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

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

Thursday 9 November 2017

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Trevor Andrews

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Josephine Woodgate

Ian Morris (Clerk and Responsible Finance Officer)

1. **Apologies.**

Cllr Christopher Ebrey, Cllr Janet Ward and County Cllr David Pugh.

**2. Declarations of Interest.**

Cllr Anderson declared a **Personal and Prejudicial** Interest in agenda item 6c – Planning: 17/0690/PA.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 12 October 2017.**

Clerk confirmed that he had omitted the word ‘meeting’ from 1070 (22), 4th sentence and asked for this word to be added to the text. After this amendment had been made, Cllr Smith proposed that the draft Minutes of the Full Council Meeting held on 12 October 2017 be approved as a true and correct record. Seconded by Cllr Andrews. Vote taken – all in favour.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 12 October 2017.**

**1068 (16) –** Clerk reported that Darren Thomas, Pembrokeshire County Council (PCC), had confirmed that arrangements would be made to install an ‘Unsuitable for Heavy Vehicles’ sign at the village end of Ryelands Lane, Kilgetty, once a suitable location had been identified.

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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 (currently outside Begelly Stores) –** Clerk was asked to write to PCC for an update. Review December 2017.
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre –** Clerk reported that he had researched some of the old documents in respect of Miner’s Field. As a result, the Clerk confirmed that the Charity Commission did not own the land and that he understood that KBCC, through 3 trustees, did. Clerk had asked Ray Greenwood, Transport Planner, PCC, not to contact the Charity Commission for the time being. Clerk also reported that PCC did not have any intention to provide lighting for the proposed footpath as it would not meet PCC policy on lighting footpaths. Cllr Andrews said that the land needed for the footpath could eventually be compulsory purchased by PCC or donated to them. Cllr Adams asked if ownership of the land had been registered with the Land Registry. Clerk was asked to check this issue and if necessary to consult with Solicitors Darwin Bowie, to ask them to clarify ownership. Cllr Anderson proposed that this matter be taken forward by the Clerk and that a budget of up to £500 be agreed to meet any legal costs. Seconded by Cllr Andrews. Vote taken – all in favour.
* **Removal of BT Kiosk in Begelly –** Members agreed to review in March 2018.

* **Improvements to kerbing in filter lane at A477 junction for Kilgetty -** Clerk reported that some white lining had now taken place at this junction (but not to the raised central kerbing) with improved surface arrow markings. Members asked the Clerk to take this matter off ‘Action Tracking’.
* **Condition of A478 road in Begelly (including dip in road) –** Review January 2018.
* **Repairs to panels in bus shelters in Kilgetty.** Cllr Woodgate reported that painting of the shelter in Ryelands Lane had been undertaken and thought that the broken panel in the shelter had been replaced. Members asked the Clerk to remove this item from ‘Action Tracking’.

**6. Planning**

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

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**17/0648/PA – Two-bedroom dwelling at 16 Fir Grove, Begelly SA68 0XD.** Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Lockley. Vote taken – all in favour.

**17/0684/PA – Detached double garage and garden storage with first floor hobbies space at Drogheda, New Road, Begelly SA68 0YF.** After a discussion, including on the exact location of this application, Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Smith. Vote taken – 4 in favour, 3 abstentions.

Cllr Anderson left the room at this point (7.50pm).

**17/0690/PA – Proposed detached double garage with multi-gym above at Begelly Green, Begelly SA68 0XE.** Full Council discussed the various measurements of the building in respect of this application. After due consideration, Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Woodgate. Vote taken – 6 in favour.

Cllr Anderson returned to the room at this point (7.54pm).

**17/0691/PA – Reserved Matters in respect of access, appearance, landscaping, layout and scale at Parsonage Lane, Begelly SA68 0YL.** Members of Full Council expressed some concerns on access (increase of traffic entering and exiting Parsonage Lane on a busy and dangerous bend on the A478, particularly when turning right into Parsonage Lane from the Narberth direction) and on landscaping issues (development detrimental to wildlife in the area). Cllr Anderson proposed that this application be recommended for refusal. Seconded by Cllr Adams. Vote taken – all in favour.

**17/0717/PA – Residential development – Single dwelling with attached garage (All Matters Reserved) at The Rectory, New Road, Begelly SA68 0YG.** Full Council noted the application’s associated comments on flood risk and expressed continued concern about potential flooding at this location. Members recalled that The Rectory has been flooded in the past. Cllr Adams proposed that this application be recommended for refusal. Seconded by Cllr Anderson. Vote taken – all in favour.

