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

Full Council Meeting held at Kilgetty-Begelly Community Centre, Kilgetty commencing at 7.23pm.

Thursday 14 February 2019

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Jayne Ebrey (Vice-chair)

Cllr David Anderson

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr Janet Ward

Cllr John Whitby

Cllr Josephine Woodgate

Cllr Paul Wyatt

Ian Morris (Clerk and Responsible Finance Officer)

County Cllr David Pugh was also present.

A Public Participation session took place immediately ahead of the meeting between 7.04pm and 7.22pm. Planning, speeding motorists in Ryelands Lane and feedback from the recent Rural Futures events were issues raised.

1. **Apologies.**

Cllr Peter Adams and Cllr Christopher Ebrey.

**2. Declarations of Interest.**

Cllr Wyatt declared a **Personal** Interest in agenda item 7(a) (Planning – 18/0796/PA). Cllr Jones also declared a **Personal** Interest in agenda item 7 (a).

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 10 January 2019.**

Cllr Lockley and the Clerk had noted a spelling mistake at item 21, third paragraph, last sentence. The word ‘completed’ needed to replace ‘competed’. Once this amendment had been made, Cllr Smith proposed that the draft Minutes of the Full Council Meeting held on 10 January 2019 be approved as a true and correct record. Seconded by Cllr Jones. Vote taken – 9 in favour, 1 abstention.

**1180**

**4. Matters Arising from the Minutes of the Full Council Meeting held on 10 January 2019, including on the Pre-planning application consultation at Heritage Park, Stepaside.**

**1176 (7) –** Cllr Thomas confirmed that around 90% of the location of the Pre-planning application consultation at Heritage Park, Stepaside, was within KBCC’s area. Around 10% was within Amroth Community Council’s (ACC) area. Members acknowledged and agreed that KBCC had perhaps, therefore, not devoted enough time in considering the details of the proposal. Cllr Lockley referred to ACC’s request for a joint meeting with KBCC to discuss the proposed development at Heritage Park. Members agreed to the request and Cllrs Thomas, Smith, Ward, Wyatt and Lockley agreed to attend a joint meeting with ACC. Clerk to take forward the meeting arrangements with ACC.

**1177 (8) –** County Cllr Pugh confirmed that the Co-operative Store in Kilgetty does offer the recycling of its plastic bags. Co-operative staff have been informed. These plastic bags cannot be placed in PCC’s recycling bags as yet.

**1178 (12) –** Clerk confirmed that he had arranged for Sam Dentten, Chief Officer, Community Health Council, to attend a meeting with KBCC. This had been arranged for 6.15pm on 14 March 2019. (Since changed.)

**1178 (13) –** Cllr Thomas provided feedback on the recent Rural Futures events and the many positives, including offers of help and potential grant funding for the setting up of new initiatives. Members had also received feedback on the events during the Public Participation session, from Victoria Bancroft.

Cllr Anderson said that road repairs had now been completed outside Shoemakers Cottage, Begelly.

**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) –** Members had previously agreed to review in **April 2019**.
* **Location of footpath between Mill Bay Homes development and Kilgetty village centre/new sign/natural shielding –** Clerk was asked to take this matter off Action Tracking.
* **Repairs to potholes and road surface dressing in Carmarthen Road, Kilgetty (near to junctions with the A477 and with Sardis Road) –** Members noted the current tree works taking place at this location and

**1181**

agreed to review in **April 2019.**

* **Flushing of drains in Kilgetty and Begelly, particularly Oakfield Drive, Kilgetty –** Members reported that some drain flushing had been carried out including at Park Avenue and that drainage work by Crossroads Garage had been completed. Cllr Smith said she would check to see if drains in Oakfield Drive had been flushed. **Review March 2019.**

**6. Correspondence.**

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

* Donation requests had been received from Tenovus Cancer Care, Paul Sartori Hospice at Home Service, Wales Air Ambulance and from Llangollen Eisteddfod. Members agreed not to donate to the latter and would consider the other requests at the September 2019 meeting.
* PCC Public Notice about road closures in Parsonage Lane, Begelly.
* Email from PCC about a consultation on its Draft Street Trading Policy. Deadline for views was 13 March 2019. No comments from KBCC.
* Letter from Independent Remuneration Panel for Wales confirming that payments to councillors under Determination 40 of their approved Annual Report 2019 can be declined individually by councillors, by writing to their Proper Officer.
* Various letters from local residents about their concerns over the proposed Heritage Park development. See also item 4 above.
* Letters of concern received by Cllr Thomas from residents of St Mary’s Road, Kilgetty about the new development behind Stepaside School, including that of construction traffic possibly using their road for access.
* Email from Cllr Wyatt about road safety issues on Sardis Road following recent tree works. Clerk was asked to write to PCC about the matter and to add matter to ‘Action Tracking’.
* Email from Stepaside School offering the Headmaster’s apologies for absence due to injuries sustained in an accident.
* Email from One Voice Wales (OVW) giving details of membership renewal for 2019/20. Cllr Smith proposed that KBCC renew its membership of OVW for 2019/20. Seconded by Cllr Ward. Vote taken – all in favour.

