

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

Full Council Meeting held at Kilgetty-Begelly Community Centre,  
Kilgetty commencing at 7.16pm.

Thursday 14 November 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 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 between 7.00 and 7.15pm.

### **1. Apologies.**

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 10 October 2019.**

Cllr Thomas noted that Cllr Ward's name had been omitted from the list of those present. In addition, Cllr Ward's name was to replace Cllr Whitby's name at 1255 (19). Once these amendments had been made, Cllr Ward proposed that the draft Minutes of the Full Council Meeting held on 10 October 2019 be accepted as a true and accurate record. Seconded by Cllr Jones. Vote taken – 6 in favour, 4 abstentions.

### **4. Matters Arising from the Minutes of the Full Council Meeting held on 10 October 2019.**

**1250 (4)** – Clerk reported that Pembrokeshire County Council (PCC) had confirmed that it owned the freehold of the ‘top’ car park at Heritage Park and was let under the terms of a 999 year lease dated 14 June 2007. The tenant was responsible for the maintenance of the car park to the reasonable satisfaction of the lessor. PCC would be checking to see if the storage of aggregate was acceptable at this car park. Members asked that this item be added to Action Tracking.

**1255 (20)** – Cllr Wyatt confirmed he had attended the One Voice Wales (OVW) training in Carmarthen on 14 October 2019.

#### **4a. Resignation of KBCC Clerk.**

Cllr Lockley introduced this additional agenda item to confirm that the KBCC Clerk had resigned, for personal reasons. As a result, a recruitment process needed to be initiated and a Staffing Sub-committee formed to manage this process. After a brief discussion, Cllr Lockley, Cllr Jayne Ebrey and Cllr Ward were nominated for this Sub-committee. In addition, Cllr Lockley proposed that advertisements for the position of Clerk and Responsible Finance Officer be placed in the *Tenby Observer*, PCC website and *Western Telegraph*. Seconded by Cllr Thomas. Vote taken – all in favour. Clerk to action.

Cllr Adams proposed a vote of thanks to the Clerk for his work at KBCC over the last 7 years.

#### **5. County Councillor's Report.**

County Cllr Pugh provided the following report;

- Residents wishing to apply for the new All Wales Bus Travel Card can get help and advice every Thursday at the Coffee Morning held at the Community Centre. Drop-in services had been recently held in Tenby and Saundersfoot.
- The new Waste and Recycling collections had now commenced. Collections of grey waste bags would be at earlier times in the day. PCC had engaged extra lorries to aid collections.
- The developer of the housing site adjacent to Stepside School would now be allowed to make connections to water and sewer mains in the main highway by digging up the grass verge rather than the school access road. Some issues remained over removal of hedges and trees but disruption may now be avoided.
- Ryelands Lane, Kilgetty, will be closed for around 3 weeks in January 2020 near to the entrance for Newton Farm, for urgent gas main repairs. Support walls for the access chamber were collapsing. Light traffic only will be able to pass the works via a traffic light controlled system.

- The underpass in Kilgetty had experienced flooding recently. Drains in Kingsmoor Road had now been cleared to help alleviate this problem.
- PCC would be holding a site meeting at Heritage Park on 22 November 2019 to look at various issues associated with their planning application.
- The General Election was being held on 12 December 2019. KBCC Full Council would need to meet in the old library that evening.
- PCC had now agreed to use a mobile camera car, operated by Civil Enforcement Officers, to monitor illegal car parking outside the Co-operative in Kilgetty. This may begin operating before Christmas.
- Plastic bottle tops could be recycled with other plastics. Plastic bags for food waste were being used to aid the sorting of food waste. The green tags given out where recycling had not been undertaken correctly were made of recycled cardboard.

Cllr Jones wished to congratulate County Cllr Pugh for his attendance record at PCC meetings and also wished to thank him for his attendance at KBCC meeting. Members agreed.

