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

Full Council Meeting held at Kilgetty, Begelly Community Centre, Kilgetty at 7.30pm.

Thursday 13 November 2014

DRAFT MINUTES

**Present:**

Cllr Diane Lockley (Chair – in the absence of Cllr Andrews)

Cllr David Anderson

Cllr Terence Gardner

Cllr Ann Pendleton

Cllr Janet Ward

Ian Morris (Clerk and Responsible Finance Officer)

County Councillor David Pugh was also present.

**1. Apologies**

Cllr Trevor Andrews

Cllr Kimberley Barnes

Cllr Brian Molyneux

**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 9 October 2014.**

Cllr Lockley highlighted a duplicated word (‘that’) at 828. Aside from this amendment, Cllr Gardner proposed that the draft minutes of the Full Council Meeting held on 9 October 2014 be accepted as a true and accurate record, seconded by Cllr Ward. Vote taken – 4 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 9 October 2014.**

**827 – Remedial work to the Rope Walk, Kilgetty Play area:** Clerk informed Members that Max Evans had now responded and had undertaken to complete the remedial work ‘early’ in November 2014.

**830 – ‘Men’s Shed in Kilgetty’ (MSK) -** Cllr Ward confirmed that she would be attending the MSK meeting on 3 December 2014 but asked Full Council if KBCC could offer accommodation to MSK for their work in Kilgetty. Cllr Anderson suggested that MSK be offered the KBCC office unit for 6 months,

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rent free but making a contribution to utility costs. Full Council agreed, in principle, but awaited feedback from Cllr Ward following the 3 December 2014 MSK meeting.

**5. Action Tracking**

The Clerk handed out a copy of the latest action tracking note and a copy is attached to these official minutes of the meeting.

* **Reduction in speed limit to 30 mph from Folly Farm –** to be reviewed in December 2014.

* **Footpath widening between Stone Pitt and Begelly Stores and footpath maintenance –** Review January 2015.
* **Remedial work to KBCC’s office building –** Remedial work on the unit had now been completed by John Keeler. Clerk was asked to send a letter of thanks to Mr Keeler for his good work. Item to be removed from Action tracking.
* **Renovation and upgrading of Community Centre by Valero –** Review March 2015.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) –** Review January 2015.
* **Hartnell Taylor Cook LLP: Co-operative leased buildings –** County Cllr Pugh reported that following a meeting with a fire safety officer, the following work was required at the Community Centre;
* Fire extinguishers to be changed (updated)
* Improvements to signage to be made
* Some locks within the building to be changed
* Replace some lighting
* Floor plans of the building and fire escapes to be displayed

 Cllr Pugh confirmed work would go ahead although no quote had yet been

 received from the Walters Group. Review January 2015.

* **Potholes in GP surgery car park –** Cllr Pugh reported that he was due to meet with Pembrokeshire County Council’s (PCC) head of property on 14 November 2014 to discuss the problems. Cllr Pugh said that PCC could take ownership of the car park (through a CPO) or could write to the Co-op on a legal basis in order to get the work done. PCC could also undertake the work and send the bill to the Co-op. Review January 2015.
* **Remedial work to the Rope Walk, Kilgetty Play Area –** Clerk reported on Max Evans’ (Tawny Wood) response (see Matters Arising above). Cllr Lockley said she had emailed St Dogmaels CC but no response

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 forthcoming. Cllr Pugh said that he had spoken to a councillor at St.

 Dogmaels CC, who had confirmed that they were experiencing problems

 with their play area contractor. Cllr Pugh had also spoken with Folly

 Farm but they were also looking to work with Max Evans. Clerk asked to

 send further email to Max Evans, highlighting that KBCC were hoping to

 arrange quarterly and annual inspections soon. Review December 2014.

