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

Full Council Meeting held at Kilgetty-Begelly Community Centre, Kilgetty commencing at 7.17pm.

Thursday 11 April 2019

MINUTES

**Present:**

Cllr Jayne Ebrey (Chair of meeting; Vice-chair, KBCC)

Cllr Peter Adams

Cllr David Anderson

Cllr Christopher Ebrey

Cllr Brenda Jones

Cllr Gavin Thomas

Cllr Janet Ward

Cllr Josephine Woodgate

Cllr Paul Wyatt

Ian Morris (Clerk, Proper Officer and Responsible Finance Officer)

County Cllr David Pugh was also present.

A Public Participation session took place immediately ahead of the meeting between 7.01pm and 7.16pm. Planning issues in Station Road, Kilgetty, were raised.

1. **Apologies.**

Cllr Diane Lockley (Chair, KBCC), Cllr Sandra Smith and Cllr John Whitby.

**2. Declarations of Interest.**

None.

**3. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 14 March 2019.**

Cllr Jones asked that St Mary Place be corrected to St Mary’s Place at item 1189 (4). Once this amendment had been made, Cllr C Ebrey proposed that the draft Minutes of the Full Council Meeting held on 14 March 2019 be approved as a true and correct record. Seconded by Cllr Anderson. Vote taken – 8 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 14 March 2019.**

**1197**

**1189 (4)** – Clerk confirmed that the Hywel Dda Community Health Council briefing will take place at 6.15pm on 9 May 2019.

**1190 (6)** – Cllr Wyatt said that the deadline had passed before he was able to apply for the PCC Standards Committee vacancy.

**1190 (6)** – Cllrs who had attended the ‘Introduction to Planning’ training event on 27 March 2019 reported that the event had been positive and useful.

**1193 (10)** – Cllr Anderson reported that the lighting infrastructure at St Mary’s Church would not reach Begelly roundabout.

**1194 (13)** – Clerk confirmed that a few councillors had yet to write to him to confirm that they wished to opt out of the £150 payment (Determination 40).

**1194 (14) –** Clerk reported that PCC had responded to KBCC’s enquiry about the number of parking tickets issued outside the Co-operative, Kilgetty, over the previous 3 months. The figures were;

January - Location visited: 42 times - PCN’s issued: 4

February - Location visited: 69 times - PCN’s issued: 11

March - Location visited: 45 times - PCN’s issued: 18

County Cllr Pugh said he had again written to Marc Owen, PCC, about the installation of a fixed camera, with automated number plate recognition capabilities, at this location. Mr Owen is currently liaising with Bridgend Borough Council about their experiences, including on legal issues.

**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) –** County Cllr Pugh said he had spoken to Chris Ebsworth at Folly Farm. It was expected that Folly Farm would commence their development in about 6 weeks and thus trigger the Section 106 payment to PCC. Darren Thomas at PCC would be liaising with Cllr Pugh on progress. Members agreed toreview in **June 2019**.
* **Repairs to potholes and road surface dressing in Carmarthen Road, Kilgetty (near to junctions with the A477 and with Sardis Road) –** PCC would be commencing surface dressing of roads shortly. Members agreed to review in **June 2019.**
* **Safety issues on Sardis Road, Kilgetty –** PCC had confirmed that the bank was private property but that it would be providing verge marker

**1198**

posts along the lower sections of the bank once tree work had finished on site. PCC also confirmed that where the bank was more than 450mm high, it did not feel verge markers were merited. **Review May 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 J Ebrey and the Clerk highlighted some key items of correspondence;

* Email from Pembrokeshire Coast National Park Authority (PCNPA) about updating its Walking Groups Directory. Cllr Thomas asked that this be copied to him to action.
* Email from the Institute of Welsh Affairs about a new website called Understanding Welsh Places. A short narrative on Kilgetty had been requested. Cllr Thomas asked that this be sent to him to action with help from Cllr Wyatt.
* Emails from Cllr Lockley about a visit she had undertaken with Cllr Ward to Heritage Park, Stepaside. This followed an email sent by a local resident about concerns on the safety of steps/pathways on site. Cllr Ward briefed Members on the visit which included meeting with staff in the Heritage Park site office. Clerk had copied Cllr Lockley’s response to the local resident to Amroth Community Council.
* Press cutting covering the development at Langdon Farm (an extra 32k egg-laying hens).

Other correspondence was noted for information.

**7. Planning.**

Cllr J Ebrey brought forward the following planning application and pre-planning application consultation and other planning notices. After discussion, Full Council made the following comments and recommendation;

**18/1284/PA** **– New access track to property at Reynalton House, Reynalton, Kilgetty SA68 0PG.** Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Adams. Vote taken – all in favour.

