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

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

Thursday 12 January 2017

MINUTES

No members of the public were present on this occasion.

**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 also present.

1. **Apologies.**

Cllr Janet Ward.

**2. Declarations of Interest.**

Cllr Anderson declared a **Personal** and **Prejudicial** Interest in item 9 – To consider and agree a donation request from BKCA toward kitchen refurbishment costs at Kilgetty-Begelly Community Centre.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 8 December 2016.**

Cllr Andrews proposed that the draft Minutes of the Full Council meeting held on 8 December 2016 be approved as a true and correct record. Seconded by Cllr Anderson. Vote taken 3 in favour, 2 abstentions.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 8 December 2016.**

**1004 (7)** – Cllr Andrews asked about the cutting of The Common. Cllr Anderson confirmed that this had now been undertaken and a good job had been made.

**1005 (10)** – County Cllr Pugh reported that he had spoken to PCC and they could not find any evidence of responsibility for Begelly Play Area being

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passed to KBCC. Members agreed to take no further action.

**1005 (11)** – Clerk reported that no expressions of interest had been received from local residents about adopting Kilgetty railway station.

**1007 (17)** **-** Clerk reported that he had replied to the head of year 4 and pupils at Stepaside School. No response received to date.

**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) –** Cllr Anderson referred to the planning application from Folly Farm. If this project was given the go ahead by PCC, 60% of the Section 106 money could be used for the footpath improvement work in Begelly. PCC would fund the balance. Overall cost estimated at £35k. County Cllr Pugh said the planning application had been unanimously approved by the Planning Committee but PCC’s Full Council needed to ratify the decision at its meeting on 2 March 2017. Re-siting of the bus shelter would be part of the improvement work, too. Review April 2017.
* **Remedial work to Kilgetty Play Area** – Review March 2017.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** Review February 2017.
* **A477/A478 Roundabout Improvements –** Review Spring 2017.
* **Remedial work to the Information Boards alongside the Community Centre.** No further update but Cllr Anderson agreed to speak again with Tom Price, PLANED. Review February 2017.
* **Footpath alongside Community Garden, Kilgetty.** Members confirmed that this work had been completed and asked for this item to be removed from Action Tracking.
* **Stile at Miner’s Field –** Clerk reported that the Scout Group and Men’s Shed in Kilgetty (MSK) had been put in touch with each other in order to pursue installation of the stile. Review February 2017.
* **Removal of BT Kiosk in Begelly -** Review March 2017.

**6. Planning**

Cllr Lockley brought forward the planning applications and other notices;

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**16/0952/PA – Conversion of existing barn to one holiday let at Moorlands Farm, Thomas Chapel, Kilgetty SA68 0XG**. Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Lockley. Vote taken – all in favour.

**16/0948/TF** – **Tree surgery at James Park, Kilgetty SA68 0YD.** Members noted that the deadline for comments had passed. No objections were raised.

Other planning decisions were noted.

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* The proposed new development at Folly Farm had now been recommended for approval by PCC’s planning committee and would now be considered by Full Council on 2 March 2017.
* PCC’s Budget Review had recommended an increase of 5% on the Council Tax for 2017/18. Full Council at PCC would now need to ratify this increase.
* A decision on BKCA’s grant application to the Co-operative’s Local Communities Fund was expected shortly.
* The vegetation adjacent to the slip road between the main Begelly roundabout and the Community Centre in Kilgetty had now been cut back and cleared. It was assumed that the landowner undertook this work.
* 5 properties had now been occupied in the new housing development at Newton Heights, Kilgetty. Stepaside School had also received 2 new enquiries about pupils joining the school.
* PCC was tabling meetings to discuss the new Second Homes Rates and the criteria for the spend on additional community projects that might benefit from this new revenue stream. Members thought that projects involving the play area in Kilgetty; the Community Garden; a hard track around the Common and an all weather sports pitch were possibilities.

At this point in the meeting, Cllr Lockley agreed to bring forward agenda item 9 ahead of agenda item 8.

**8. To consider a request from BKCA to pay the VAT costs on recent work undertaken in the kitchen at the Community Centre.**

Cllr Anderson confirmed that this request had now been withdrawn.

**9. To consider and agree a donation request from BKCA toward kitchen refurbishment costs at Kilgetty-Begelly Community Centre.**

Cllr Anderson outlined the work being undertaken by John Keeler and said

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that the current estimate for the work was £4,552.

At this point in the meeting, Cllr Anderson left the room (7.40pm).

After a brief discussion by Members, Cllr Andrews proposed that KBCC make a donation of £1k to BKCA, toward the costs of the kitchen refurbishment. Seconded by Cllr Lockley. Vote taken – 4 in favour.

