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

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

Thursday 11 December 2014

DRAFT MINUTES

**Present:**

Cllr Trevor Andrews (Chair)

Cllr Diane Lockley (Vice-chair)

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 Brian Molyneux

Cllr Kimberley Barnes was absent without apology.

At this point, Cllr Andrews read out a letter of resignation, as Councillor, from Cllr Molyneux. This was due to ill health. Cllr Molyneux was thanked for his work as Councillor at KBCC. The Clerk was asked to send him a Christmas card on behalf of all Councillors.

**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 13 November 2014.**

Cllr Gardner proposed that the draft minutes of the Full Council Meeting held on 13 November 2014 be accepted as a true and accurate record, seconded by Cllr Ward. Vote taken – 5 in favour, 1 abstention.

**4. Matters Arising from the Minutes of the Full Council Meeting held on 13 November 2014.**

**834 – Hartnell Taylor Cook LLP: Co-operative leased building:** Cllr Anderson confirmed that remedial work at the Community Centre (new fire

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extinguishers, new signage and door modifications),would now go ahead. This work would be undertaken by The Walter Group. The cost of this work would be £539 plus £108 VAT. Begelly-Kilgetty Community Association (BKCA) had asked that KBCC pay for this work (including the VAT which could be reclaimed by KBCC) and that BKCA reimburse KBCC the VAT exclusive amount of £539. Cllr Anderson proposed that this procedure be approved by KBCC, seconded by Cllr Lockley. Vote taken – all in favour. County Cllr Pugh to arrange for the invoice to be sent to the Clerk in due course.

**834 – Potholes in GP surgery car park –** County Cllr Pugh said that some larger pot holes had been filled-in but some smaller ones had not. County Cllr Pugh confirmed that Pembrokeshire County Council (PCC) were looking at options regarding ‘taking over’ the car park. Councillors noted that many PCC heavy vehicles used the car park.

**835 -** **14/0448/PA –** County Cllr Pugh reported that he had been contacted by residents of Kilgetty Cottages, Kilgetty, who had sounded their grateful thanks to KBCC for its recommended refusal decision on this planning application.

**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 –** County Cllr Pugh confirmed that this issue was to be reviewed by PCC imminently. County Cllr Rob Lewis had also looked at this matter and would lobby the Police for a reduction as far as PCC could.Review January 2015.

* **Footpath widening between Stone Pitt and Begelly Stores and footpath maintenance –** County Cllr Pugh reported that PCC would be surveying the footpath to look at all elements for improvement and would look to see where funding could be found for improvement work. Review January 2015. Cllr Anderson proposed that the Clerk send a letter to Darren Thomas, PCC (copied to County Cllr Lewis) endorsing its view on the speed limit reduction and footpath improvements. Seconded by Cllr Gardner. Vote taken – all in favour.
* **Renovation and upgrading of Community Centre by Valero –** Review March 2015.
* **Improvements to traffic flow through Kilgetty (Carmarthen Road) –** County Cllr Pugh reported that PCC had sought guidance from the Welsh Government on the use of ANPR cameras for issuing tickets. These cameras could not be used if the area was safe for PCSOs to issue tickets. Patrols by traffic wardens have now been increased to two a day. Cllr Pugh said that there should be no parking outside the Co-operative whatsoever. Other traffic flow issues to be considered. Review January 2015.

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* **Hartnell Taylor Cook LLP: Co-operative leased buildings – see item 4 above.** Review January 2015.
* **Potholes in GP surgery car park – see item 4 above.** Review January 2015.
* **Remedial work to the Rope Walk, Kilgetty Play Area –** Clerk had sent further email to Max Evans, highlighting the quarterly and annual inspections. No response. See also item 12 below. Review January 2015.
* **Annual Inspection of Kilgetty Play Area –** see item 12 below.
* **Trimming of vegetation along pathway in Oakfield Drive, Kilgetty –** Clerk reported that this work had been completed and this item could now be removed from Action Tracking.
* **Lamp timer (outside Montrose Cottage) –** Clerk reported he had chased *Commercial Christmas (CC)*. Cllr Andrews suggested that *CC* be asked to do the work (install socket and timer) when the Christmas lights were taken down and a cherry-picker was available. Review January 2015.
* **Dangerous unsigned bend on Sardis Road, Sardis, Kilgetty –** Cllr Andrews confirmed that PCC had responded to KBCC concerns. PCC and the Hean Estate were now considering options to effect a suitable solution to make the bend safer and this work was hoped to be done by the Christmas break. Review January 2015.

