

## KIDWELLY TOWN COUNCIL

12th FEBRUARY 2013

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 12<sup>th</sup> February 2013.

Present:- Town Mayor            J. Gilasbey  
          Deputy Mayor         T.Burns  
          Chair                     R.Davies  
          Councillors:         R.Thomas, M.Thomas, N.Howell-Davies, H.Jones, B Huws, K.Davies  
                                         F.Burke-Lloyd, P.Davies, L.Finch-Jones,  
          Town Clerk             Geraint Thomas  
          Town Secretary       Anna Padgett

Apologies - Councillors

### **498 MEMBERS' DECLARATIONS OF INTEREST**

Minute 508 [1] Councillor T.Burns     Minute 508 [2] Councillor J.Gilasbey

### **Matters arising from the Estates Committee Meeting of 15<sup>th</sup> January 2013**

#### **499 CEMETERY**

##### 1. Maintenance Outstanding

[a] Regulations regarding memorials have been relaxed. A Monumental Mason will inspect all the graves in the cemetery and make safe those that are breaching safety regulations.

[b] Rockery – the rockery will be removed and the area grassed. Councillor Non Howell-Davies has volunteered to oversee this project.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **500 KIDWELLY QUAY AREA**

County Council officers met with the designer at a site meeting on 8<sup>th</sup> February 2013. The town council was unaware of this meeting. The designer is expected to propose a solution to the problems within 2 weeks. Costs to be covered by the county council. The access officer will be contacted this week. Signs stating that the Quay is closed have been removed but new signs are ready to replace them. The county council have been informed of the potholes on the path near the pond.

£970k Western Valley Regeneration Area Funding is available. £120k has been allocated for Phase 3.

Architectural Survey – restoration materials used in the Quay maintenance must be appropriate. Quotes for survey work and restoration will be sought.

#### **501 COUNCIL OFFICES - MAINTENANCE**

A contractor will provide a detailed specification to use as a basis for quotations for the refurbishment of the ground floor of Bridge Street. Councillor R.Davies stated that, as he feels the OWG questionnaire should be circulated after the Options Report is completed, he withdraws his offer to deliver the questionnaires.

#### **502 MAINTENANCE OF HEOL RAY GRAVELL**

It was previously **RESOLVED** to repair the untitled section of road at Heol Ray Gravel. Money has been allocated for this. This work has been scheduled for April 2013. Future maintenance agreements will be reached with the residents.

#### **503 LITTER BINS**

A litter bin has been placed near the first interpretation panel at Glan yr Afon. It was noted that the bin on Castle River Walk had been damaged. This will be repaired if possible.

#### **504 DAMAGED GARAGE**

A tree had fallen on a new garage owned by Mr Maskell. Repairs to be carried out to the garage in due course.

#### **505 COEDBACH WETLANDS**

Coedbach wetlands – clearance work at the former washery is causing possible contaminated debris to wash down onto the wetlands. The county council enforcement officer was unable to assist – his response had been circulated. Guidance from the Environment Agency will be sought.

#### **506 LAND MANAGEMENT & TENANCY ISSUES**

Flooding at Waungadog – Heavy plant was used and water conduits were purchased for remedial work at Waungadog. Responsibility for clearing the ditches is set out in the conveyance of the land, however this is being challenged by the present owner of the land. The town council may need legal advice on this issue. Safe Routes – the application has been submitted, a copy is awaited.

#### **507 TENDERS**

GL4 – GL 10 – GL 32

Information regarding a prospective tenant has been sought from the County Council, Donkey Sanctuary and RSPCA. Responses are awaited. In the interim, the previous tenant of GL4 and GL32 will rent the land under the same terms as the previous tenancy, until the tenders are awarded.

