokeshire County Council – Code of Conduct Notice £ 30.00

LITE Ltd (Christmas lighting in Kilgetty) £2,952.00

**Total £3,462.00**

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

**9. To discuss and agree the replacement/upgrade of the gate into Kilgetty Play Area.**

Cllr Lockley provided information on a possible replacement gate at the play area, including photographs. Although costs were high (between £700 - £1k), the gate could be considered a good quality legacy item with easy, inward and secure opening and closing. Cllr Anderson confirmed that some temporary, felt, repairs had been made to the existing gate which would help prevent

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finger entrapment and some additional work would be completed shortly. Cllr Anderson also highlighted the state of the fence surrounding the play area and considered that this might need replacing within the next couple of years. Cllr Lockley added that The Common’s perimeter fence was OK. Cllr Ward thought that the play area could be extended in scope to include more equipment for younger children. County Cllr Pugh said that the new Second Homes Community Fund might be a funding source for such work and agreed to speak with K M Macdermott, Head of Revenue Services at PCC, about PCC plans for this new revenue scheme, including timescale and criteria. Members agreed that the matter required further discussions and that an overall improvement plan for Kilgetty Play Area needed to be put in place before further substantial expenditure was defrayed at the play area. Aside from the immediate need for gate safety repairs, Full Council agreed to discuss the matter again at the March 2017 KBCC meeting.

**10. To discuss an update on Begelly Play Area.**

Clerk confirmed that he had again spoken with Emma Rees at PCC to ask for proof that Begelly Play Area had been handed back to KBCC some time ago. No update had yet been received from PCC. County Cllr Pugh agreed to speak with Sinead Henehan at PCC.

**11. To discuss option of ‘adopting’ Kilgetty Railway Station.**

Cllr Lockley highlighted guidance provided by Arriva Trains Wales (ATW) in respect of ‘adopting’ Kilgetty Railway Station. This included incentives provided by ATW in the form of travel vouchers, in exchange for regular reports covering litter, graffiti, vandalism, lighting, timetable and Information Point problems. Cllr Anderson said that the station had been adopted in the 1990’s. Councillors were reluctant to get involved due to other commitments and said that KBCC could just report problems to ATW or Network Rail as it had done previously. However, it was suggested that the December 2016 press release ask for interest from local residents.

**12. To consider an update on the Co-operative’s Local Communities Grant Fund.**

Cllr Lockley reported that she had undertaken research on the above fund. This year 3 charities had been chosen as possible recipients of funding (including Harriet Davis Trust and the Scout Group) and that up to £11k was being made available. County Cllr Pugh said that BKCA had applied for a £1k grant toward refurbishment work at the Community Centre. A decision was expected in January 2017 following voting by Co-operative Members.

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

Cllr Lockley confirmed that there had not been an Area Committee recently

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and that the next meeting was in January 2017. Cllr Lockley had submitted agenda suggestions, including regularity of refuse collections. Cllr Lockley said she had attended the recent Town and Community Councils Liaison Group meeting (on 5 December 2016) where funding issues had been covered. Cllr Lockley highlighted various items of correspondence from OVW, including on the latest consultations, Electoral Reform and the new Landfill Tax.

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

Cllr Lockley confirmed she had now found the old photographs of Kilgetty provided by a local resident and agreed to scan some of them and place on the website.

**15. Community Centre Report.**

None. Members asked the Clerk to take this item off the agenda of future KBCC meetings.

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

Cllr Anderson reported the following;

* The Mince Pies and Music event held on 8 December 2016 had been a great success with around 60 people attending.
* Improvement work inside Kilgetty-Begelly Community Centre had continued, including repairs to the carpet in the Plum Room. New floor and wall tiles would be fitted in the kitchen shortly.
* Heaters were being left on all day in the Community Centre and notices had therefore been displayed asking for heaters to only be used when the building was occupied.
* BKCA has applied for a grant to the Co-operative’s Local Community Grant Fund to help with the longer term refurbishment work at the Community Centre.

Cllr Anderson asked that KBCC consider a request from BKCA that it pay the cost of kitchen units and worktops (totalling £2,424) at the next meeting. BKCA could then make an appropriate donation back to KBCC. This would assist in payment of the VAT which KBCC could reclaim. In addition, Cllr Anderson asked that, at the next meeting of KBCC, Members consider KBCC making a donation to BKCA toward the cost of refurbishment of the kitchen. Members noted that the Community Centre was used by local community groups and residents every day.

**17. Correspondence**

All correspondence was made available ahead of the meeting from 6.45pm or by contacting the Clerk.

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Members noted the correspondence but Cllr Lockley highlighted the following main items;

* Email from Cllr Pendleton giving apologies.
* Email from Paul Harries, Head of Stepaside CP School, offering apologies for not being able to attend the meeting.
* 4 letters received from Year 4 pupils at Stepaside CP School about local amenities and suggested additions. These were read out and discussed by Full Council. Clerk was asked to write back to head of Year 4 suggesting that pupils, teachers and parents might wish to meet with councillors at the Community Centre in the New Year to discuss their ideas and for councillors to highlight future work and current facilities available at Kilgetty Play Area.

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

None.

**19. Any Other Business**

Cllr Ward reported that a local resident, identity unknown, had been undertaking litter collection in Ryelands Lane recently. This was welcomed.

Cllr Andrews and County Cllr Pugh both wished to nominate an individual to receive a letter of appreciation from KBCC for outstanding work. This would be discussed at the next meeting of KBCC.

Cllr Anderson reported that he had seen the Miner’s Field gate off its hinges recently. Cllr Lockley agreed to check with Steve Lockley to see if he could help with this problem.

Cllr Anderson said that vegetation had been cut back alongside the fence adjacent to the Community Centre, presumably by the Co-operative Group. Clerk was asked to write to the agent of the landowner to thank them for undertaking this work.

There being no further business, the meeting closed at 9.10pm.

Kilgetty, Begelly Community Council

December 2016

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