* **Annual Inspection of Kilgetty Play Area –** Cllr Pugh reported that Neil McCarthy at PCC had recommended 3 quarterly inspections and one annual full inspection. PCC would handle the arrangements and the cost of quarterly inspections was £20. Annual inspections were contracted out (to eg RoSPA). Cllr Gardner proposed that KBCC ask PCC to handle all the inspections as reported by Cllr Pugh, seconded by Cllr Pendleton. Vote taken – all in favour. Cllr Pugh said he would liaise with PCC and give the Clerk’s contact details to them (for invoice payments, etc).
* **Trimming of vegetation along pathway in Oakfield Drive, Kilgetty –** Cllr Pugh suggested that the Clerk chase up PCC by emailing Will Lloyd as well as Glenville Codd. Review December 2014.
* **Repair to pathway and stream banks between Hackett Farm and Reynalton –** Cllr Lockley reported that the situation had improved at this location and that she had not received any further complaints or observations from local residents. Clerk asked to remove item from Action Tracking.
* **Lamp timer (outside Montrose Cottage) – see item 9 below.**
* **Dangerous unsigned bend on Sardis Road, Sardis, Kilgetty –** Clerk had not received any response to his email to PCC dated 10 October 2014. Cllr Pugh agreed to contact Darren Thomas, PCC. Review December 2014.

**6. Planning**

Full Council considered the following planning applications and made the following recommendations;

**14/0448/PA – Application to vary condition 3 of 11/0436/PA at Land South of Kilgetty Cottages, Kilgetty:** After a lengthy discussion, Cllr Gardner proposed that KBCC recommend that this application be refused (as with the original application) due to concerns over the site having no direct access; drainage and sewerage problems and problems with very wet land at this location. Seconded by Cllr Anderson. Vote taken – all in favour.

**14/0487/PA – Erection of dwelling at land north of Newbury, Station Road, Kilgetty:** Cllr Ward proposed that this application be recommended for approval, seconded by Cllr Lockley. Vote taken – all in favour.

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**14/0579/PA – Erection of a free range egg laying unit with associated feed bins and hard standing at Langdon Farm, Begelly:** FullCouncil noted that this project would see an increase in the number of vehicles using the adjoining road but Cllr Gardner proposed that this application be recommended for approval, seconded by Cllr Pendleton. Vote taken – all in favour.

**14/0629/PA – Enlargement of existing touring caravan site, provision of a touring caravan storage area, new replacement amenity block at The Buttles Caravan Site, Begelly:** Cllr Lockley proposed that this application be recommended for approval, seconded by Cllr Gardner. Vote taken – all in favour.

**14/0684/PA- Installation of a roof-mounted solar PV system at Folly Farm, Begelly:** Cllr Anderson proposed that this application be recommended for approval, seconded by Cllr Ward. Vote taken – all in favour.

**14/0700/PA – Stationing of a caravan for holiday use and engineering works for a septic tank (in retrospect) at Land South of Corner Park, Reynalton, Kilgetty:** Cllr Lockley proposed that KBCC recommend approval of this applicationprovided that the project met all the relevant licensing and other legal requirements set out by Pembrokeshire County Council for residential and holiday use. Seconded by Cllr Anderson. Vote taken – all in favour.

Other planning notices were noted by Full Council.

**7. County Councillor’s Report**

County Cllr Pugh provided the following update;

* He had attended the recent PCC Environment and Overview Scrutiny Committee meeting. Amongst matters discussed was the Controlling of Horses Act 2014 which received Royal Assent on 12 January 2014. This Act provides local authorities with discretionary powers in seizing horses on local authority land or on land without the consent of land owners. PCC has yet to decide on whether to adopt the Act. Clerk was asked to write to One Voice Wales (OVW) to seek advice about the powers that KBCC might have regarding horses on its land. Cllr Pugh noted recent increases in instances of fly-grazing in the county and had mentioned to the committee recent problems with horses in Kilgetty (including those being grazed alongside the A477).
* Following recent concerns about horses being tethered on private land in the Kilgetty Community Garden, the entrance gate to the Community Garden and the main entrance into The Common have now been locked. Western Power Distribution had arranged for a new

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lock and chain to be installed at the main entrance to the Common following recent vandalism to the old lock. Access to the Community Garden can still be made through the kissing gate entrance to the Common and Play Area. The horse that had been tethered in The Common had now, it seemed, been removed. Cllr Lockley suggested to Cllr Pugh (as Chairman) that the OVW/PCC Town and Community Council Liaison Group discuss the above issues at its next meeting.

* Narberth swimming pool remains open following the successful fund raising by a local group. PCC is no longer involved in the running of the pool.
* Cllr Pugh to meet with PCC’s head of property to see if the potholes in the Kilgetty surgery car park can be repaired.

Cllr Pugh left the meeting at this point.