#### **508 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/27723	Full Planning	Renovation & extension of hotel	Gwenllian Court Hotel	Hamish Burns
2	S/27730	Full Planning	Upgrading of paths in churchyard	St Mary's Church, Kidwelly	Rev Morley-Jones
3	S/27748	Full planning	Alteration to garage	5 Clos y Celyn, Kidwelly	Mr P Landay

The town council will fully support applications S/27723 and S/27730.

##### **Planning outcomes**

1	S/274668	Single-storey extension	98 Priory Street, Kidwelly	Mr Barclay Davies	GRANTED 08.01.13
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#### **509 CORRESPONDENCE – FEBRUARY 2013**

Mynydd y Garreg Hall	An invitation to a quiz on 22 <sup>nd</sup> February 2013 has been received. Note and <b>Close</b> this item.
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#### **510 ANY OTHER BUSINESS – FEBRUARY 2013**

1. Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. A site visit was arranged for 15<sup>th</sup> February 2013. Issues of access by Bridge Street residents to the rear of their properties will be investigated. Parking spaces rather than garage spaces will be considered in the future.

2. It was recognised that all organisations in the town need to be involved in the regeneration of the town square. Thanks were expressed to County Councillor K. Davies for his work with the Regeneration Officer of the county council. Note and **Close** this item.

3. A press release urging dog owners to clear up after their animals will be initiated. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

12th MARCH 2013

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennlian Centre, Kidwelly on Tuesday, 12<sup>th</sup> March 2013.

Present:- Town Mayor            J. Gilasbey  
          Deputy Mayor         T.Burns  
          Chair                     R.Davies  
          Councillors:            R.Thomas, N.Howell-Davies, B Huws, K.Davies  
                                      F.Burke-Lloyd, P.Davies, L.Finch-Jones,  
          Town Clerk             Geraint Thomas  
          Town Secretary        Anna Padgett  
Apologies - Councillors        M.Thomas, H.Jones, G.G.Jones

### **554 MEMBERS' DECLARATIONS OF INTEREST**

Minutes 562 [1] and 565 – Councillor Burns left the room.

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> March 2013**

#### **555 CEMETERY**

##### 1. Maintenance Outstanding

[a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts will be made to trace the relatives.

[b] Rockery – the rockery will be removed and the area grassed. Councillor Non Howell-Davies has volunteered to oversee this project.

[c] Moles are in evidence. Removal of moles would cost £10 per mole. This matter was referred to the Finance Committee. It was noted that dog fouling continues in the cemetery.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **556 KIDWELLY QUAY AREA**

The potholes have been filled in and the area is looking satisfactory. It was noted that this is a temporary measure. A site visit to Resolven to assess the practicality of a type of surface used there has been undertaken – it was found to be unsuitable. Tar macadam is being considered as a permanent solution.

Architectural Survey – this would cost in excess of £5k. Information from previous surveys could possibly be used - thus reducing the cost.

#### **557 COUNCIL OFFICES - MAINTENANCE**

A contractor will provide a detailed specification to use as a basis for quotations for the refurbishment of the ground floor of Bridge Street. Cost of specification was referred to the Finance Committee.

#### **558 MAINTENANCE OF HEOL RAY GRAVELL**

It was previously **RESOLVED** to repair the untitled section of road at Heol Ray Gravel. Money has been allocated for this. This work has been scheduled for April 2013. Future maintenance agreements will be reached with the residents.

#### **559 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

## **560 DAMAGED GARAGE**

A tree had fallen on a new garage owned by Mr Maskell. Repairs to be carried out to the garage in due course.

## **561 COEDBACH WETLANDS**

Coedbach wetlands – clearance work at the former washery may have caused contaminated debris to wash down onto the wetlands. Work has now stopped on the site. Guidance from the Environment Agency will be sought as to possible residual pollution.

## **562 LAND MANAGEMENT & TENANCY ISSUES**

1. Flooding at Waungadog – Heavy plant was used and water conduits were purchased for remedial work at Waungadog. Responsibility for clearing the ditches is set out in the conveyance of the land, however this is being challenged by the present owner of the land. The town council may need legal advice on this issue. Safe Routes – the application has been submitted, a copy is awaited.

2. Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. A site visit was carried out on 15<sup>th</sup> February 2013. It was **RESOLVED** to accept the offer of clearance and laying of aggregate. It was noted that this is the site of a former priory but no archeological survey has been done.

## **563 TENDERS**

GL18 – The land will be put to tender – offers in excess of £50 for a three year period.

It was **RESOLVED** to consider the tenders for GL4, GL10 and GL32 “*in camera*”

It was **RESOLVED** to accept the following tenders:-

GL4 – £220 per annum for a three year period

GL10 – £61 per annum for a three year period

GL32 - £175 per annum for a three year period

## **564 PLANNING**

### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/27852	Full Planning	Seasonal caravan and camping site	Waungadog farm, Kidwelly	Dyfrig Dalziel
2	S/27874	Advertisement	Freestanding hoarding	Land at Commissioner’s bridge	Morgan construction

**S/27852** – The committee fully supported the application

**S/27874** – Concerns to be addressed:- the council, as landlord has not been contacted by Morgan Construction; the size of the hoarding is too large; a detrimental effect on the ecology and wildlife.

### **Planning outcomes**

1	S/27527	Agricultural building	Llys y Gorlan, Kidwelly	Mr Emyr Jones	GRANTED 08.02.13
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## **565 LAND AT PEMBREY ROAD**

The Chair of the Finance Committee expressed concerns that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land – estimated at £23k. It was **RESOLVED** that the Town Clerk take legal advice from One Voice Wales and other relevant bodies.

**566 ALLOTMENTS**

The Allotment Association had requested that their lease be extended to 25 years to enable them to apply for improvement grants. The excellent work carried out at the allotments was noted. It was **RESOLVED** to extend the present lease from 10 to 25 years. Clauses relating to rent reviews will be examined.

**567 FLY GRAZING**

Data had been circulated. Any observations or suggestion should be submitted to the Town Clerk. Note and **Close** this item.

**568 MAINTENANCE AT COFEB GRAV**

Thanks were expressed to the hall trustees who had carried out maintenance to the area surrounding the hall. The contractor has been reminded of work outstanding at Cofeb Grav and will be contacted again. It was noted that all areas needing maintenance will be included in the tender documents due for consideration in March 2014.

**569 CORRESPONDENCE – MARCH 2013**

Correspondence was dealt with under Minute 555[c]. Note and **Close** this item.

**570 ANY OTHER BUSINESS – MARCH 2013**

There was no other urgent business. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

16th APRIL 2013

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 16<sup>th</sup> April 2013.

Present:- Town Mayor	J. Gilasbey
Chair	R.Davies
Councillors:	R.Thomas, N.Howell-Davies, B Huws, H.Jones, G.G.Jones F.Burke-Lloyd, P.Davies, L.Finch-Jones, M.Thomas
Town Clerk	Geraint Thomas
Town Secretary	Anna Padgett
Apologies - Councillors	K.Davies, T.Burns

### **618 MEMBERS' DECLARATIONS OF INTEREST**

Minute 621 – Councillor F.Burke-Lloyd

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> March 2013**

#### **619 CEMETERY**

1. Maintenance Outstanding

- [a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.
- [b] Rockery – Councillor Non Howell-Davies was thanked for her work in clearing the rockery area.
- [c] Moles are in evidence. Removal of moles would cost £10 per mole. Molehills have been removed.
- [d] The feasibility of using the lower cemetery field for grazing will be investigated.

2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **620 KIDWELLY QUAY AREA**

A meeting with the county council will be held on 24<sup>th</sup> April 2013. Councillors were requested to support this as final decisions have to be made before new arrangements come into force. Radical changes to Phase 1 and 2 may cause delays and possibly negate funding already received. Car parking areas need addressing. Archeological and integrity surveys are needed to support an application for Heritage Lottery Funding – at an approximate cost of £1k and £450 respectively. It was **RESOLVED** that the Project Officer seek funding sources to pay for the initial surveys.

