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

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

Thursday 9 May 2019

MINUTES

**Present:**

Cllr Diane Lockley (Chair)

Cllr Jayne Ebrey (Vice-chair)

Cllr Peter Adams

Cllr David Anderson

Cllr Christopher Ebrey

Cllr Brenda Jones

Cllr Sandra Smith

Cllr Gavin Thomas

Cllr Janet Ward

Cllr John Whitby

Cllr Josephine Woodgate

Cllr Paul Wyatt

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

County Cllr David Pugh was also present.

Councillors received a presentation from Sam Dentten, Deputy Chief Officer, Hywel Dda Community Health Council (CHC) prior to the annual meeting. Mr Dentten’s presentation covered an introduction to the work of the CHC. He also provided councillors with an opportunity to ask questions about the CHC and current matters upon which it is engaged.

A Public Participation session took place immediately ahead of the meeting between 7.01pm and 7.16pm. Issues around alleged unauthorised land clearance behind Pen-y-Bryn, Begelly, were raised.

1. **Apologies.**

None.

**2. Declarations of Interest.**

None.

**3. To elect the Chair of KBCC for 2019/20.**

Cllr Smith proposed that Cllr Jayne Ebrey be elected as Chair of KBCC for

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2019/20. Seconded by Cllr Woodgate. Vote taken – 7 in favour.

Cllr Anderson proposed that Cllr Lockley be elected as Chair of KBCC for 2019/20. Seconded by Cllr Thomas. Vote taken – 5 in favour.

Cllr Jayne Ebrey said that she did not wish to accept the position of Chair of KBCC for 2019/20. As a result, Cllr Adams proposed that Cllr Lockley be elected as Chair of KBCC for 2019/20. Seconded by Cllr Jayne Ebrey. Vote taken – all in favour. Cllr Lockley accepted the position of Chair of KBCC for 2019/20 and duly signed her Declaration of Acceptance of Office form.

**4. To elect the Vice-chair of KBCC for 2019/20.**

Cllr Ward proposed that Cllr Jayne Ebrey be elected as Vice-chair of KBCC for 2019/20. Seconded by Cllr Smith. Vote taken – all in favour. Cllr Jayne Ebrey accepted the position of Vice-chair of KBCC and duly signed her Declaration of Acceptance of Office form.

**5. To appoint representatives to KBCC’s play areas sub-committee; Planning sub-committee (if appropriate); Staffing sub-committee (if appropriate) and to the One Voice Wales (OVW) Area Committee.**

Play Areas sub-committee:

Cllr Lockley proposed that the membership of this sub-committee remain the same as for 2018/19: Cllr Jayne Ebrey, Cllr Adams, Cllr C Ebrey, Cllr Smith, Cllr Ward, Cllr Whitby and Cllr Wyatt. Seconded by Cllr Thomas. Vote taken – all in favour.

Planning sub-committee:

Full Council agreed that a planning sub-committee was not required although Cllr Thomas and Cllr Smith to be sent planning applications received by email ahead of Full Council meetings, to help inform discussions in meetings.

Staffing sub-committee:

Full Council agreed that a staffing sub-committee was not required.

OVW Area Committee representatives:

Cllr Jayne Ebrey proposed that Cllr Lockley and Cllr Smith remain as KBCC’s representatives on the OVW Area Committee for 2019/20. Seconded by Cllr Whitby. Vote taken – all in favour.

**6. To consider and approve as a true and correct record the draft Minutes of the Full Council Meeting held on 11 April 2019 and the Extraordinary Meeting held on 25 April 2019.**

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Cllr Ward proposed that the draft Minutes of the Full Council Meeting held on

11 April 2019 be approved as a true and correct record. Seconded by Cllr Jones. Vote taken – 9 in favour, 3 abstentions.

Cllr Lockley proposed that the draft Minutes of the Extraordinary Meeting held on 25 April 2019 be approved as a true and correct record. Seconded by Cllr Wyatt. Vote taken – all in favour.