**17/0739/PA – Part retrospective application for the erection of a conservatory at Begelly Stores, Begelly SA68 0XF.** Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Andrews. Vote taken – all in favour.

Other planning notices were noted.

**7. County Councillor’s Report.**

County Cllr Pugh was absent from the meeting and no report was provided.

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**8.Accounts for Payment**

The following invoices were presented for approval and payment;

Ian Morris – salary costs and office expenses £ 423.95

HMRC - PAYE £ 95.20

Russell Evans – grass cutting £ 223.75

RBL Poppy Appeal - wreath £ 27.00

Wales Audit Office – Annual Audit 2016/17 fee £ 186.00

**Total £ 955.90**

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

**9. To consider an update on the request to set up allotments in Miner’s Field, Kilgetty, including the funding of a soil test(s).**

Cllr Lockley reported back on the costings provided by PCC’s Contaminated Land Officer for soil tests at Miner’s Field. This followed a site meeting held with some Members of KBCC. Cllr Lockley queried the views put forward by two members of the public in August 2017 about possible arsenic contamination at Miner’s Field and wondered what evidence (rather than hearsay) they had for those views. Members agreed that soil testing costs were quite high and needed to be justified on evidence. The Clerk was asked to contact the two local residents concerned and ask if they could provide any evidence of arsenic contamination at the field. Cllr Anderson highlighted that what was being proposed now at Miner’s Field (allotments) would result in digging into the land. This type of activity had not been undertaken in the recent past at the location. After a further discussion on the soil costings provided by PCC, Cllr Adams proposed that KBCC ask PCC to proceed with soil testing on the proposed allotment area only of Miner’s Field, at a cost of £169 excluding VAT. Seconded by Cllr Jones. Vote taken – all in favour.

**10. To consider an update on development of a Long-Term Improvement Plan for Kilgetty Play Area.**

Cllr Lockley confirmed that she had not heard anything further from *Playdale* in respect of their proposed full survey of the play area. Members agreed to discuss this matter, along with items 11 and 12, below, at a special meeting in the New Year.

**11. To further consider and discuss use of KBCC’s Reserves, including additional benches in The Common, Kilgetty and the renovation of the ‘Welcome to Kilgetty’ signs.**

No further details had been received from County Cllr Pugh regarding the cost

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of the renovation of the signs. Cllr Lockley reported that she had received estimates from*The Log Depot* for the cost (£500 including delivery) of large, thick, tree trunk benches which could be made as a 3-seater settee type bench. However, Members agreed to discuss at the special meeting in the New Year.

**12. To discuss future improvements of The Common, Kilgetty.**

Cllr Lockley reported that County Cllr Pugh had asked for this item to be placed on the agenda and read out an email from him. This referred to the second homes premium and the funding that might be rolled out via strategic community capital projects. Members were uncertain of the amount of second homes premium funding that would find its way to KBCC and needed further clarification on this matter. Cllr Adams suggested that the funding of an all-weather sports facility was needed in the KBCC area. However, Full Council agreed to discuss this issue at the special meeting in the New Year; see items 10 and 11 above.

**13. To receive feedback from councillors who attended the PCC meeting (hosted by the PCC Chairman) on 25 October 2017 at County Hall.**

Cllrs Lockley, Adam, Ebrey, Smith and Woodgate had attended this meeting on behalf of KBCC. Representatives from Amroth and Llandewi Velfrey Community Councils had also been present. Councillors agreed that the meeting had been productive. Discussions topics had included the likelihood of more responsibilities being devolved to Community and Town Councils (CTCs) and the need for improved communication between PCC and KBCC (and other Community Councils). The Chairman would also be seeing other CTCs based in the county and was using all these meetings as a soundboard and fact-finding exercise to hear of issues of concern direct from CTCs. One suggestion to arise from the meeting was the possibility of KBCC meeting with Amroth CC on a quarterly basis.

**14. To consider and approve KBCC’s response to the Independent Review Panel’s (IRP) survey on the future role of CTCs.**

Members discussed the 4 high level questions (1. What should CTCs be responsible for? 2. How should they operate? 3. What’s standing in their way to deliver for the local community? 4. How do Councils ensure they best represent their local community?) upon which the IRP were keen to receive the views of CTCs. Councillors provided the following summarised comments;

1. CTCs look after the interests, including quality of life and well-being of ratepayers and residents within their area. In addition, CTCs should highlight work required in their area to the County Council. Play Area responsibility also mentioned.
2. Councillors should be known to residents in their area.

