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

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

Thursday 9 March 2017

MINUTES

Public participation took place between 7.00pm and 7.16pm.

**Present:**

Cllr 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.

As Cllr Lockley and Cllr Ward were both absent, Cllr Pendleton proposed that Cllr Andrews take up position as Chair of the meeting. Seconded by Cllr Anderson. Vote taken – all in favour.

1. **Apologies.**

Cllr Diane Lockley. Cllr Janet Ward was absent without apology.

**2. Declarations of Interest.**

Cllr Anderson declared a Personal and Prejudicial Interest in agenda item 6 (b) – Planning: 16/1183/PA.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 9 February 2017.**

Cllr Pendleton proposed that the draft Minutes of the Full Council meeting held on 9 February 2017 be approved as a true and correct record. Seconded by Cllr Anderson. Vote taken – all in favour.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 9 February 2017.**

**1018 (16)** – Clerk reported that he had sought Pembrokeshire County Council’s (PCC) policy on the cutting back of trees alongside countryside roads in the area. Clerk read out PCC’s response and said that Cllr Lockley had agreed to highlight areas where PCC might wish to inspect dangerous overhang of trees.

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**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) –** County Cllr Pugh confirmed that Folly Farm had now received full planning permission for their development. An expenditure trigger point on the project meant that work on improving the footpath in Begelly could commence shortly. Review April 2017.
* **Remedial work to Kilgetty Play Area** – The latest inspection by PCC had now been undertaken and their inspection report had been received. See item 12 below. Review April 2017 as an agenda item.
* **Location of footpath between Mill Bay Homes development and Kilgetty town centre –** County Cllr Pugh reported that he had not heard anything further on this matter. Review April 2017.
* **A477/A478 Roundabout Improvements –** Review September 2017.
* **Stile at Miner’s Field –** Cllr Adamssaid that the stile was ready to be installed and he would look to meet with Leo Thornley of Men’s Shed the following week. Cllr Anderson proposed that Karl Butler be asked to assist with the installation of the stile at a cost of no more than £150. Seconded by Cllr Pendleton. Vote taken – all in favour. Clerk was asked to send Mr Butler’s contact details to Cllr Adams. Review April 2017.
* **Removal of BT Kiosk in Begelly –** Members agreed to review June 2017.

**6. Planning**

Cllr Andrews brought forward the following planning applications and other notices;

**NP/17/0081/FUL - Install 4 x velux windows, take down west facing gable and install upvc glass and French doors, install balcony to new French doors gable at New Bungalow, Cross Lanes, Kilgetty SA68 0XT.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Adams. Vote taken – all in favour.

**16/1067/PA – Proposed extension and improvements to existing dwelling including temporary siting of a static caravan in rear garden at Ivydene, Carmarthen Road, Kilgetty SA68 0UF.** Full Council wondered how long ‘temporary’ would be but after due consideration, Cllr Pendleton proposed that this application be recommended for approval. Seconded by Cllr Adams. Vote taken – all in favour.

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**NP/17/0121/FUL - Retrospective planning application for engineering works related to existing and proposed retaining walls at Heritage Park, Stepaside, Narberth SA67 8LN.** Full Council noted the retrospective nature of part of this application. After a brief discussion, Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Pendleton. Vote taken – all in favour.

At this point (7.42pm), Cllr Anderson left the room having declared a Personal and Prejudicial Interest in the following planning application.

**16/1183/PA – Proposed new dwelling (amended design) at Land at Begelly Green, Begelly. SA680XE.** Cllr Andrews confirmed that KBCC had recommended approval of the earlier application. After a brief discussion, Cllr Adams proposed that this application be recommended for approval. Seconded by Cllr Pendleton. Vote taken – 3 in favour.

Cllr Anderson returned to the room at this point (7.45pm).

Other planning decisions were noted.

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* County Cllr Pugh confirmed that he would be standing as a County Councillor in the forthcoming Local Government elections.
* A local resident (Mr Pullin) had spoken to him and had volunteered to initiate a youth work programme to help keep Kilgetty railway station free of litter problems. Cllr Anderson and Cllr Andrews noted that the track and station was relatively tidy at the present time. Clerk was asked to contact Cllr Lockley (in view of earlier interest in ‘adopting’ the station) to request that she speak with County Cllr Pugh over this proposed youth work.
* PCC’s road maintenance schedule had been revised. New Road, Begelly, would now see road improvements later in the year, with surface dressing work now included on PCC’s schedule of works.
* County Cllr Pugh had put in a request to PCC to move a litter bin to New Road, Begelly. He agreed to investigate progress.
* Cllr Anderson reported that a crack had appeared in the A478 near to Sunnyside, Begelly. County Cllr Pugh agreed to look into the matter.

County Cllr Pugh was thanked for his monthly report.