**6. Planning**

There were no planning applications to consider this month but Full Council noted other planning notices that had been received.

**7. County Councillor’s Report**

County Cllr Pugh provided the following update;

* PCC is in the early stages of looking at extending the gypsy and traveller site at Kingsmoor Common by a further 12 pitches (1.8 acres). If matters progress, any planning application would be submitted to KBCC for comments.
* PCC has recently cleared moss from the pavement near to Kilvelgy Park, Kilgetty.
* Improvements by Welsh Water to the water and sewerage system continue in New Road, Kilgetty.
* The Local Democracy and Boundary Commission for Wales’ final review of County Electoral Arrangements for Pembrokeshire

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 had been published. There will be no changes to the existing electoral division of Kilgetty/Begelly.

* PCC is in dialogue with the Communities Minister, Welsh Government, about better ways of working in co-operation with Ceredigion County Council.
* Men’s Shed in Kilgetty (MSK): Constitution had been signed and a bank account opened. John Pugh elected Secretary and Leon Thornley as Chair. Cllr Ward said she had spoken to Leon Thornley and confirmed KBCC’s offer of support in respect of the office unit (6 months rent free but MSK to meet utility costs). Further MSK meeting in February 2015 but very few men involved. Cllr Pugh suggested that MSK speak to Pembroke Dock Men’s Shed for advice on their work and on recruitment.

At this point, Cllr Anderson asked County Cllr Pugh if the brick built Begelly Bus Shelter could be taken down and replaced by one similar to that positioned outside the Community Centre. He added that bus drivers are unsighted in respect of waiting passengers when travelling from Tenby direction. Cllr Pugh suggested that KBCC write to Darren Thomas at PCC. Cllr Lockley asked County Cllr Pugh about a planning issue at James’s Cow Sheds involving the siting of 4 caravans. Cllr Pugh was not aware of this issue but would report it. Cllr Lockley also mentioned that heavy lorries, including milk wagons, were travelling through Reynalton village when residents had been told (from earlier planning documents) that this traffic would use another route.

Full Council noted that Mr Peter Griffiths would be retiring as head teacher at Stepaside CP School shortly. Clerk was asked to write to Mr Griffiths to wish him well in his retirement. Councillors agreed to invite the new head teacher, Paul Harris, to a future KBCC meeting (in the spring).

County Cllr Pugh was thanked for his report.

**8. To agree the Annual Donation to St Mary’s Church, Begelly**

KBCC had received a letter from St Mary’s Church requesting a donation to the costs of its floodlighting. Cllr Anderson proposed that a donation of £100 be made to St Mary’s Church, Begelly. Seconded by Cllr Lockley. Vote taken – all in favour.

**9. Accounts for payment**

Clerk brought forward the following accounts for payment;

Ian Morris – salary and office expenses £ 307.99

HMRC (PAYE) £ 76.00

Donation to St Mary’s Church, Begelly £ 100.00

**Total £ 483.99**

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Cllr Lockley proposed that all these payments be made, seconded by Cllr Gardner. Vote taken – all in favour.

**10. To consider and approve the purchase of artificial hanging baskets for Kilgetty**

Cllr Lockley reminded Members about the purchase cost of the baskets (between £70-100 per basket). Maintenance cost would be about £200 per year with the provider putting up and taking down the baskets. Members agreed that these would brighten up Kilgetty. Cllr Lockley said she would get exact costs details in time for the Annual Precept discussions at the January 2015 meeting. Cllr Lockley therefore proposed that, in principle, KBCC agree to the purchase of 8 artificial hanging baskets for Kilgetty. Seconded by Cllr Ward. Vote taken – all in favour.

**11. To Review KBCC’s grass cutting contract**

Cllr Lockley mentioned that some residents had expressed concern over the standard of work in Thomas Chapel and in Reynalton and that there was also some concern over the accuracy of the dates of each cut inserted on the monthly claims. Cllr Anderson said that cuts in the Community Garden had not been short enough at times and requests made to Karl Butler (T/A Dig It Garden Services) to meet with him at the Community Garden had not been taken up. Cllr Andrews confirmed that the current contract offered the option for KBCC to re-tender the contract after one year. Cllr Andrews proposed that the Clerk write to Karl Butler to confirm that the option to extend the contract with him after one year would not be taken up by KBCC and that KBCC would be putting the grass cutting work out to tender again early in the New Year. Karl Butler could, of course, re-apply for the work. Seconded by Cllr Gardner. Vote taken – all in favour.