**Pre-planning application consultation for a Proposed Residential Development at land off Station Road, Kilgetty SA68 0YR.** Members noted the comments made by local residents during the public participation session. Full Council raised a number of concerns about the proposed development and asked the Clerk to forward these on to the applicant’s agent, JCR Planning Ltd. These were;

* Would the existing sewerage system be able to cope with the new development?

**1199**

* Residents had expressed concern about water run-off from the new development. Would the existing soakaway be able to handle additional water run-off as there are times when this overflowed at the present time causing some problems in the  nearby underpass? The underpass was the only safe access route from Pentlepoir to Kilgetty for pedestrians (both adults and children) and was one of Pembrokeshire County Council’s “Safe Routes in the Community”. This route was also a popular jogging and cycle route.
* Concerns were raised about access to the new development by pedestrians (there is currently no pathway in what was a narrow road (Station Road) at the point of the development. The road width was about 4 metres.). In addition, KBCC expressed concern about construction and works traffic turning into Station Road from Carmarthen Road, Kilgetty. This was a blind corner when looking east from Station Road toward the low bridge. There can also be illegal parking outside the Post Office opposite this turning which would cause additional issues for works traffic.
* Local residents also expressed concern about the closeness (privacy) of the new properties to the existing houses in Station Road.
* Would a Biodiversity/Ecology plan be produced which considered the existing wildlife, including trees and potentially badgers?
* Residents had concerns about being able to access their properties during the construction phase and wondered if some temporary off-road parking might be able to be provided nearby during this stage of any development?

Other planning notices were noted.

**8. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Cllr Pugh had asked PCC to look at ‘No Parking’ signage outside the Co-operative in Kilgetty. Patrols by Civil Enforcement Officers had been increased at this location (3 tickets had been issued on one night the previous week) and as mentioned above, installation of an automated number plate recognition camera was being explored, with advice sought from Bridgend County Borough Council.
* PCC would shortly be commencing surface dressing of roads in the county, including some within KBCC’s area.
* A PCC site meeting planned to take place at Heritage Park, Stepaside, had been postponed.
* PCC’s Scrutiny Committee had met on 11 April and had discussed enforcement of fixed penalty notices for dog fouling and littering. Cllr Pugh had been appointed to a Working Group to look at these issues in the county. An idea put forward by a local resident to put up mobile signs to inform motorists about legislation on littering was being considered by PCC.

**1200**

County Cllr Pugh was thanked for his report.

**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

CommuniCorp – Local Councils’ Update: subscription £ 60.00

Ian Morris – refund of councillors’ training costs £ 105.00

LITE Ltd. – 1 of 3 payments for 2019/20 festive lighting £ 774.00

Russell Evans – grass cutting £ 265.00

SSE – office unit electricity costs £ 30.01

BHIB Ltd – annual insurance premium £1,268.90

**Total £3,002.91**

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

**10. To consider and approve the Bank Reconciliation for the Fourth Quarter FY 2018/19.**

After due consideration, Cllr Jones proposed that the Bank Reconciliation for the Fourth Quarter of FY 2018/19 be approved. Seconded by Cllr Ward. Vote taken – all in favour.

**11. To note the end of FY 2018/19 Income and Expenditure Statements, including Balance Sheet.**

After due consideration, Members noted these documents without comment.

**12. To receive an update on the Annual Audit 2018/19 and approve the appointment of KBCC’s Internal Auditor.**

Clerk reported that the FY 2018/19 Annual Audit return had now been received from Grant Thornton LLP. Clerk read out a letter from the Wales Audit Office about external audit fees. These may see a slight increase this year. Cllr Ward proposed that Alan Marsh be appointed as KBCC’s Internal Auditor for FY 2018/19. Seconded by Cllr Thomas. Vote taken – all in favour.

**13. To receive an update on the installation of traffic calming measures in Ryelands Lane, Kilgetty**

Cllr J Ebrey read out an email from Darren Thomas, PCC, which had been sent to County Cllr Pugh and copied to KBCC (by County Cllr Pugh). This confirmed that PCC had no objections on highway grounds to the

**1201**

development at Ryelands Caravan Park. It also provided details of speed survey results (including volume of traffic) undertaken in October 2017 outside ‘Newlands’. In addition, PCC confirmed that it had no plans to extend the existing 30mph limit. However, PCC had agreed to undertake a full review of the existing road signs and would consider installation of rumble strips in Ryelands Lane when entering Kilgetty from the North. PCC consider that warning motorists of the potential hazards including pedestrians in the carriageway and reinforcing the change of speed limit on entry to the village was considered the most appropriate course of action. Cllr Anderson asked the Clerk to add this item to ‘Action Tracking’.

County Cllr Pugh left the meeting at this point (8.35pm).

