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

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

Thursday 9 August 2018

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Christopher Ebrey

Cllr Jayne Ebrey (Vice chair)

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr Janet Ward

Cllr John Whitby

Cllr Josephine Woodgate

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also in attendance.

Public Participation session took place between 7.03pm and 7.12pm.

1. **Apologies.**

None.

**2. Declarations of Interest.**

Cllr Brenda Jones declared a Personal Interest in agenda item 6 (b).

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 12 July 2018.**

Cllr Lockley said that the abbreviation ‘Cllr’ should be inserted in front of the name Thomas at 1135 (9). Cllr Ebrey proposed that, once this amendment had been made, the draft Minutes of the Full Council Meeting held on 12 July 2018 be approved as a true and correct record. Seconded by Cllr Smith. Vote taken – 8 in favour, 3 abstentions.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 12 July 2018.**

**1139**

**1134 (9)** - Clerk confirmed that Cllr Jayne Ebrey had signed new bank mandate details ahead of the meeting.

**1136 (16)** – Cllr Adams and the Clerk confirmed that changes to the approved trustees of Kilgetty Recreation and Pleasure Ground could be made in the autumn, once the Charity Commission had made changes to the appropriate on-line forms.

**1137 (20)** – Cllr Lockley confirmed that the ‘Chairing Skills’ module had been cancelled by One Voice Wales (OVW). The ‘Council as an Employer’ module had also been cancelled by OVW but they had failed to inform Cllr Lockley (who had a wasted trip to the venue) or the Clerk. Clerk said he awaited feedback on reasons for the cancellation from OVW.Cllr Lockley also confirmed that the OVW autumn training programme had not yet been finalised.

**1138 (22)** – Cllr Thomas reported that he had attended the meeting at Heritage Park, Stepaside, to discuss their future plans. Cllr Thomas summarised the discussions which included plans to expand Heritage Grove, set up an equestrian centre and convert the old public house. It was noted that the location fell within Saundersfoot Community Council’s area. Cllr Ward expressed some concern about the availability of car parking for visitors. Cllr Lockley suggested that if any individual had any concerns they should write to Pembrokeshire County Council (PCC). Cllr Thomas was thanked for attending the meeting and for his feedback.

**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) –** Cllr Lockley reported thatPCC had confirmed that, due to severe budgetary concerns at this time, it awaited the payment of Section 106 funding from Folly Farm before commencing improvement work but that this would not come forward until Folly Farm implemented their development. PCC did not have any other budget allocation at this time. Cllr Adams reported that some local residents had been asking about the safety of the footpath. County Cllr Pugh was asked if PCC still undertook quarterly inspections of the footpath. County Cllr Pugh outlined the background to this issue, going back 20 years but said that as soon as Folly Farm S106 funding came through, the work would start. County Cllr Pugh was asked to take KBCC’s concerns on safety back to PCC. Review **September 2018**.

**1140**

* **Location of footpath between Mill Bay Homes development and Kilgetty village centre/Land registration of Miner’s Field –** Cllr Lockley summarised the latest update from David Job, PCC. This confirmed that G D Harries of Narberth had been appointed to undertake installation of the footpath. PCC awaited details of cost and a start date. Clerk was asked to write to PCC to confirm that KBCC needed to see detailed plans for the footpath before work commenced. KBCC/trustees could then give final approval. No update on land Registration. Review **September 2018**.

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

**6. Planning.**

Cllr Lockley brought forward the following planning applications and other planning notices. After discussion by Full Council, the following recommendations were made;

**18/0288/PA – Proposed modification of condition 2 of outline planning permission 09/0840/PA to allow a minor amendment to the approved plans (condition 1 (the approved plans condition) of supplement Reserved Matters Consent ref. 14/0657/PA) at Plot 6, Maes Elwyn John, Reynalton, Kilgetty SA68 0PE.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Ward. Vote taken – all in favour.

**18/0448/PA – Erection of a dwelling (All Matters Reserved) at Shoemakers Cottage, Begelly, Kilgetty SA68 0XF.** Cllr Jayne Ebrey proposed that this application be recommended for approval. Seconded by Cllr Thomas. Vote taken – all in favour.

Full Council also discussed two Pre-planning application consultation documents in respect of; 1) the proposed enhancement of Ryelands Caravan Park, Ryelands Lane, Kilgetty and 2) proposed erection of an additional free range egg unit at Langdon Farm, Kilgetty.