**7. Planning.**

Cllr Lockley brought forward the following pre-planning application consultation, planning applications and other planning notices. After discussion, Full Council made the following comments and recommendations;

**1182**

**18/0796/PA – Reserved Matters application in relation to access, appearance, landscaping, layout and scale, following Outline approval (15/1222/PA) at Land West of Stepaside School, Carmarthen Road, Kilgetty SA68 0UG.** Full Council had received a number of comments from the many local residents who had attended the Public Participation session, ahead of the Full Council meeting. In addition, Cllr Thomas had received 12 letters from residents of St Mary’s Close. These comments were considered by Members when discussing this application.

Councillors expressed concern about access, by construction and plant traffic, through St Mary’s Place, Kilgetty, during the building phase of this project. Members had been told by some residents that they had been approached by the developer asking them to move their vehicles from St Mary’s Place during construction, to allow for traffic to access the site. Full Council was not able to verify this approach but remained concerned over the safety of residents if this occurred. In addition, Full Council expressed concern over such traffic using the shared access road through Stepaside School; children safeguarding issues would be paramount here.

Full Council also noted that the Coal Authority had reported a low-risk for this development. However, local knowledge suggested that there was a dangerous bell-pit on the site. Councillors reported that there had been an active mine on the site prior to construction of Stepaside School some 20 years or so ago.

Full Council also expressed concern about water run-off from the site and the effects this would have locally. In addition, it was noted that some existing residents of St Mary’s Place would lose much natural light after construction of housing. Councillors considered that these residents may well have an entitlement under the appropriate Right to Light Prescription 1832 Act to have uninterrupted light, as they have had over the last 20 years and more. It was also reported by Cllr Wyatt that no PCC Planning Notices about this planning application had been displayed near to or in Stepaside School. After this detailed discussion on this application, Cllr Jayne Ebrey proposed that this application be recommended for refusal. Seconded by Cllr Wyatt. Vote taken – all in favour.

Cllr Smith left the room at this point (8.34pm).

**18/1043/PA – Alteration and extension of two semi-detached bungalows to create two semi-detached houses at 1 & 2 Shipping Cottages, A478 Jct C3065 to Begelly Cross, Begelly SA68 0XB.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Anderson. Vote taken – 9 in favour.

Cllr Smith returned to the room at this point (8.37pm).

**1183**

**18/1068/PA – Change of Use from D1 (Veterinary surgery) to A1 (Hairdressers/Beauty salon) at Streamline House, Carmarthen Road, Kilgetty SA68 0UF.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Wyatt. Vote taken – all in favour.

**18/1082/PA – Replacement dwelling at Buttles Cottage, New Road, Begelly SA68 0YG.** Cllr Lockley considered that the applicant be asked to meet the recommendations set outin the accompanying reports (Bat survey, Tree report, Dwr Cymru, etc) if PCC approved this application. Members agreed. Cllr Lockley therefore proposed that this application be recommended for approval. Seconded by Cllr Jayne Ebrey. Vote taken – all in favour.

**18/1094/PA – Erection of an agricultural building for free range egg production with associated feed bins, hard standings and access track at Langdon Farm, Begelly SA68 0NJ.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Ward. Vote taken – all in favour.

**18/1102/TF – Tree surgery at plot adj to Cottage, Parsonage Lane, Begelly SA68 0YL.** Members noted that tree surgery was to Ash and Sycamore trees. Cllr Lockley proposed that this application be recommended for approval. Seconded by Cllr Jones. Vote taken – 7 in favour, 3 abstentions.

**18/1113/PA – Convert garage to an annexe to the main house (In retrospect) at Plot 6, Maes Elwyn John, Reynalton SA68 0PE.** Members noted that this application had now been withdrawn by the applicant.

Other planning notices were noted.

**Local Development Plan 2**. Cllr Wyatt and Cllr Smith provided feedback on the PCC meeting they had recently attended, on behalf of KBCC, to discuss LDP 2. KBCC’s previous comments had been followed up in discussion at the meeting which had also outlined PCC’s proposed scoring system on the Candidate Sites. Cllr Wyatt and Cllr Smith confirmed that there were no sites put forward in Reynalton or Thomas Chapel.

**8. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Concern had been expressed recently by local residents, including at the Rural Futures events, about speeding motorists in Ryelands Lane, Kilgetty. Cllr Pugh had spoken with Darren Thomas, PCC, about the provision of Vehicle Actuated Speed (VAS) signs, to help deter motorists from speeding into Kilgetty from Ryelands Lane. Information had been provided on the various types of signs available and associated costs. Rumble strips or speed humps could be other options. PCC had confirmed that

**1184**

the applicant would need to meet the costs of the provision and installation of any VAS signs, as well as future on-going maintenance costs. A PCC licence would also be required for any VAS sign installation. Costs for a VAS sign would be between £2,200 and £3,995. Mel Stephens at PCC would be the PCC contact for advice, including on applications. Members agreed to discuss further at the March 2019 meeting.

* Cllr Pugh had recently attended a consultation event with Hywel Dda University Health Board. This event had highlighted problems at Tenby GP surgery; the future proposal for a new hospital in the St Clears area; downgrading of some services at Withybush Hospital and that no changes were planned for Tenby Cottage Hospital.