#### **621 COUNCIL OFFICES - MAINTENANCE**

A detailed schedule of work is required so that tender documents can be prepared for the refurbishment of the ground floor. After a short discussion regarding the cost of preparing the schedule Councillor R.Davies left the room, Councillor Byron Huws took the Chair. It was noted that Councillor G.G.Jones had made inappropriate comments.

Three options were put forward.

- [a] A qualified Quantity surveyor should be appointed – quotation received for £560 +VAT
- [b] Mr Cammish's offer to do the work, at no cost, be accepted. It was recognized that Mr Cammish, although not a qualified QS, had vast experience in this field.
- [c] Mr Cammish prepare the report and have it signed off by a qualified QS at a small cost.

It was **RESOLVED** that a qualified Quantity Surveyor be appointed to prepare the schedule of work needed for the refurbishment of the ground floor of the offices. Councillor R.Davies returned to the meeting.

## **622 MAINTENANCE OF HEOL RAY GRAVELL**

It was previously **RESOLVED** to repair the untitled section of road at Heol Ray Gravel. Money has been allocated for this. This work has been scheduled for the week commencing 15<sup>th</sup> April 2013. It was unclear as to whether the work had been started.

## **623 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

## **624 DAMAGED GARAGE**

A tree had fallen on a new garage owned by Mr Maskell. Replacement of damaged panels was not considered an option. It was **RESOLVED** to refund the year's rent of £270 as recompense for the damage caused. Note and **Close** this item.

## **625 COEDBACH WETLANDS**

Coedbach wetlands – clearance work at the former washery may have caused contaminated debris to wash down onto the wetlands. Work has now stopped on the site. Guidance from the Environment Agency will be sought as to possible residual pollution.

## **626 LAND MANAGEMENT & TENANCY ISSUES**

1. Flooding at Waungadog – Mr Dalziel will bear the cost of the remedial work required. Note and **Close** this item.
2. Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. It was previously **RESOLVED** to accept the offer of clearance and laying of aggregate.

## **627 LAND AT PEMBREY ROAD**

The Chair of the Finance Committee expressed concerns that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land – estimated at £23k. It was previously **RESOLVED** that the Town Clerk take legal advice from One Voice Wales and other relevant bodies.

## **628 ALLOTMENTS**

The Allotment Association lease has been extended to 25 years to enable them to apply for improvement grants. Note and **Close** this item.

## **629 MAINTENANCE AT COFEB GRAY**

The contractor has completed work outstanding at Cofeb Gray.

It was noted that all areas needing maintenance will be included in the tender documents due for consideration in March 2014. Note and **Close** this item.

## **630 TENDERS**

GL31 – The land will be put to tender – offers in excess of £700 for a three year period.

It was **RESOLVED** to accept the following tender:-

GL18 – £55 per annum for a three year period

Schedules of vacant land, landlocked land and development land will be circulated.

## **631 PLANNING**

### **Planning Applications**

There were no planning applications.

## Planning outcomes

1	S/27730	Upgrading of paths in churchyard	<b>St Mary's Church, Kidwelly</b>	Rev Morley-Jones	Granted 27.03.13
2	S/27578	Access & landscaping	<b>Morfa Maen, Kidwelly</b>	CCC	Granted 28.03.13
3	S/27748	Alterations to garage doors	<b>5 Clos y Celyn, Kidwelly</b>	Mr P Landay	Granted 04.04.13

### **632 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

### **633 ESTATES MAINTENANCE PROGRAMME**

Mr Ieuan Hughes had expressed concern over various areas in need of remedial work within the town. It was noted that the fence and the tap in the cemetery had already been mended and the molehills removed. The Town Clerk had prepared a list of maintenance issues which need to be built into the schedule of routine maintenance work required by the estate. Members were requested to consider the list and inform the Town Clerk of additional areas of concern. The Probation Service Team will be requested to assist in the maintenance programme. Volunteers who have already carried out work, were thanked for their efforts. Note and **Close** this item.