**7. Matters Arising from the Minutes of the Full Council Meeting held on 11 April 2019 and the Extraordinary Meeting held on 25 April 2019.**

Full Council meeting held on 11 April 2019

**1202 (14)** – Clerk reported that Stephen Benger, PCC, was making enquiries into the provision of a waste/litter bin at Miners’ Field.

**1204** **(21)** – Cllr Wyatt confirmed that the Rural Futures event would now be held on 29 June 2019.

Extraordinary Meeting held on 25 April 2019

None.

**8. 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 noted that Folly Farm was now proceeding with its development and that S106 monies had been paid to PCC.County Cllr Pugh confirmed he had asked Darren Thomas, PCC, for an update. See also item 11, below. 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) –** Members had previously agreed to review in **June 2019.**
* **Safety issues on Sardis Road, Kilgetty –** PCC had confirmed that tree re-planting works on site had now finished and would be following up with verge markers as soon as possible. Members agreed to review in **June 2019.**
* **Installation of traffic calming measures in Ryelands Lane, Kilgetty.** See item 14, below.

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**9. Correspondence.**

Cllr Lockley reminded Members that they had the opportunity to review all

correspondence ahead of the meeting but highlighted the following items;

* PCC had reminded its Highway Maintenance Manager to clarify the timescale for yellow painted bar line refresh at the Thomas Chapel junction of the A478. Clerk was asked to add this item to Action Tracking.
* Various emails from Angela Harries and Cllr Thomas about planning application 19/0056/PA at Glenview, Thomas Chapel. Mrs Harries had some concerns about the proposed development (KBCC had previously recommended approval) and had been liaising with Cllr Thomas. Mrs Harries was advised to contact PCC’s planning department.

Other correspondence was noted.

**10. Planning.**

Cllr Lockley brought forward the following planning application;

**19/0073/PA** **– Retrospective application for the retention of a preformed metal access gate at 5 Maes Elwyn John, Reynalton SA68 0PE.** Councillors were unsure as to why planning approval was needed for this work. However,Cllr Jones proposed that this application be recommended for approval. Seconded by Cllr Smith. Vote taken – all in favour.

Other planning notices were noted, including an extension to PCC’s LDP2 consultation on the additional candidate sites (closing date now 6 June 2019).

**11. County Councillor’s Report.**

County Cllr Pugh provided the following report;

* Folly Farm had now made a Section 106 payment to PCC as part of a planning approval development. This will release funding for pathway improvements (including a new bus shelter) in Begelly. Cllr Pugh had written to Darren Thomas, PCC, for an update.
* PCC’s Environmental Working Group had recently met to discuss increased littering and dog fouling in the county. A further meeting was due to take place shortly but meantime an appropriate awareness campaign was being considered. Several thousand people had already been fined by PCC across the county for littering (60%) and dog fouling (40%). The group’s general consensus was that the team working on these issues should continue for the next 6 months and then renew for a further year.
* Changes to PCC’s Waste and Recycling Centres would take

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place from 3 June 2019. General waste bags would be checked at the centres to see if they contain anything that could be recycled on site. Residents would be asked to place any recyclable items in the right containers. Changes to kerbside household waste collections would commence in the autumn. The problems continue of waste bags being left at the Co-operative, possibly by visitors to rented property/holiday homes.

* PCC’s site visit to Heritage Park had not yet been rescheduled.

County Cllr Pugh was thanked for his report.

County Cllr Pugh left the meeting at 8.02pm.

**12. 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 £ 265.00

Planning Aid Wales – councillor training costs £ 35.00

Alan Marsh (Taxation) Ltd – internal audit costs £ 80.00

Second Life Products Wales Ltd – picnic bench £ 531.60

**Total £1,411.60**

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

**13. To approve the KBCC Annual Audit return, including the Annual Governance Statement, for FY 2018/19.**

Cllr Lockley confirmed that KBCC’s Internal Auditor, Alan Marsh, had said that, after this year, he would no longer be undertaking the Internal Audits for KBCC. KBCC would therefore need to consider his replacement before next year’s audit. Clerk was asked to thank Alan Marsh for all his work for KBCC over the years.

