



**Minutes of the Extraordinary Full Council Meeting held Remotely
Thursday 25th June 2020**

Present

Cllrs Diane Lockley (Chair), Jayne Ebrey (Vice-chair), Christopher Ebrey, Gavin Thomas, Peter Adams, David Anderson, Brenda Jones, John Whitby, Sandra Smith, Janet Ward and Paul Wyatt

The Clerk

1) Due to restrictions imposed by Welsh Government during the COVID-19 pandemic:

Cllr Lockley proposed that Kilgetty - Begelly Community Council should hold General Meetings and Committee Meetings by the use of video-conferencing, or tele-conferencing until restrictions are relaxed sufficiently to allow normal face-to-face meetings. The Protocol for such meetings, as circulated, to be adopted for the duration of the restrictions and should override Standing Orders where relevant; Cllr Wyatt seconded the proposal with all Councillors in full agreement.

2) To receive any apologies for absence. - Cllr Josephine Woodgate

3) To receive any Declarations of Interest - None

4) County Councillor's Report – Cllr Pugh was not present and no report received in his absence

5) Reports from Council representatives

• Begelly-Kilgetty Community Association

Cllr Anderson reported that due to the current restrictions imposed by the Welsh Government due to the Covid 19 pandemic the Begelly – Kilgetty Community Association was unable to meet face to face but works have carried on, social distancing being to, in the garden.

Cllr Lockley, on behalf of Kilgetty – Begelly Community Council offered thanks to all concerned for ensuring that the garden has maintained its full glory in such a difficult time.

• Cllr Thomas on behalf of the Environmental Group

Cllr Thomas reported that unfortunately the planting of trees has had to be postponed but will resume in the Autumn.

Cllr Lockley reminded Cllr Thomas that before any planting takes place a plan showing the location and species of the trees to be planted on Council owned land be submitted to the Council for approval and to acknowledge liability of such in perpetuity.

6) Reports from Council Committees/Sub Committees including:

• Kilgetty – Begelly Community Council's Play Areas sub-committee

Cllr Lockley thanked Cllrs C Ebrey and Adams for the information presented regarding the Begelly Play area and considering such the following actions had taken place:

- I. A meeting has taken place with the Playground Inspector from Pembrokeshire County Council who went through the latest report with Cllr Lockley and The Clerk, and advised regarding the safety aspects of the area and what Health and Safety Regulations should be adhered to when works are being considered. (This meeting took place outside, during permitted daily exercise and Social distancing was adhered to)
- II. The Clerk has contacted a professional playground installation company to arrange a site visit at which they are able to offer professional advice regarding the installation of play equipment already purchased and to ensure the remaining equipment is UpToDate with current Health and Safety requirements.
- III. Following the site visit the playground installers will produce a detailed schedule of works which can be considered by the Council and then tenders for the works obtained from experienced playground installers.
- IV. Western Power Distribution has been contacted regarding the five electricity poles on this land and the payment of any Wayleave appertaining to the poles.

Cllr Anderson raised concerns regarding the ownership of this area. Cllr Lockley confirmed that the Council's appointed solicitor is in the process of Registering this land under the name of Kilgetty – Begelly Community Council and Cllr Thomas agreed, as Kilgetty – Begelly Community Council have maintained and insured this area without being challenged it is considered the Community of Kilgetty – Begelly accept it as belonging to the Community and in turn owned by the Community Council.

Finances

Following discussion and consideration of how the information was presented to the Council:

7) To consider the Cash Book and Bank Reconciliation for January - March 2020

Cllr Lockley proposed that the reconciliation for January 2020 - March 2020, as presented by the Clerk, be accepted and signed as a true and accurate record; Cllr Ward seconded the proposal with all Council in full agreement

8) To review the year-end budget/spend (2019/2020)

The year end budget was discussed and agreed.

9) To consider the year end Receipts and Payments Report

Cllr Jones proposed that the year-end receipts and payments report, as presented by the Clerk, be accepted, and signed as a true and accurate record; Cllr Smith seconded the proposal with all Council in full agreement

10) To consider the Remuneration Report for 2019/2020

Cllr Lockley proposed that the Remuneration report, as presented by the Clerk, be accepted as a true and accurate record and signed by the Clerk as such; Cllr Thomas seconded the proposal with all Council in full agreement.

11) To consider the Internal Auditors Report (If Received) – Not received

12) To consider payment of any invoices received

101868	M Priestley	Zoom	£143.88
101869	HMRC	PAYE	£161.60
101870	Viking	Shelves	£116.66

Cllr Ward proposed that the above invoices totalling £422.14 be paid in full; Cllr C Ebrey seconded the proposal with all Council in full agreement.