### **634 CORRESPONDENCE – APRIL 2013**

An e-mail from Mr Denis Hughes regarding change of ownership of land near the river has been received. He will be informed of the name of the new owner and referred to them for further information as to their intentions in developing the area. Note and **Close** this item.

### **635 ANY OTHER BUSINESS – APRIL 2013**

Members were informed that part of Heol yr Ysgol would be closed for 2 weeks while electricity cables are laid underground. Notices will be placed in the Post Office, Office window and on the website. Note and **Close** this item.

The Chair thanked members and staff for their support during his term as Chair of the Estates Committee.



## KIDWELLY TOWN COUNCIL

**14th MAY 2013**

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 14<sup>th</sup> May 2013.

Present:- Town Mayor            L.Finch-Jones  
          Deputy Mayor         R.Thomas  
          Chair                     B.Huws  
          Councillors:         N.Howell-Davies, H.Jones, G.G.Jones, J.Gilasbey  
                                         F.Burke-Lloyd, P.Davies, M.Thomas, R.Davies, K.Davies, T.Burns  
          Town Clerk            Geraint Thomas  
          Town Secretary     Anna Padgett

Apologies - Councillors

### **33 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 16<sup>th</sup> April 2013**

#### **34 CEMETERY**

1. Maintenance Outstanding

- [a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.
- [b] Rockery – Councillor Non Howell-Davies had been thanked for her work in clearing the rockery area.
- [c] Moles are in evidence. Removal of moles would cost £10 per mole. Molehills have been removed.
- [d] The feasibility of using the lower cemetery field for grazing will be investigated.

2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **35 KIDWELLY QUAY AREA**

A meeting with the county council was held on 24<sup>th</sup> April 2013. The county council had proposed to keep 2 parking bays as cobbled and move 1 to another location. A solution to the problem of acceptable disabled access is being sought.

#### **36 COUNCIL OFFICES - MAINTENANCE**

A qualified Quantity Surveyor has carried out a survey of the building and is preparing the schedule of work needed for the refurbishment of the ground floor of the offices.

#### **37 MAINTENANCE OF HEOL RAY GRAVELL**

The re-surfacing work at Heol Ray Gravell has been completed. A request from several residents of Heol Ray Gravell for reimbursement for work on the road carried out by themselves in 2005 has been received. The Town Clerk will investigate this matter further.

#### **38 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

### **39 COEDBACH WETLANDS**

Coedbach wetlands – The Environment Agency has given assurances that there is no contamination at the site, which is now up for sale. Note and **Close** this item.

### **40 LAND MANAGEMENT & TENANCY ISSUES**

Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. It was previously **RESOLVED** to accept the offer of clearance and laying of aggregate.

### **41 LAND AT PEMBREY ROAD**

The Chair of the Finance Committee expressed concerns that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land – estimated at £23k. It was previously **RESOLVED** that the Town Clerk take legal advice from One Voice Wales and other relevant bodies.

### **42 TENDERS**

GL31 – It was **RESOLVED** to accept the tender of £1150 per annum for a three year period – subject to satisfactory references.

Schedules of vacant land, landlocked land and development land will be circulated.

### **43 PLANNING**

#### **Planning Applications**

There were no planning applications.

#### **Planning outcomes**

1	S/27874	Freestanding hoarding	Land off Pembrey Road, Kidwelly	Morgan Construction	Granted 24.04.13
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Morgan construction will be requested to provide details of their intentions as to the erection of the hoardings on council land.