In respect of (1), Full Council noted the comments in a letter from Dr Spragg, a near neighbour of Ryelands Caravan Park. Cllr Thomas summarised the proposals which would not see an increase in the number of caravans but merely a movement of caravans into different fields. Cllr Jones expressed some concerns that the Pre-application related to year round opening and residents could live there during winter. Cllr Adams said that ‘Stone Pitt’ and ‘The Buttles’ caravan parks were open all year. After discussions, the Clerk was asked to arrange a site visit for interested councillors.

KBCC had no comments at this stage on (2). Cllr Lockley noted that there appeared to be no issues (including traffic or smell) in respect of their existing facilities.

**1141**

Other planning notices were noted.

Cllr Lockley and Cllr Thomas provided feedback on the recent LDP2 engagement session hosted by PCC. Further work would be undertaken on the LDP2 with decisions at the end of the year. Cllr Thomas confirmed that KBCC’s views on the (no) need for further expansion (large and small) in Kilgetty and other parts of KBCC’s area was input to discussions. Cllr Lockley noted that affordable housing allocations were different in Kilgetty (20% of developments) and Begelly (10%)!

**7. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Dyfed-Powys Police surgeries continue to take place in the Community Centre, Kilgetty, on the second Thursday of each month. These have not been well attended but only a few problems have been raised.
* PCC and the local PCSO, Dyfed-Powys Police, met recently at the Co-operative in Kilgetty, to discuss the continued illegal parking outside the Co-operative. The Police advised that the cash point should not be moved but that they will ‘blitz’ the area, along with the Traffic Wardens in an attempt to reduce the illegal parking. Traffic Wardens will also visit in the evenings on a regular basis. The Co-operative had also agreed to produce their own signage which will be placed along the railings outside the entrance. The Co-operative had also offered an office base for the traffic wardens to use whilst they were in the area.
* Work on a burst water main at Langdon Mill should now be finished.
* The Boundary Commission’s report proposed that 3 properties located on the southern side of the Kilgetty by-pass be moved into Amroth Community Council’s area. This was considered a better fit.
* Cllr Anderson thanked County Cllr Pugh for getting the gutter fixed on the Community Centre.

County Cllr Pugh was thanked for his informative report.

**8. To approve KBCC’s software security provider for 2018/19.**

Cllr Lockley proposed that KBCC renew its subscription for Kaspersky Internet Security 2018/19 and that the Clerk pays the renewal cost of £34.99 and reclaims it from KBCC. Seconded by Cllr Ward. Vote taken – all in favour.

**9. Accounts for Payment.**

The following invoices were presented for approval and payment;

Ian Morris – salary (no office costs) £ 400.00

HMRC – (PAYE) £ 100.00

Russell Evans - (grass cutting) £ 280.00

**1142**

Lexis Nexis – publication - £ 59.99

SSE – office unit electricity costs - £ 22.26

**Total £ 862.25**

Cllr Smith proposed that all these invoices be approved for payment. Seconded by Cllr Anderson. Vote taken – all in favour.

Cllr Lockley also mentioned that KBCC’s next loan repayment of £1,740.94 (paid on Direct Debit) will be made to the PWLB on 3 September 2018.

**10. To consider and approve KBCC’s Standing Orders 2018.**

Members had been given copies of the draft Standing Orders 2018 at the July 2018 meeting. Cllr Anderson and Cllr Woodgate raised some issues which the Clerk was asked to seek clarification upon from the Monitoring Officer, PCC, as these queries related to the nationally agreed wording. However, Cllr Adams proposed that the draft KBCC Standing Orders 2018 be approved. Seconded by Cllr Ebrey. Vote taken – all in favour. Clerk agreed to place these on the KBCC website.

**11. To review and approve KBCC’s Social Media policy.**

Members had previously been given copies of the KBCC Social Media policy. No issues were raised.Cllr Lockley proposed that KBCC’s Social Media policy be approved for a further year. Seconded by Cllr Smith. Vote taken – all in favour. Clerk to place a copy on the KBCC website.

**12.** **To consider and approve KBCC’s Privacy Statement under the General Data Protection Regulation (GDPR).**

Cllr Lockley provided a draft of KBCC’s GDPR Privacy Notice for consideration by Members. Full Council agreed to consider further at the September 2018 meeting, to allow councillors time to read through the draft.

**13. To consider a response to the Local Democracy and Boundary Commission for Wales’ draft proposals on their review of Electoral Arrangements for Pembrokeshire.**

Councillors had no comments except on the Welsh Language Commissioner’s proposal for the name of the Kilgetty/Begelly ward to be changed in the English language to Cilgeti and Begeli ward. Members thought that the spelling, Kilgetty and Begelly ward, should be retained in the English language. Clerk to respond accordingly.