Cllr Anderson returned to the room at this point (7.42pm).

**10. Accounts for Payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary (no office costs) £ 384.00

HMRC - PAYE £ 96.00

Wales Audit Office – annual audit fee £ 186.75

A Hilling – cutting of The Common £ 240.00

BKCA – donation £1,000.00

**Total £1,906.75**

Cllr Lockley proposed that all these payments be made. Seconded by Cllr Pendleton. Vote taken – 4 in favour, 1 abstention (Cllr Anderson).

**11. Bank Reconciliation for the Third Quarter of 2016/17.**

Clerk handed out copies of the Bank Reconciliation for the third quarter of 2016/17 together with copies of the Budget Monitoring Report to 31 December 2016. Members were content.

At this point in the meeting, Cllr Lockley agreed to bring forward agenda item 18.

**12. To discuss and agree the Annual Precept for 2017/18.**

Clerk handed out the Annual Precept discussion document, showing spend to date in 2016 and the forecast spend for the rest of the 2016/17 financial year. After a general discussion on expenditure category headings, including on the Clerk’s salary (Clerk left the room between 8.13pm and 8.21pm for this element of the discussions), Members agreed that KBCC’s Annual Precept for 2017/18 be held at £21,000, for the fourth year running. Cllr Andrews proposed this Annual Precept of £21k. Seconded by Cllr Pendleton. Vote taken – all in favour. Clerk was asked to inform PCC accordingly. Clerk was asked to ensure that the Annual Precept discussion document be sent out with the agenda in future years.

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**13. To discuss and approve the KBCC grass cutting tender/contract for 2017.**

Cllr Lockley confirmed that KBCC’s existing contractor for 2016, Russell Evans, had offered to undertake the grass cutting again in 2017 at the same rate. This was for £275 per month. County Cllr Pugh asked if a small patch of land, at the entrance to the GP surgery car park, could also be cut by KBCC. Members agreed and suggested that Russell Evans be asked to quote for this work although councillors thought that this might cost no more than about £5. Cllr Anderson proposed that Russell Evans be asked to undertake KBCC’s grass cutting for 2017 at £275 per month, excluding The Common. Seconded by Cllr Pendleton. Vote taken – all in favour. Clerk to notify Russell Evans.

Cllr Anderson and Cllr Andrews also suggested that The Common be cut once in 2017 around August or September at a cost of no more than £250 including VAT. Cllr Lockley agreed to speak to A. Hilling.

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

See item 4 above.

**15. To approve two Letters of Appreciation.**

Cllr Lockley brought forwardtwo draft lettersprepared by the Clerk to send to Julie Froment and Richard Jerrim, as discussed at the December 2016 meeting. Members discussed previous Certificates of Appreciation awarded by KBCC but were content for the two letters to be sent. Cllr Pendleton suggested that details be added to the website and that the January 2017 press release include a request for other such nominations.

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

Cllr Lockley confirmed that the next Area Committee was due to take place the following week. Cllr Lockley agreed to feedback on discussions at the next KBCC meeting.

Cllr Lockley highlighted the latest correspondence from OVW, including various consultations. Cllr Lockley was thanked for the work she undertook in this regard.

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

Details of the Letters of Appreciation (see item 15 above) would be included. No other items.

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

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Cllr Anderson reported the following;

* No meeting of BKCA had taken place in December but the Christmas Fayre had raised £370.
* BKCA wished to thank Margaret Moffat for undertaking the re-working of the curtains in the Community Centre hall.
* David Pugh was thanked for all his co-ordinating work and the ladies of the Community Association were thanked for all their hard work in clearing the kitchen prior to the refurbishment work now being carried out.
* John Keeler was also thanked for his good work installing the new kitchen.

**19. Correspondence**

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

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

* Letter from M. Scale about speeding in Ivy Chimney Lane. Clerk to copy the letter to PCC for any comments thay may have.
* Appropriate gates had now been installed in Sardis Road, Sardis.
* Request from LITE Ltd for feedback on Christmas lights. Members were pleased with the lights and with the level of service provided. Comments received from residents had also been positive. Clerk to feedback to LITE Ltd.
* Welsh Government letter confirming Section 137 expenditure limit for 2017/18.
* Two consultations from PCC on Transforming Temporary Spaces for use by community groups and on Rural Facilities. Cllr Lockley agreed to take away to consider responses.
* Invite to host a Beacon for the *100 Years of Remembrance* on 11 November 2018. Not taken up by KBCC.
* Various OVW training modules.

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

None.

**21. Any Other Business**

None.

There being no further business, the meeting closed at 9.20pm.

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