2	S/27852	Agricultural field to touring caravan site	Waungadog Farm, Kidwelly	Dyfrig Dalziel	Withdrawn 30.04.13
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### **44 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

### **45 CORRESPONDENCE – MAY 2013**

1	Mr J.Jenkins	A request for reimbursement for work done in Heol Ray Gravell has been received. This matter was considered under Minute 37. Note and <b>Close</b> this item.
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### **46 ANY OTHER BUSINESS – MAY 2013**

There was no other urgent business. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

11th JUNE 2013

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 11<sup>th</sup> June 2013.

Present:- Town Mayor	L.Finch-Jones
Deputy Mayor	R.Thomas
Chair	B.Huws
Councillors:	N.Howell-Davies, H.Jones, G.G.Jones, J.Gilasbey P.Davies, M.Thomas, R.Davies, K.Davies, T.Burns
Town Clerk	Geraint Thomas
Town Secretary	Anna Padgett
Apologies - Councillors	F.Burke-Lloyd

### **88 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 14<sup>th</sup> May 2013**

#### **89 CEMETERY**

1. Maintenance Outstanding

- [a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.
- [b] Rockery – Councillor Non Howell-Davies had been thanked for her work in clearing the rockery area.
- [c] Molehills have been removed.
- [d] The feasibility of using the lower cemetery field for grazing will be investigated.

2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **90 KIDWELLY QUAY AREA**

The tarmac has been laid and the picnic area completed. A meeting will be arranged to finalise work on Phase 2 and to consider requirements for Phase 3. A solution to the problem of acceptable disabled access is being sought.

#### **91 COUNCIL OFFICES - MAINTENANCE**

A qualified Quantity Surveyor has carried out a survey of the building and has prepared a schedule of work needed for the refurbishment of the ground floor of the offices. This was circulated at the meeting. Members will study the detailed report and make an inspection visit to the former offices if necessary.

#### **92 MAINTENANCE OF HEOL RAY GRAVELL**

The re-surfacing work at Heol Ray Gravelle has been completed. A request from several residents of Heol Ray Gravelle for reimbursement for work on the road carried out by themselves in 2005 has been received. The Town Clerk has located correspondence dating back to this period and has found council minutes relating to this complex issue. He will investigate this matter further. It was **RESOLVED** to pursue the possibility of the road being adopted by the highways authority.

#### **93 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

#### **94 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

#### **95 LAND MANAGEMENT & TENANCY ISSUES**

Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. It was previously **RESOLVED** to accept the offer of clearance and laying of aggregate.

#### **96 LAND AT PEMBREY ROAD**

The Chair of the Finance Committee expressed concerns that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land – estimated at £23k. It was previously **RESOLVED** that the Town Clerk take legal advice from One Voice Wales and other relevant bodies.

#### **97 TENDERS**

GL11 – It was **RESOLVED** to put the land to tender - offers in excess of £50 per annum for a three year period.

#### **98 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/28229	Full Planning	New dwelling	Adjacent to Penyrerw, Horeb Road, Mynydd y Garreg	Gaynor O'Shea
2	S/28296	Full Planning	Double storey extension	74 Water Street, Kidwelly	Sean Brown
3	S/28348	Full Planning	Waterless compost toilet	Kidwelly allotments	M.McGerty

##### **Planning outcomes**

1	S/27723	Extension of hotel	Gwenllian Court, Llangadog Road, Mynydd y Garreg	Hamish Burns	Granted 31.05.13
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S/27874 - Morgan construction has been requested to provide details of their intentions as to the erection of the hoardings on council land.

#### **99 REFURBISHMENT OF THE TOWN SQUARE**

Officers of the county council are considering the issues surrounding the refurbishment of the town square. The Town Forum is involved and local organisations will be encouraged to join in the debate. The possibility of grant funding is being investigated. It was noted that the Jubilee Bench has been removed due to vandalism.

#### **100 MAINTENANCE & MANAGEMENT OF THE ESTATE**

The Town Clerk and Mayor have produced a list of at least 60 items which need to be incorporated into an Estate Maintenance Plan. A Risk Assessment of the estate needs to be carried out. Reactive actions in the last financial year resulted in a significant overspend on the estates budget.

