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

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

Thursday 11 January 2018

DRAFT MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Janet Ward (Vice-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)

County Cllr David Pugh was also in attendance.

1. **Apologies.**

Cllr Christopher Ebrey.

**2. Declarations of Interest.**

None at this point.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 14 December 2017.**

Cllr Adams proposed that the draft Minutes of the Full Council Meeting held on 14 December 2017 be approved as a true and correct record. Seconded by Cllr Jones. Vote taken – 4 in favour, 4 abstentions.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 14 December 2017.**

**1079 (4) –** Clerk reported that One Voice Wales (OVW) would be sending, to all Community Councils that had attended the seven consultation events, a draft of the composite response to be sent to the Welsh Government’s Independent Review Panel. Comments could be added by KBCC at this time. OVW was encouraging all Community Councils to send their own response, too.

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**1081 (7)** – County Cllr Pugh confirmed that Pembrokeshire County Council (PCC) would be making a final decision on the Council Tax increase for 2018/19 at its March 2018 meeting.

**1082 (10) –** Clerk reported that PCC had passed KBCC’s request for additional litter bins for New Road, Begelly, to their Environmental Maintenance Department for consideration. Following a request during the Public Participation session held on 14 December 2017, PCC had confirmed that they had inspected the carriageway in Ryelands Lane and there was a No. 1 Category pothole (pothole depth of 75mm) and that PCC’s Highway Asset Department had been asked to inspect and repair where necessary.

**1082 (11) –** Clerk read out PCC’s feedback on the recent speed measurement survey undertaken in Ryelands Lane, Kilgetty. The survey had shown that the mean average speed during the survey was just over 20 mph. Members expressed concern at the location of the survey and ideally this should have been undertaken between Mayfield Acres and Park Avenue and not outside Newlands. Clerk was asked to respond to PCC.

**1083(15) –** Cllr Lockley confirmed that she had responded to PCC, expressing KBCC’s concerns on some of the proposed changes to waste collections.

**1085 (22) –** County Cllr Pugh reported that he had met with Victoria Bancroft about the Rural Futures initiative. His view was that this could be just a talking shop and there appeared to be lack of substance and little direction given on the initiative. KBCC had not yet been contacted by Victoria Bancroft.

**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 reported that Darren Thomas, PCC, had sent an update which confirmed that planning officers were currently dealing with the Discharge of Conditions applications that had been submitted by Folly Farm. Once these had been discharged the development could commence, thereby releasing the transportation contribution for the footway scheme. Darren Thomas had also confirmed that consideration would then be given to providing a new ‘Perspex’ type bus shelter as part of the footway improvement scheme. Review March 2018.
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre –** Clerk confirmed that he had checked with Pembrokeshire Archives to see if the original deeds for Miner’s Field had

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been placed there but to no avail. He needed to search KBCC papers stored in the Community Centre library. Meantime, Ray Greenwood, PCC, had sent details of the general route of the proposed footpath and confirmed that the proposed width of the footway would be 2m and would be installed with a simple tarmac surface with timber edgings. Councillors expressed concern on the open access to the path and felt some secure access was needed, for example a kissing gate. A local resident had also expressed some concern on how far the footway would come after leaving the field. Members also raised questions about maintenance responsibilities and the proposed lack of lighting. Members agreed that a site meeting be held with PCC in due course but in terms of the general alignment were content, as this would not affect any proposed allotments on Miner’s Field. Review February 2018.

* **Removal of BT Kiosk in Begelly –** Members agreed to review in March 2018.

* **Condition of A478 road in Begelly (including dip in road and mud fouling) –** Members agreed to review in May 2018 (dip in road element only).

**6. Planning**

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

**17/0883/PA – Sub division of existing garden to provide x1 new 3-bedroom dwelling at Heathfield, 29 Mayfield Acres, Kilgetty SA68 0UW.** After a brief discussion, Cllr Andrews proposed that this application be recommended for approval. Seconded by Cllr Smith. Vote taken – all in favour.

**17/0975/PA – Tree surgery at 7 James Park, Kilgetty SA68 0YD.** Cllr Anderson proposed that this application be recommended for approval. Seconded by Cllr Lockley. Vote taken – all in favour.

Members also discussed a Pre-application consultation submitted by Denmore Homes Ltd of Pontypool, relating to land south of Kilvelgy Park, Kilgetty. This pre-application consultation concerned a proposed residential development of 20 units, including 4 affordable homes, on the land south of Kilvelgy Park, Kilgetty. Documentation could be inspected at Saundersfoot Library (Tuesday to Saturday) or on line at [www.llyrevansplanningltd.com](http://www.llyrevansplanningltd.com) Deadline for comments was 9 February 2018. Members queried the lack of open space/children’s play area planned for within the proposed development.

Other planning notices were noted.

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**7. County Councillor’s Report**

County Cllr Pugh confirmed there was no news to report this month.

**8.Accounts for Payment**

The following invoices were presented for approval and payment;

Ian Morris – salary and office costs £ 419.96

HMRC - PAYE £ 95.20

Classic Carpets and Beds Ltd – flooring at Comm. Centre £3,350.00

BKCA – payment of deposit for flooring at Comm. Centre £1,000.00

**Total £4,865.16**

Cllr Anderson left the room at 8.12pm having declared a Personal and Prejudicial Interest in the Classic Carpets and BKCA payments.