**8. Accounts for Payment**

Clerk brought forward the following accounts for payment;

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Ian Morris – salary and office costs £ 407.01

HMRC - PAYE £ 96.00

WebServe 4u – lap top maintenance work £ 50.00

**Total £ 553.01**

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

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

As Cllr Lockley was not present there was no update.

**10. To consider options and approve replacement of KBCC’s laptop.**

Clerk presented various options and estimates for the replacement of KBCC’s ailing laptop. After a discussion on the options, Cllr Adams proposed that KBCC purchase a Dell 3560 from Comcen Computer Supplies at a cost of £455.63 plus VAT. Seconded by Cllr Pendleton. Vote taken – all in favour.

In addition and following the Clerk’s recommendation, Cllr Andrews proposed that WebServe4u be asked to undertake the transfer and download of data and information from the old laptop to the new Dell laptop, at a cost of around £150. Seconded by Cllr Pendleton. Vote taken – all in favour.

**11. To consider and agree responses to the Welsh Government’s White Paper on the Reform of Local Government.**

Clerk had provided copies of the relevant Town and Community Council pages of the White Paper to councillors along with the agenda for this meeting. Members discussed localism and clustering issues. Councillors suggested that local knowledge and expertise as well as key community work could be lost as a result of any clustering or merging of Community Councils (particularly in rural areas) and thought that as numbers of voluntary councillors were already low, any compulsory work or compulsory training for councillors could see numbers dwindle even further. Clerk was asked to feedback comments to the Welsh Government. In respect of partnership working with county councils, County Cllr Pugh confirmed that PCC would be arranging a conference for the new County Councillors and the new Town and Community Councillors, after the local elections.

At this point, Cllr Adams left the meeting (8.45pm).

**12. To consider and agree a long term improvement plan for Kilgetty Play Area.**

Clerk reported that he had now received from PCC a hard copy of the 2017 Annual Inspection of Kilgetty Play Area. Clerk highlighted the two high risk

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items mentioned in the report. These involved rotting timber on the Junior Multiplay and the Swing (Toddler). Clerk mentioned similar repair work that Cllr John Williams had undertaken for Manorbier Community Council at Jameston Play Area. Cllr Anderson proposed that the Clerk approach Cllr John Williams to ask him to undertake repair work to the rotting timber on the two high risk items at Kilgetty play area. Seconded by Cllr Pendleton. Vote taken – 3 in favour.

Cllr Andrews suggested that, as Cllr Lockley was not present, the long term improvement plan for Kilgetty play area be discussed at the April 2017 meeting of KBCC. Members agreed.

County Cllr Pugh said that BKCA were exploring areas of funding for various projects, including via the Aggregates Levy, and suggested that joint working between BKCA and KBCC on this matter, in identifying specific projects, would be a good approach. See also following item.

**13. To consider and discuss suggestions for KBCC-funded community projects.**

Cllr Andrews suggested that as Cllrs Lockley and Ward were not present, this item be discussed at the April 2017 meeting of KBCC. Members agreed.

**14. To discuss the provision of litter bins in New Road, Begelly.**

See item 7 above.

**15. To discuss improvements to kerbing in the filter lane at the A477 junction for Kilgetty.**

Clerk reported that he had approached both PCC and South Wales Trunk Road Agency (SWTRA). SWRTA had responded to confirm that all correspondence from elected officials would be forwarded to the Welsh Government for reply. Clerk said that the Welsh Government had yet to respond. Members asked the Clerk to add this item to Action Tracking.

**16. To receive an update on the Local Government election process for 4 May 2017, including provision of nomination packs for councillors.**

Clerk reported back upon the briefing session he had attended at County Hall the previous week. The main issues were highlighted, including the need to deliver by hand any nomination and consent papers to County Hall by 4pm on 4 April 2017. Clerk and County Cllr Pugh offered to deliver nomination papers on behalf of councillors, should they wish. Clerk also outlined the guidelines around Proposer and Seconder signatures (to be resident in the ward for which nominees were standing) and witness signatures. Copies of the nomination packs were handed out. Copies for absent councillors would be delivered by hand by the Clerk and Cllr Pendleton.

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

None.

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

Cllr Anderson reported that BKCA did not meet in February 2017 and therefore no report was necessary.

**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 Andrews highlighted the following important items;

* Email from Charles Johns about lack of disabled car parking outside the Co-operative and problems with the Co-operative’s lift.
* Telephone call from Mr Perrin also commenting about lack of disabled car parking outside the Co-operative. Members noted.
* Letter from HSBC about closure of Narberth branch from 26 May 2017.
* Annual Audit papers for FY 2016/17from Auditor General for Wales.
* PCC consultation on Rights of Way. Cllr Anderson borrowed the papers.
* 3 donation requests (for September 2017 meeting).

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

None.

**21. Any Other Business**

None.

There being no further business, the meeting closed at 9.45pm.

Kilgetty, Begelly Community Council

March 2017

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