The following options are to be considered:-

- A] The use of volunteers
- B] The use of contractors
- C] Working / job share with other community councils
- D] Engage a new council employee

Glan yr Afon – Natural Resources Wales will be contacted for assistance in formulating a conservation/management plan for the area.

### **101 CORRESPONDENCE – JUNE 2013**

The Town Clerk informed members that a quotation for the annual spraying of knotweed has been received from the usual contractor - £700.

Councillor R.Davies indicated that as the item was not specifically listed on the agenda, no decision could be made.

It was **RESOLVED** to suspend Standing Orders to enable a decision to be made on the spraying.

It was **RESOLVED** to carry out the spraying as soon as weather permitted.

It was noted that Councillor R. Davies was against suspending Standing Orders as he considered that the issue was not a specified agenda item and to consider it was contrary to Statute, therefore the matter should not have been discussed and the decision should not have been made.

Note and **Close** this item.

### **102 ANY OTHER BUSINESS – JUNE 2013**

There was no other urgent business. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

9th JULY 2013

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 9<sup>th</sup> July 2013.

Present:- Town Mayor            L.Finch-Jones  
          Deputy Mayor         R.Thomas  
          Chair                     B.Huws  
          Councillors:         N.Howell-Davies, J.Gilasbey, M.Thomas, K.Davies,  
          Town Clerk             Geraint Thomas  
          Town Secretary       Anna Padgett  
Apologies - Councillors       T.Burns, R.Davies, P.Davies, F.Burke-Lloyd, H.Jones

### **141 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 11<sup>th</sup> June 2013**

#### **142 CEMETERY**

##### 1. Maintenance Outstanding

- [a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.
- [b] Rockery – Councillor Non Howell-Davies had been thanked for her work in clearing the rockery area.
- [c] Molehills have been removed.
- [d] The feasibility of using the lower cemetery field for grazing will be investigated.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **143 KIDWELLY QUAY AREA**

The remedial work on Phase 2 has been signed off. Favourable comments have been received from the local residents and visitors to the area. The town council will have the veto on the developments planned for Phase 3. It was noted that brambles are growing from the quay wall. It was also noted that the bins need emptying on a more frequent basis.

#### **144 COUNCIL OFFICES - MAINTENANCE**

The alarm system is very sensitive and has recently been activated by birds who have flown down the chimney. Chubb will be contacted for advice.

#### **145 MAINTENANCE OF HEOL RAY GRAVELL**

The re-surfacing work at Heol Ray Gravel has been completed. A request from several residents of Heol Ray Gravel for reimbursement for work on the road carried out by themselves in 2005 has been received. The Town Clerk has located correspondence dating back to this period and has found council minutes relating to this complex issue. A further letter from Mr Jenkins has been received. It was previously **RESOLVED** to pursue the possibility of the road being adopted by the highways authority.

#### **146 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

### **147 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

### **148 LAND MANAGEMENT & TENANCY ISSUES**

Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. It was previously **RESOLVED** to accept the offer of clearance and laying of aggregate. To clarify matters, this item will re-named “Land behind St Mary’s Church”.

### **149 LAND AT PEMBREY ROAD**

The Chair of the Finance Committee expressed concerns that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land – estimated at £23k. It was previously **RESOLVED** that the Town Clerk take legal advice from One Voice Wales and other relevant bodies.

### **150 REFURBISHMENT OF THE TOWN SQUARE**

Officers of the county council are considering the issues surrounding the refurbishment of the town square. The Jubilee Bench is to be replaced on the square and secured into concrete footings. The Town Clerk will ascertain costs and Executive Action will be taken if appropriate.