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1. Budgetary and financial constraints, including those of the principal authority.
2. Listen to feedback from the community.

Clerk reported that One Voice Wales (OVW) were running a series of consultation event across Wales to discuss a detailed OVW response to the questions. Cllr Lockley and Cllr Adam agreed to attend one such event in St Clears on 4 December 2017 but asked the Clerk to check to see if there was room available for Cllr Smith and Cllr Woodgate, to attend as well. Clerk said that he would await any further feedback from councillors as a result of attending the event before responding to the IRP. The deadline for responses was in the new year.

**15. To consider and approve KBCC’s comments to PCC on the proposed changes to the frequency of black bag waste collections.**

Cllr Lockley and Cllr Smith noted that PCC had said that the current waste collection service could not continue as at present otherwise they would have to pay fines (landfill charges) to the Welsh Government. This despite PCC being second in the table for recycling of waste in Wales. Various alternatives were being proposed, including smaller collection vehicles but with different holes for collecting recycled waste and the employment of enforcement officers. Members noted that KBCC had yet to be sent any detailed proposals for comment by PCC and agreed to await this information before commenting.

Cllr Jones left the meeting at this point (9.07pm).

**16. To consider the provision of additional bins for dog waste in Begelly.**

Members agreed to discuss this matter at KBCC’s December 2017 meeting.

**17. To consider the provision of a Vehicle Actuated Speed sign in KBCC’s area.**

Members agreed to discuss this matter at KBCC’s December 2017 meeting.

**18. To discuss the provision of names badges for KBCC councillors.**

Members discussed the merits or otherwise of providing name badges for councillors, including for those representing KBCC at external meetings. After a brief discussion, Cllr Andrews proposed that name badges are not provided for councillors. Seconded by Cllr Lockley. Vote taken 3 in favour, 3 against. Cllr Lockley, as Chair, exercised her option to provide a casting vote and voted for the proposal to not provide name badges.

**19. To discuss and explore the setting up of monthly councillor surgeries in Kilgetty and Begelly Wards.**

Members agreed to discuss this matter at KBCC’s December 2017 meeting.

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**20. To consider an update from Cllr Lockley on items from One Voice Wales (OVW), including area meetings, training and correspondence.**

Cllr Lockley reported that there were no urgent matters to report.

**21. To receive a brief update on arrangements for Kilgetty’s Christmas lighting for 2017/18.**

Clerk reported that he had received confirmation from LITE Ltd that they would be installing the festive lighting during week commencing 27 November 2017 and that the lights would be lit between 1 December 2017 and 6 January 2018. Clerk also confirmed that he had received the appropriate authorisation for the installation of the Christmas lighting from PCC for this period. Clerk was asked to add these dates for the Christmas lighting to the press release.

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

Stepaside School had provided details to the Clerk for their various festive activities and these would be added to the KBCC website.

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

Cllr Anderson confirmed there was no meeting of BKCA that month and so no report was provided.

**24. Correspondence.**

All correspondence had been made available ahead of the meeting, from 6.30pm, or could be viewed by contacting the Clerk. Cllr Lockley highlighted the main items of correspondence, including;

* Letter from PCC inviting councillors to a Local Development Plan Review meeting on 6 or 13 December 2017 at the Committee Rooms, County Hall, Haverfordwest. Cllr Adams agreed to attend the event on 6 December 2017 at 3.00pm.
* Western Power Distribution Wayleave payment received totalling £112.22.
* PCC letter confirming appointment of Cllr Paul Hannon, Manorbier CC and Ian Wood, Burton CC, to the Standards Committee.
* Email from PCC asking for rental properties for the Syrian Vulnerable Person Resettlement Scheme in Pembrokeshire.

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**25. Emergency items and other outstanding issues before Full Council.**

None.

**26 Any Other Business (For information only).**

Cllr Lockley confirmed that the Remembrance Day Service would be held on12 November 2017 at 11.00am in the Community Garden, Kilgetty.

Cllr Anderson reported that a local resident had raised some issues about PCC taking away play equipment from Begelly Play Area. Members were aware of PCC policy in this regard and suggested the resident contact County Cllr Pugh, as KBCC did not have responsibility for Begelly Play Area.

There being no further business, the meeting closed at 9.25pm.

KBCC

November 2017

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