**8. Accounts for payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary and office expenses £ 368.15

HMRC (PAYE) £ 76.00

Ian Morris – cost of RBL poppy wreath £ 27.00

Karl Butler (T/A *Dig It Garden Services*) £ 410.00

John Keeler – remedial work to KBCC office unit £ 452.32

SWALEC £ 22.29

Cruse Bereavement Care £ 100.00

Pembrokeshire Citizens Advice Bureau £ 100.00

Harriet Davis Trust £ 300.00

**Total £1,855.76**

Cllr Ward proposed that the payment to the Harriet Davis Trust be formally approved, seconded by Cllr Gardner. Vote taken – all in favour.

Cllr Lockley proposed that all these payments be made, seconded by Cllr Gardner. Vote taken – all in favour. The work undertaken by John Keeler had previously been authorised at the October 2014 meeting (**831**).

**9. To agree Christmas Lighting switch-on date and update on the new socket and timer**

Clerk reported that he had spoken with *Commercial Christmas*, Western Power Distribution and to PCC about the installation of a new power socket and a timer on the lamp post outside Montrose Cottage, Kilgetty. PCC were responsible for the lamp post and needed KBCC to agree a licence agreement with them for the installation of a socket and timer. A model agreement had been sent to the Clerk by Mel Stephens, PCC, for KBCC agreement. Cllr Gardner proposed that KBCC agree to the licence agreement,

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seconded by Cllr Lockley. Vote taken – all in favour. Clerk to take this work forward in the hope that KBCC’s eighth Christmas light could be connected in time for this Christmas. In terms of the switch-on date for the lights, Cllr Anderson proposed that the date should 1 December 2014, seconded by Cllr Ward. Vote taken – all in favour. Clerk to liaise with *Commercial Christmas*.

**10. To consider and agree a charitable donation to Harriet Davis Trust**

See item 8 (**837**) above.

**11. To receive an update on the remedial work to the KBCC Office Unit**

See items 5 (**834**) and 8 (**837**) above.

**12. To receive an update on the issue of Horse(s) on the Common and in the Community Garden**

See item 7 (**836** and **837**) above.

**13. To consider news items for the KBCC website**

Councillors suggested that a picture of KBCC’s Christmas lights be placed on the website. Cllr Anderson agreed to liaise with Margaret Moffat. Cllr Anderson confirmed that the library had now closed and the website might wish to state this position. Councillors suggested items and details of events could be encouraged through mention of the website in the press release.

Website address is: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)

**14. Community Centre Report.**

No report provided.

**15. Begelly-Kilgetty Community Association (BKCA) Report.**

Cllr Anderson reported the following;

* The notice board in the Community Garden had been made and installed by Morlais Davies.
* A new lock had been installed on the entrance gate to the garden. This was now locked following the recent problems with horses and vandalism.
* The library had now closed.
* A Church Fayre is to take place on 22 November 2014 in the Community Centre from 10.00am.
* A Christmas Bazaar is to be held at the Community Centre on Saturday, 6 December 2014 from 10.00am

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* A ‘Mince Pies and Music’ event for senior citizens takes place in the Community Centre on 11 December 2014.

**16. Correspondence**

Cllr Lockley brought forward the main items of correspondence;

* Update from Cllr Ray Hine on the OVW SRG/Hywel Dda Group
* Details of the 2015 Urdd National Eisteddfod (no KBCC donation)
* OVW email on Gypsy/Traveller sites consultation (Cllr Lockley to read)
* Welsh Government survey on Trunk Road safety (Cllr Lockley to complete questionnaire on behalf of KBCC)
* Details of OVW training for councillors
* Welsh Government Badger Found Dead survey
* PCC letter about Winter 2014/15 maintenance schedule
* WPD Wayleave payment details (£104.22)
* PCC details about free 65 years plus driving refresher courses in Haverfordwest
* Details of the Pembrokeshire Funding Fair and Conference on 18 November 2014 in Narberth
* Charity Commission Annual Return for Kilgetty Recreation Pleasure Ground (Miner’s Field)
* Consultation on Libraries – Cllr Lockley to complete on behalf of KBCC

All other correspondence was brought forward by Cllr Lockley and noted by councillors.

**17. Emergency items and other outstanding issues before Council**

None.

**18. Any Other Business**

Cllr Ward asked about KBCC’s annual donation to St Mary’s Church. Cllr Anderson agreed to initiate a donation request from St Mary’s Church for consideration at the next meeting of Full Council.

 There being no further business, the meeting closed at 10.22pm.

Kilgetty, Begelly Community Council

November 2014

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