## **6. Action Tracking.**

Clerk handed out copies of the latest Action Tracking note;

- **Footpath widening in Begelly (Fir Grove area); footpath maintenance in Begelly and replacement and re-siting of the Begelly Bus Shelter (currently outside Begelly Stores)** – Members noted that some footway improvements had been made including the new bus stop. County Cllr Pugh confirmed work was being undertaken in two phases and footpath improvements from Fir Grove southwards would form part of a separate contract. Review **January 2020**.
- **Installation of traffic calming measures in Ryelands Lane, Kilgetty** – no update. Review **December 2019**.
- **Provision of a waste bin in Miners' Field, Kilgetty/Overgrown vegetation across pathway/repairs to natural shielding work** – Clerk reported that Stephen Bengier, PCC had offered to install a waste bin adjacent to the Scout hut but had expressed concern about possible fly-tipping. Members agreed not to pursue the installation of a waste bin at this location for this reason. Mr Bengier had also now updated KBCC on the repairs to the natural shielding. PCC's maintenance team would carry out repairs as soon as possible. In addition, PCC's Landscape Architect would also visit the site to assess the progress of the planting scheme and to check that the measures put in place were adequate. See also waste bins item below. Review **December 2019**.
- **Removal of large 'For Sale' sign outside St Mary's Church, Begelly** – Clerk confirmed he had written to PCC's Planning Enforcement Team and Streetcare Team about the sign. No reply. Review **December 2019**.

- **Resurfacing of public footpath outside Community Centre, Kilgetty –** Cllr Lockley reported that there was no update. Review **December 2019.**
- **Repair of road surface in GP surgery car park and in entrance –** The Co-operative's agent in Bristol (Hartnell Taylor Cook) had confirmed that work had been completed in the car park. Clerk had sent further photos of the deep potholes at the entrance to car park. Review **December 2019.**
- **Overhang of trees across A478 in Begelly –** PCC had confirmed that they had written to the landowner highlighting the need to cut back overhanging vegetation. Cllr Anderson reported that he had heard that the power company had assessed the issue and did not have any problem with branches touching the power cables. Review **December 2019.**
- **Provision of additional waste and recycling bins in KBCC's area.** Stephen Benger had provided a list of 7 bins located in Kilgetty that PCC serviced. This gave no response to KBCC's original request for information on the ratio of litter bins allowed per population for Begelly and Kilgetty. Review **December 2019.**

## **7. Correspondence.**

Members now received some correspondence electronically from the Clerk. Cllr Lockley highlighted the following items;

- Email from 1<sup>st</sup> Kilgetty Scout Group about their 40 year celebrations. The group had asked if KBCC had any objections to bulb planting, litter picks and tree planting in Miners' Field. Members had no objection to bulb planting (and possibly some wildflower seeding) or the litter picks but asked that plans for any tree planting be cleared with KBCC before going ahead. KBCC did, however, agree in principle to the tree planting. Cllr Thomas asked that the Scout group work closely with the Kilgetty and Begelly Environmental Group on these activities.
- Copy of correspondence to a local resident from the Welsh Government about Kilgetty Railway Station. Kilgetty's existing shelter will be refurbished or replaced in 2021.
- Email from CHC with accompanying questionnaire on CHC priorities for 2020-21. Members agreed to discuss in December 2019.

Other correspondence was noted.

## **8. To discuss and approve the costs of the installation of Christmas lighting supply on Begelly roundabout during the festive holidays 2019/20.**

Cllr Adams updated councillors on the costs of installation and purchase of lighting. Lights would cost £14.99 a set with 8 sets proposed. The costs of

installation of the supply/outlets/feeder would be £420 and would be installed by Glen Bowen. Cllr C Ebrey proposed that the £420 costs be approved. Seconded by Cllr Thomas. Vote taken – all in favour. Clerk confirmed that PCC had now granted the appropriate licence for the Kilgetty and the Begelly lights. Cllr Lockley proposed that Cllr Adams takes forward the purchase of 8 sets of lights and the installation of the lighting on Begelly roundabout with a budget of no more than £400. Seconded by Cllr Thomas. Vote taken – all in favour. Cllr C Ebrey asked Cllr Adams to provide the Clerk with a copy of any NICEIC certificate.

## **9. Planning.**

Cllr Lockley brought forward the following planning application;

**19/0731/PA – Proposed single storey rear/side extension and new roof structure with raised ridge at Ridgeway View, Ryelands Lane, Kilgetty SA68 0UY.** After a brief discussion, Cllr Thomas proposed that this application be recommended for approval. Seconded by Cllr Wyatt. Vote taken – all in favour.

Other planning decision notices were noted.

**To consider and approve the election of a KBCC Planning Sub-committee.** Members discussed the remit of such a sub-committee and its name. County Cllr Pugh outlined the structure in PCC around sub-committees including the Scrutiny sub-committee. Cllr Thomas and Cllr Wyatt would be updating Full Council on the work around developing an Environmental and Biodiversity Plan for KBCC at its December 2019 meeting and so Members agreed to defer further discussion on the setting up of a planning sub-committee until December 2019.