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

Cllr Wyatt said that the Scout group had spoken to him about an increase in dog fouling in the field. Cllr Wyatt agreed to put up some ‘No Fouling’ signs. The Scout Group had also expressed some reservation about the siting of a bench in the field as they considered that this could cause some anti-social behaviour and an increase in littering. Cllr C Ebrey considered this an ideal location for a picnic bench, a view supported by Cllr Adams. Cllr Adams thought KBCC should look to promote use of the field. Cllr Wyatt proposed that the Clerk be asked to write to PCC to ask them to provide and empty a litter bin at this location. Seconded by Cllr C Ebrey. Vote taken – all in favour.

After consideration of promotional literature, Cllr Adams proposed that KBCC purchase a black, triple A-frame picnic table (1.5m long) at a cost of £388 excluding delivery and VAT. Seconded by Cllr Ebrey. Vote taken – all in favour. The Clerk was asked to liaise with Cllr Ebrey on delivery arrangements. Cllr Wyatt offered his help.

**15. To consider an update and approve the provision of a ‘no overnight parking’ sign at Miners’ Field, Kilgetty.**

Cllr C Ebrey confirmed that the cost of an appropriately worded sign at Miners’ Field, as recommended by the PCSOs (“Private Property, No Unauthorised Vehicles”) would be £80, including brackets. Cllr C Ebrey said he would fit the sign for free and proposed that KBCC purchase a sign at a cost of £80. Seconded by Cllr Wyatt. Vote taken – all in favour.

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

Cllr Thomas reported that he had now received an estimate, from Darwin Bowie, Solicitors, of the costs of registration of the land at Begelly Play Area, as a village green. The costs would be £450 plus VAT. Cllr Thomas proposed that these costs be approved by KBCC and that Darwin Bowie be asked to

**1202**

proceed accordingly. Seconded by Cllr C Ebrey. Vote taken – all in favour. Clerk was asked to action.

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

Cllr Adams reported that the sub-committee had met on 10 April 2019 and discussed work at both play areas. In addition, Cllr Anderson said he had spoken separately with the play area inspector. Cllr C Ebrey said that Kilgetty Play Area now needed urgent remedial work as equipment was rotting and in a bad condition. The roof on the Junior Multiplay was in a poor state. Cllr C Ebrey and Cllr Adams said that the sub-committee had requested that Full Council ‘ring-fence’ up to £10k for; a) urgent remedial work needed at Kilgetty Play Area; b) new equipment at Begelly Play Area (including swings, goalposts and a basketball net) and c) replacement equipment, made of metal, at Kilgetty Play Area. Cllr C Ebrey confirmed that two quotes had been requested from contractors for this work. Leon Baines, Woodwork, would also be asked to quote for urgent remedial work at Kilgetty Play Area. After discussion, Cllr C Ebrey proposed that KBCC set aside £10k for the required play area work. Seconded by Cllr Ward. Vote taken – all in favour.

**18. To review and approve councillor training needs for the next 6 months.**

Clerk updated Members on forthcoming training modules. After consideration, Cllr Wyatt and Cllr C Ebrey requested that they attend the One Voice Wales training module 4 ‘Understanding the Law’ at Fishguard on 17 April 2019 at a cost of £40 each. Cllr Adams asked that he be registered to attend the same module but at St David’s on 25 June 2019. In addition, Cllr C Ebrey requested that he attend an advanced planning event, run by Planning Aid Wales. Cllr Anderson proposed that these training requests and associated costs be approved. Seconded by Cllr Thomas. Vote taken – all in favour.

**19. To consider a report from Cllr Lockley on items from One Voice Wales (OVW) and to receive updates (if any) on taking forward elements of the Review of Town and Community Councils.**

In Cllr Lockley’s absence, there was no report or update this month.

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

Cllr Anderson provided the following report;

* The Community Centre, Kilgetty, received a clear fire inspection this month.
* Wi-Fi was back up and running at the Community Centre.
* The pergola in the community garden had been replaced, at a cost of £1k.

**1203**

* A Plant Sale has been arranged for 15 June 2019.
* Kilgetty-in Bloom entrants would be judged on 12 July 2019 and presentations to winners would be made on 19 July 2019.

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

None.

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

Cllr Thomas said he had received complaints about the various ‘For Sale’ advertising boards placed outside St Mary’s Church, Begelly. Cllr Thomas had spoken with PCC’s Streetcare team and they would be removing them.

Cllr Thomas confirmed that the Begelly Kilgetty Historical Society would be holding its second meeting on 15 May 2019.

Cllr Wyatt reported that the next Rural Futures events would be held on 22 and 23 June 2019.

There being no further business, the meeting closed at 9.07pm.

KBCC

April 2019

**1204**