**14. To receive an update (if any) on the setting up of allotments in Miner’s Field.**

Cllr Woodgate reported that due to personal reasons, the allotments

**1143**

committee would not be taking forward this proposal. Cllr Lockley suggested that this matter be put on the ‘back-burner’ and that KBCC possibly consider the proposal again next year. Cllr Woodgate was thanked for her work in liaising with the allotment committee on behalf of KBCC. Clerk was asked to keep the 1st Kilgetty Scouts Group up to date on developments.

**15. To receive an update from Cllr Thomas on land ownership of Begelly Play Area.**

Cllr Thomas reported that he had continued to research the ownership of the land at Begelly Play Area, including reading through KBCC Minutes between 1978-1990’s. Cllr Thomas had also been able to ascertain that a Mr Garratt had passed ownership of the land over to Begelly Playing Association in 1969 but that this association did not exist anymore. He added that legal ownership of the land was therefore not established. Cllr Thomas said that he had spoken to HM Land Registry and suggested that KBCC register the land (as it had not been registered by anyone else). Cllr Adams proposed that KBCC register this land in the name of KBCC. Seconded by Cllr Jones. Vote taken – all in favour. Cllr Thomas agreed to take this work forward at a cost of £22.95 and then claim the costs back from KBCC. Members agreed. Cllr Thomas was again thanked for his work on this matter.

**16. To receive an update from KBCC’s Play Area sub-committee.**

Cllr Jayne Ebrey reported that she had spoken to a play area equipment and design company and had arranged a meeting with them at Kilgetty Play Area on 31 August 2018 at 10.00am. Other councillors were welcome to attend. Clerk handed a copy of the latest Kilgetty Play Area and Begelly Play Area inspection reports to Cllr Jayne Ebrey. Cllr Lockley asked Cllr Jayne Ebrey and the sub-committee to look through the inspection reports and report back to Full Council on issues of concern. Cllr Anderson reported that the rope bridge had been damaged with ropes now severely frayed. The rope bridge may not, therefore, be supported securely. Cllrs Adams, Thomas and Whitby agreed to have a look and instigate remedial action and report back to Cllr Jayne Ebrey.

At this point (9.30pm), Cllrs Jones, Chris Ebrey and Jayne Ebrey left the meeting.

At 9.32pm, Cllr Smith and Cllr Woodgate also left the meeting.

**17. To approve the 2018 cutting of The Common, Kilgetty.**

Cllr Lockley declared a Personal and Prejudicial Interest at this point (9.33pm) and left the room.

After a brief discussion, Cllr Anderson proposed that Mr A. Hilling, be asked to cut the Common, Kilgetty this year, as he had done so in recent years. A cost

**1144**

limit of £275 plus VAT was proposed. Seconded by Cllr Whitby. Vote taken – 5 in favour.

Cllr Lockley returned to the room at this point (9.35pm).

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

Cllr Lockley said there were no urgent matters to report.

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

Cllr Anderson provided the following update;

* Kilgetty-in-Bloom received 27 entries this year. Winners had been announced.
* Quotes for work on replacing the heating system in the Community Centre had been requested.
* Work in the Community Garden was continuing.

**20. Correspondence.**

All correspondence had been made available ahead of the meeting or could be viewed after the meeting by contacting the Clerk. Cllr Lockley and the Clerk highlighted some items of correspondence;

* Email from Saundersfoot Community Council forwarding a request for volunteer collectors for the Poppy Appeal 2018. No KBCC volunteers.
* IRPW report outlining their recommendations for future changes to Community and Town Councils. Cllr Lockley agreed to consider.
* Email from Margaret Moffat about details for the Art and Craft Exhibition and Teddy Bear Parachute Drop at St Mary’s Church, Begelly, on 17 and 18 August 2018.
* Letter from Paul Wyatt asking to be considered for Co-option to KBCC. KBCC to consider in the autumn.
* PLANED event in September discussing action with rural communities. Cllr Adams and Cllr Whitby agreed to be registered to attend. Clerk to action.

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

None.

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

Cllr Thomas provided a further report on his meeting with Heritage Park, Stepaside. Members remaining at the meeting considered the maps provided and noted provision for a spa in the old Stepaside Inn.

**1145**

Cllr Adams reported that 3 local residents had expressed concern about the state of the speed humps outside Stepaside School. Cllr Lockley suggested that matters of concern be raised with PCC, as this was a highways issue.

There being no further business, the meeting closed at 10.00pm.

KBCC

August 2018

**1146**