13) To consider payment of any invoices received after the distribution of the Agenda – None received

14) To consider any tenders received regarding the tree inspection to the Miners field and Begelly Play Area

Cllr Lockley advised the Council that the Clerk had received a telephone call regarding trees on the Miners Field and that several trees could be effected with Ash Dieback and in turn could potentially cause damage to surrounding buildings if they fell. Also that at the time of the playground inspection the Inspector advised of several trees which could potentially cause damage. Taking these two areas into consideration the Clerk compiled a tender document requesting the price for inspecting the two above mentioned areas, with a written report listing any works required, in order of urgency, with a cost of said works. The prices received were placed before the Council with a decision to employ the arborist offering the lowest price.

Once the report is received the Clerk will advise the Council accordingly.

15) To approve the Minutes of the Extraordinary meeting of Kilgetty – Begelly Community Council held, via Zoom, on 6th June 2020 and to consider the resolution regarding Horses/Ponies grazing on land in the ownership of the Community Council, the Agreement Document and how to enforce the resolution.

The Clerk advised that following the receipt of legal and insurance information regarding this resolution, she had received more than three written requests, from Councillors, to reverse this resolution. According to Standing Orders 7 and 9b the resolution can be reversed.

Cllr Wyatt proposed that, following advice from the Council's legal advisors, Insurers and in accordance with The Standing Orders and technical issues the resolution reached at the meeting held via Zoom on 6th June 2020 be reversed; Cllr Ward seconded the proposal with all Council in full agreement.

Cllr Ward proposed that no grazing should take place on any land in the ownership of Kilgetty – Begelly Community Council; Cllr Smith seconded the proposal with a majority vote in favour.

Following discussion it was agreed that the Clerk would:

- Place Notices up giving the horse/pony owners 10 days to remove their livestock from the land.
- Advise the owners that the Community Council will be taking actions to remove the horses/ponies from land in their ownership if not removed within 10 days.
- To arrange for permanent Notices to be placed on all land in the ownership of the Council advising that no grazing to take place and the consequences of such. (The wording of such to be confirmed by the Council's legal advisors).

Cllr Thomas left the meeting

16) Planning – Pre-application Consultation – Langdon Mill Farm, Jeffreyston

It was agreed that any comments regarding this pre-application be submitted to the Clerk by the 29th June 2020 for onward submission to the Agent.

17) To consider any emergency items and/or outstanding issues before Full Council

- Safety measures on bridges over the A477 – The Clerk advised the Council that, following correspondence with the South Wales Trunk Road Agency (SWTRA) Traffic Wales, the Agency advised that it is their Policy not to add physical barriers to any bridges.
- Graffiti on the underpass walls – Cllr Wyatt reported recent graffiti on the walls of the underpass at the end of Station Road, in turn the Clerk reported such to the South Wales Trunk Road Agent (SWTRA) Traffic Wales. The walls were repainted within 24 hours of the Graffiti being reported.
- The recent spate of vandalism to property in the ownership of the Community Council ie gates – Unfortunately three recent acts of vandalism have been reported.
 - The Kissing Gate leading into the Play Park and Recreational land in Kilgetty – This was kindly repaired by Cllr Wyatt within 24 hours of being reported.
 - The Kissing Gate on the Miners Field – It was reported to Cllr Pugh that metal strips had been placed within the mechanism of the gate to prevent it being opened. The member of the public reporting such also reported that they had removed the metal and the gate is in full working order.
 - The damage to one panel of fencing to the Recreational ground adjacent to the play park in Kilgetty – This was reported to Cllr Pugh and following The Clerk making certain enquiries the cause of such remains unknown. Cllr Wyatt will liaise with the Clerk regarding repairing such.

Cllr Lockley, on behalf of the Council, thanked Cllr Wyatt for his assistance repairing the damage occasioned to Community council property.

Cllr Thomas re-joined the meeting

18) To confirm the Clerks three-month probation period and approval of Contract

Following discussion regarding works completed by the Clerk subsequent to the start of her employment with Kilgetty – Begelly Community Council (9th January 2020) and her performance of such, Cllr Ward proposed that Kilgetty – Begelly Community Council accept the Clerk has completed, in an extraordinary challenging time and in a professional manner, the three month probation period and that a permanent SLCC Model Contract be offered; Cllr Lockley seconded the proposal with all Council in full agreement.

19) Other Business – please note this item is strictly for information only.

Cllr Smith advised the Council that there are several walkways in Oakfield Drive that require the hedgerow be trimmed back – The Clerk will advise the Pembrokeshire County Council of such.

Website: www.pembstcc.co.uk Email: kilgetty-begellycc@live.co.uk