At this point (8.57pm), County Cllr Pugh left the meeting.

## **10. Accounts for Payment.**

The following invoices were presented for approval and payment;

Ian Morris – salary (no office costs)	£ 400.00
HMRC – (PAYE)	£ 100.00
All The Seasons Gardening – grass cutting	£ 315.00
Glen Bowen Electrical Services – lighting/power supply	£ 420.00
Darwin Bowie – legal work on Adverse Possession	£ 300.00
One Voice Wales – Cllr training costs (P. Wyatt)	£ 40.00
RBL Poppy Appeal - wreath	£ 27.00
Hags-SMP Ltd – Begelly play area play equipment	£5,880.60

<b><u>Total</u></b>	<b><u>£7,482.60</u></b>
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Cllr Ward proposed that all these invoices be approved for payment. Seconded by Cllr Adams. Vote taken – all in favour.

**11. To consider an update on appointing KBCC's Internal Auditor for the FY 2019/20 Annual Audit.**

Clerk had no further update but Cllr Jones suggested that Sharron Dalling, previously an internal auditor at Pembroke College might be interested. Cllr Jayne Ebrey said she would send a Facebook message to Sharon Dalling and ask her to approach Cllr Jones.

**12. To receive an update (if any) on Adverse Possession of Begelly Playing Field.**

Cllr Thomas confirmed he had received 3 statements from local residents about the history of Begelly Playing Field and hoped to secure a further 6. Clerk could then send these to Red Kite Law LLP. Cllr Thomas was thanked for his work.

**13. To consider and approve comments (if any) on the Independent Remuneration Panel for Wales Draft Annual Report – February 2020.**

Member had been sent a copy of the report by email ahead of the meeting. Full Council agreed not to comment on the draft.

**14. To consider and approve a response to BT's consultation on Payphone Kiosk Removal from Carmarthen Road, Kilgetty.**

Members noted that the kiosk had been used 48 times during the 12 months to July 2019 and was located next to a defibrillator. Councillors considered that the kiosk was in an ideal position for emergency calls in the busy Carmarthen Road. Cllr Lockley proposed that KBCC object to the removal of the kiosk on these grounds. Seconded by Cllr C Ebrey. Vote taken – all in favour.

**15. To receive an update from KBCC's Play Areas sub-committee.**

Cllr J Ebrey confirmed that the equipment for Begelly Play Area had been delivered and Cllr Thomas had kindly moved it into safe storage locally. Cllr C Ebrey said he would arrange for it to be moved into lockable barns ahead of installation. Cllr Thomas said that some surface work was required prior to installation. Cllr C Ebrey confirmed that quotes for installation work were awaited.

Cllr Lockley noted that the quarterly inspections for both play areas had been received from PCC. Cllr J Ebrey said she would look through the reports and discuss remedial action with the sub-committee.

**16. To consider a report from Cllr Lockley on the latest One Voice Wales (OVW) Area Committee meeting and other items from OVW.**

Cllr Lockley confirmed that the next Area Committee meeting was not due to be held until February 2020 although she had attended a Public Service Board meeting recently. Cllr Lockley confirmed that the Town and Community Councils Liaison Group meetings with PCC had now re-started and an action plan outlining its priorities was being drawn up.

**17. To consider training opportunities for councillors (if any).**

Cllr Wyatt provided some feedback on the Well Being of Future Generations Act training he had attended in Carmarthen on 14 October 2019. Cllr Wyatt felt a little disappointed on the content and considered that the module was not detailed enough.

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

Cllr Anderson reported the following;

- A further upgrade to the heating system in the Community Centre, Kilgetty, will be taken forward.
- The roof of the community centre had been leaking and so roof and gulley repairs had been agreed. The cost would be around £850 and BKCA asked if KBCC could meet these costs, including VAT. BKCA would then refund KBCC the costs minus VAT. Members were content.

**19. To consider any Emergency items and/or outstanding issues before Full Council.**

Cllr Thomas reported upon an incident on the A477 early on 13 November 2019 where a horse had been killed after a collision with a lorry. Ownership of the horse had not been established.

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

Cllr Ward reported that potholes between the two Begelly roundabouts had not been repaired. Cllr Ward was asked to monitor the situation.

There being no further business, the meeting closed at 9.32pm.

**Kilgetty-Begelly Community Council**

**November 2019**