County Cllr Pugh left the meeting at this point (9.02pm).

**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

SSE – office unit electricity costs £ 39.80

One Voice Wales – membership subscription for 2019/20 £ 336.00

**Total £ 875.80**

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

**10. To discuss and approve KBCC’s grass cutting contract for 2019.**

Members had been given copies of the existing KBCC grass cutting maps ahead of the meeting. Amendments were suggested as follows;

Map 1 – area #4 – remove The Common and replace with small area by vets.

Map 2 – area #8 – include all of the bank outside Stepaside School.

Map 3 - #9b – specify monthly cut.

Map 3 - #10 – take off one grass verge. Local resident now cutting.

Map 4 – no changes.

Map 5 - #12b – remove small patch of grass by lych gate.

Map 6 – no changes.

Cllr Ward proposed that the above changes to KBCC’s grass cutting area maps be approved. Seconded by Cllr Thomas. Vote taken – all in favour.

After a brief discussion, Cllr Anderson proposed that Russell Evans (T/A All The Seasons Gardening Services) be approved as KBCC’s grass cutting

**1185**

contractor for 2019 and that his contract be extended for one year. Seconded by Cllr Lockley. Vote taken – all in favour.

**11. To receive an update on provision of Christmas lighting for KBCC for 2019/20.**

Cllr Lockley reported that Cllr Jones and she had recently met with Paul Taylor, LITE Ltd., (KBCC’s existing festive lighting contractor) and options for 2019 had been provided. Copies of these options were given out to councillors. Cllr Lockley briefly went through the various options and also discussed possible lighting (and Christmas trees) for the Begelly roundabout. Any lighting here would incur additional expense but possibly an area to cover in future years. Members agreed to consider further the options at the next KBCC meeting on 14 March 2019, at which a decision on lighting would need to be made. LITE Ltd had asked that an initial payment be made in April 2019. Members also discussed the possibility of other contractors but, in view of previous issues and problems in respect of festive lighting provision, no alternative contractor was discussed.

**12. To approve an extension of the existing KBCC Office Unit Underlease Agreement with Men’s Shed in Kilgetty (MSK).**

MSK had informed KBCC that they wished to continue with the agreement for 2019. Cllr Smith therefore proposed that the existing Underlease Agreement with MSK be extended for a further year. Seconded by Cllr Jayne Ebrey. Vote taken – all in favour. Clerk to action.

**13. To approve renewal of the SSE contract for electricity costs at the KBCC Office Unit.**

Clerk set out terms of the new agreement which would be for a period of 24 months. Cllr Lockley proposed that KBCC renew the contract with SSE for electricity costs at the office unit. Seconded by Cllr Thomas. Vote taken – all in favour. Clerk to action.

**14. To discuss the setting up of a ‘Meet Your Community Councillor Coffee Morning’ with local residents.**

Members discussed the merits of councillors attending the Police Surgery which was held at the Community Centre every second Thursday in the month between 10am and noon. Members could then report matters of concern raised by local residents at the KBCC meeting, held during the evening. Clerk agreed to include on the website and in the press release.

**15. To consider and approve the purchase of 2 or 3 picnic benches for Miners’ Field.**

Full Council thought that the suggestion put forward by Cllr Christopher Ebrey was a good idea and agreed to consider further at the March 2019 meeting.

**1186**

**16. To receive an update from Cllr Thomas on registration of the land at Begelly Play Area.**

Cllr Thomas reported that the land at Begelly Play Area had not been registered. KBCC would need to progress matters through Adverse Possession or take forward a claim that it ‘was looking after Common Land’. Cllr Thomas agreed to look at the benefits and disadvantages of both options and report back. Cllr Anderson and the Clerk considered that any Adverse Possession work should be undertaken through the legal profession.

**17.** **To receive an update from KBCC’s Play Areas sub-committee.**

Cllr Jayne Ebrey reported that she had continued to be in contact with one provider but awaited feedback from the Big Lottery and from HAGS. Cllr Christopher Ebrey would be asked to contact County Cllr Pugh about the Enhancing Pembrokeshire Grant.

Cllr Lockley said that Terms of Reference (ToR) for the sub-committee were required and handed out a draft for consideration by Members at the March 2019 meeting.

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

Cllr Lockley reported upon the latest training available from OVW. Cllr Lockley offered to attend the ‘Council as an Employer’ module on 7 March 2019.

Cllr Jones left the meeting at this point (9.45pm).

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

Cllr Anderson reported that the following matters had been discussed at the latest BKCA meeting;

* Future events (e.g. Kilgetty-in-Bloom) were being discussed with details to follow soon.
* Further improvements to the heating system at the community centre were being considered following feedback from users.
* Maintenance work to the gutters and windows at the community centre was being planned.
* Discussions on the next major ventures at the community centre were underway, possibly to include new folding tables and loft insulation.

**20. Emergency items and other outstanding issues before Full Council.** None.

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

None.

There being no further business, the meeting closed at 9.48pm.

KBCC February 2019 **1187**