Cllr Smith proposed that all the payments be approved. Seconded by Cllr Andrews. Vote taken – 7 in favour.

Cllr Anderson returned to the room at 8.13pm.

**9. Bank Reconciliation and Budget Monitoring Report for the Third Quarter of 2017/18.**

Clerk handed out copies of the Bank Reconciliation and the Budget Monitoring Report for the Third Quarter of 2017/18. Cllr Andrews proposed that the Bank Reconciliation for the Third Quarter of 2017/18 be accepted as a true and accurate record of KBCC’s financial position. Seconded by Cllr Lockley. Vote taken – all in favour.

The Budget Monitoring Report for the Third Quarter of 2017/18 was noted.

**10. To review the latest quarterly inspection of Kilgetty Play Area.**

Clerk reported that the latest quarterly inspection of Kilgetty Play Area had been received by KBCC, on 14 December 2017. No new items of concern had been reported. Clerk had spoken to Neil McCarthy, PCC, that day and he had confirmed that the Annual Inspection of the play area was due to take place within 2 weeks. Cllr Lockley suggested that KBCC await receipt of this annual inspection and unless any vital safety work was required that this be discussed at the proposed Extraordinary Meeting of KBCC in March 2018. Members agreed.

**11. To consider an update on the Casual Vacancies process for KBCC.**

Clerk reported that, following the latest Casual Vacancies process, two applications for Co-option had been received.

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Members discussed the two applications which had been received. These were from Mr Gavin Thomas and Mr John Whitby.

Cllr Lockley proposed that Gavin Thomas be accepted for Co-option to KBCC for Begelly ward. Seconded by Cllr Andrews. Vote taken – all in favour.

Cllr Adams proposed that John Whitby be accepted for Co-option to KBCC for Begelly ward. Seconded by Cllr Lockley. Vote taken – all in favour.

Clerk was asked to write to Mr Thomas and Mr Whitby inviting them to attend the 8 February 2018 meeting of KBCC.

**12.** **To agree a date for an Extraordinary Meeting of KBCC in March 2018 to discuss; a: Long Term Improvement Plan for Kilgetty Play Area. b: Use of KBCC’s Reserves, including provision of benches on The Common, Kilgetty and c: Future improvement/development of The Common, Kilgetty.**

Members noted that as Cllr Ebrey was absent there was no news about the proposed KBCC Open Day in February 2018. The Open Day was expected to help inform discussions at the proposed Extraordinary Meeting. Cllr Lockley asked the Clerk to email Cllr Ebrey for an update. As a result, Full Council agreed to defer this agenda item until the February 2018 meeting

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

Cllr Lockley reported that the next OVW area meeting was due to take place on 16 January 2018. The latest draft of the Community and Town Council Charter was presented to PCC’s Cabinet on 9 January 2018 and was approved.

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

None. Members agreed that this item be removed as a regular agenda item.

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

Cllr Anderson confirmed that there had been no BKCA meeting that month but said that the community centre main hall floor work had been completed and work was on-going on refurbishment of the toilets.

**16. To discuss and agree the KBCC Annual Precept for 2018/19.**

Clerk had provided copies of the Annual Precept discussion document to councillors in advance of the meeting. This had shown spend to date in 2017 and the forecast spend for the rest of the 2017/18 financial year. Members discussed expenditure category headings, including on the Clerk’s

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salary (during which the Clerk left the room) and noted the inclusion of a new heading, ‘Administration of Elections’. This had been included following PCC’s notification that it would be recharging Community and Town Councils for the administration of their elections. Community and Town Councils needed to raise sufficient funds to pay for the 2022 Elections and any By-Elections in the meantime. PCC had provided information on the costs that would have been recharged in relation to the May 2017 Election for Community and Town Councils. For KBCC, the average cost at May 2017 for a Community Council election if it had been contested was £5,765.79 **per ward.** For an uncontested election the cost was £255.86 **per ward.**

Following discussion, Cllr Andrews proposed that KBCC’s Annual Precept for 2018/19 be set at £25,000. Seconded by Cllr Lockley. Vote taken – 7 in favour, 1 abstention.

**17. 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 Hannah Bailey requesting a grant toward attendance at the 24th World Scout Jamboree. No grant approved as individuals ineligible to receive KBCC donations.
* Email about a draft Toilet Strategy. Cllr Lockley to consider.
* OVW details of Area Committee meeting on 16 January 2018.
* Email from National Grid about refurbishment of pylons between Swansea and Pembroke Dock.
* Email (and Clerk’s response) from Welsh Government about Casual Vacancies on KBCC.
* Email from Spam Arts about a new singing project for the over 50’s.
* Email from SwimNarberth about Narberth swimming pool opening date.

Cllr Jones and County Cllr Pugh left the meeting at this point (9.23pm).

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

None.

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

Cllr Andrews confirmed that the Christmas lights had been taken down on 8 January 2018.

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

KBCC

January 2018

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