Clerk confirmed that Alan Marsh had now completed his Internal Audit for FY 2018/19, once again without any observations, so the Annual Audit return, including the Annual Governance Statement, could now be approved by Full Council. Cllr Adams proposed that KBCC’s Annual Audit return for FY 2018/19 be approved. Seconded by Cllr Jayne Ebrey. Vote taken – all in favour. Cllr Lockley signed the annual audit return accordingly. Clerk was thanked for his work on the annual audit.

Cllr Lockley read out the additional information that was required to be submitted to Grant Thornton UK LLP, along with the Annual Audit return, for the external audit.

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

Clerk confirmed that there was no further update although a local farmer had requested (by telephone) that speed ramps should not be considered, for fear of disrupting GPS on tractors. Cllr Jones noticed that horses did use Ryelands Lane and asked if the installation of a Horses road warning sign could be considered by PCC during their review of signage for rural parts of Ryelands Lane. Clerk was asked to pass on this request to PCC.

**15. To receive an update on the installation of a picnic bench and sign at Miners’ Field, Kilgetty.**

Cllr C Ebrey confirmed he had met delivery of the picnic bench and installed it on Miners’ Field. Cllr Wyatt had assisted. Councillors were thanked for their work. Cllr C Ebrey said that he intended to install the sign at Miners’ Field shortly, as well as the ‘No dog fouling’ sign at Begelly Play Area.

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

Cllr Thomas reported that he had spoken with Darwin Bowie, Solicitors. The papers for the registration of the land at Begelly Play Area, as a village green, should be ready in about two weeks. KBCC’s Chair and Vice-chair would need to sign the relevant documents. Cllr Thomas was thanked for his work to date on this matter.

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

Cllr Jayne Ebrey reported that Leon Baines was currently undertaking the urgent repairs and remedial work at Kilgetty play area. Cllr J Ebrey confirmed that she had received grant application papers from RWE Power Station and would consider these and send to sub-committee members. Cllr Adams said that LNG, the Co-operative and G D Harries also provide some support for community projects. Cllr J Ebrey said that she hoped the sub-committee would be able to meet before the next Full Council meeting. Research into the age group range that uses Begelly play area would also be undertaken. Clerk to review insurance policy to ensure Begelly play area covered. The latest inspection reports for both play areas had been received and had been forwarded to Cllr J Ebrey by the Clerk.

**18. To review and approve councillor attendance at training modules (if any).**

After discussion, Cllr Lockley proposed that Cllr Adams be booked on to the ‘Creating a Community Plan’ OVW training module on 16 May 2019 and that Cllr C Ebrey be booked on to the ‘Health and Safety’ OVW training module on 22 May 2019. (£40 per councillor per module.) Seconded by Cllr Jayne Ebrey. Vote taken – all in favour.

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**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.**

Cllr Lockley reported that the Area Committee’s AGM was to be held in July 2019 and that the Town and Community Councils Liaison Group was meeting shortly.

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

Cllr Anderson confirmed that there was no report this month. Cllr Thomas asked about the possibility of renting out the garage. Cllr Anderson confirmed that the garage was full and was not for rent.

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

None.

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

Cllr Anderson reported that he had been informed that commercial material was being placed in the notice boards. Clerk agreed to review and remove commercial flyers.

Cllr Thomas mentioned that one of the milestone markers in KBCC’s area had disappeared and that there were 5 remaining. He had spoken to CADW and these markers were not listed. Cllr Thomas agreed to investigate the process for seeking grade 2 listing for the remaining markers in KBCC’s area and update Full Council at the June 2019 meeting.

Cllr Thomas reported that the ‘For Sale’ signs adjacent to St Mary’s church, Begelly, were still in situ but that he had chased up PCC’s Streetcare team to seek their removal.

Cllr Wyatt referred to the directional sign for the glass centre at Begelly roundabout. The glass centre was no longer in existence. Clerk was asked to contact PCC to request the sign be removed or blocked out.

There being no further business, the meeting closed at 8.55pm.

**Kilgetty-Begelly Community Council**

**May 2019**

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