**12. To consider and agree action following the Quarterly inspection of Kilgetty Play Area**

Full Council noted the report produced by David Phillips, PCC, following his quarterly inspection of Kilgetty Play Area, undertaken on 17 November 2014. Councillors noted that the wooden information board was installed by PCC and so they should be asked to make good. Other low to medium risk advisory comments were noted and would be taken forward. County Cllr Pugh acknowledged that the entrance gate to the play area was in poor condition. He added that Templeton CC’s recently installed new play area equipment cost around £24k, with some funding secured from an Aggregate Levy Fund. Cllr Lockley said that there should be a second exit gate from the play area, the swings should be separated out from other play equipment and also mentioned that a councillor from another local Community Council had offered to come to speak with KBCC about play area responsibilities. Cllr Ward agreed to contact Leon Baines to source a quote for work for making and installing a self closing gate, replacing missing fence rails and erecting a style

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in the current gap in the play area perimeter fence. Item to stay on Action

Tracking.

**13. To consider an update on the ‘Men’s Shed in Kilgetty’ initiative**

This item had been discussed earlier in the meeting – see item 7 (**843**) above.

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

No additional items were presented. Website address is: [www.pembstcc.co.uk](http://www.pembstcc.co.uk)

**15. Community Centre Report.**

No report provided.

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

Cllr Anderson reported the following;

* £370 was raised at the recent Fun Day with proceeds going toward the purchase of a defibrillator for Kilgetty. Location to be decided.
* The recent Table Top sale held at the Community Centre raised £430 for BKCA to help with improvements to the Community Centre building.
* BKCA’s Christmas Tree had now been erected in the Community Garden and had been kindly decorated with lighting by Mike Breen.
* The Health and Safety work to be undertaken at the Community Centre had now been approved (see also item 4 above).
* The sale of books stored by the now closed library in Kilgetty, will take place at a future BKCA event, possibly next summer.

**17. Correspondence**

Cllr Andrews brought forward the main items of correspondence;

* Thank you letters from Harriet Davis Trust, Cruse Bereavement Care and Pembrokeshire CAB for recent charitable donations
* Letter from PCC about Council Tax Base for FY 2015/16
* Buckingham Palace Garden Parties in 2015 – invitation to Chairs (Clerk to action)
* PCC letter about recent Savings Consultations with Town and Community Councils
* PCC letter about waste and recycling collections over Christmas
* Dyfed-Powys Police Commissioner e-survey (Clerk to action following discussion in Full Council)
* Report on Review of County Electoral Arrangements for Pembrokeshire

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All other correspondence was brought forward by Cllr Andrews and noted by Councillors.

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

Clerk reported that he had received advice from One Voice Wales (OVW) about trespass issues on Community Council land. This advice covered options of taking legal proceedings against anyone who was responsible for taking away ‘enjoyment of land’ and was causing a ‘nuisance’. Cllr Lockley said she would be sending an email to OVW’s Town and Community Councils Liaison Group suggesting that they include, as a future agenda item, PCC’s response to new legislation under the Controlling of Horses Act 2014. This could feature as an agenda item in 3 months time.

**19. Any Other Business**

Cllr Anderson repeated his earlier request about replacing the bus shelter in Begelly (see item 7 above) and also mentioned that there was yet another build up of litter at Kilgetty Railway Station. Cllr Anderson added that the gap between the railway carriage and platform was considerable, as well as the height difference between carriage and platform. Clerk was asked to send an email to Network Rail to seek litter clearance and to ask for comments on the latter point above. Cllr Anderson also mentioned that the dip in the road (A478) was getting worse outside Begelly Beads. Clerk asked to send an email to Darren Thomas to alert PCC to this effect. Clerk said he had reported the sunken road at this point to PCC earlier in the year.

Cllr Lockley reported that she had completed the Welsh Government’s Trunk Road Speed Review Survey on behalf of KBCC and read out her responses. Cllr Lockley had not completed the recent surveys on Libraries and on Gypsy and Traveller Sites due to missing the respective deadlines. Cllr Andrews encouraged Cllr Lockley to complete expenses claims for meetings attended by her on behalf of KBCC, including those attended in the autumn.

Cllr Andrews thanked Full Council for the recent ‘Get Well’ card.

Cllr Andrews asked Members for their views on starting Full Council meetings at 7.00pm, commencing in January 2015. After a brief discussion, Full Council agreed to this change.

 There being no further business, the meeting closed at 9.50pm.

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