### **151 MAINTENANCE & MANAGEMENT OF THE ESTATE**

The following options are to be considered as part of the estates Maintenance Plan:-

- A] The use of volunteers
- B] The use of contractors
- C] Working / job share with other community councils
- D] Engage a new council employee

The Town Clerk was thanked for his work in producing the Estates Maintenance Matrix which lists the areas needing maintenance. It was noted that the contractor only cuts grass and empties bins. It was **RESOLVED** to look at the cost of hiring a contractor for a specified period (eg a week) to complete all outstanding works.

### **152 TENDERS**

GL11 – It was previously **RESOLVED** to put the land to tender - offers in excess of £50 per annum for a three year period. The present tenant had indicated that she would not be putting in a tender. The land will be put to tender for a further period.

### **153 PLANNING**

#### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/28429	Full Planning	Construction of garage	Land opposite 27 Priory Street Kidwelly	David Peter Williams
2	S/28430	Full Planning	Extension of existing planning permission for 2 building plots	Plots 1 & 2 Stockwell Lane, Kidwelly	Alun Evans
3	S/28484	Full Planning	Widening of existing driveway & construction of garage	Hillcrest, Meinciau Road, Mynydd y Garreg	Gary Baxter

#### **Planning outcomes**

None reported

#### **154 GARAGE SPACE 8 – TRANSFER OF LEASE**

The present tenant of GS8 has requested a transfer of tenancy to GS4. This was agreed providing that the tenant demolishes the structure presently standing on GS8 and removes the debris. Note and **Close** this item.

#### **155 CORRESPONDENCE – JULY 2013**

1	Mr Ieuan Hughes	Mr Hughes had commented on matters relating to estate maintenance and issues he had identified within the town. His comments were noted and will be incorporated into the maintenance schedule – see Minute 151. Note and <b>Close</b> this item.
2	Mrs Ann Gamble	Volunteers have requested permission to paint the external facade of the Library. Practical issues such as health & safety, insurance cover etc will be investigated. The Library Service will be requested to provide a sign indicting the LIBRARY.
3	John Jenkins	This matter was considered under Minute 145. Note and <b>Close</b> this item.
4	Claire Thomas	Information regarding the spreading chestnut tree at Plough Gardens was given. This matter will be addressed in the maintenance plan – see Minute 151. Note and <b>Close</b> this item.
5	Carmarthenshire County Council	The county council has requested access to its field via the town council owned land at Stockwell Lane. The Town Clerk will enquire further into the reason the access is required. The response made will be at his discretion. Note and <b>Close</b> this item.

#### **156 ANY OTHER BUSINESS – JULY 2013**

There was no other urgent business. Note and **Close** this item.



## KIDWELLY TOWN COUNCIL

**10th SEPTEMBER 2013**

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennlian Centre, Kidwelly on Tuesday, 10<sup>th</sup> September 2013.

Present:- Town Mayor	L.Finch-Jones
Deputy Mayor	R.Thomas
Chair	B.Huws
Councillors:	J.Gilasbey, M.Thomas, K.Davies, T.Burns, R.Davies, P.Davies, F.Burke-Lloyd, H.Jones, G.G.Jones
Town Clerk	Geraint Thomas
Town Secretary	Anna Padgett
Apologies - Councillors	N.Howell-Davies

### **216 MEMBERS' DECLARATIONS OF INTEREST**

Minute 223, 224, 232, 235(1) - Councillor T.Burns. Minute 235 she left the room.

### **Matters arising from the Estates Committee Meeting of 9<sup>th</sup> July 2013**

#### **217 CEMETERY**

##### 1. Maintenance Outstanding

[a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.

[b] The feasibility of using the lower cemetery field for grazing will be investigated.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **218 KIDWELLY QUAY AREA**

Waterfront Festival – Concerns about events on 21<sup>st</sup> September 2013 were expressed. Councillor B.Huws explained that wildlife would not be affected; he indicated that RSPB was participating, although the lantern procession would not be taking place. There was no proposal to retain water in the canal via the sluice gate. All documentation required for the event to proceed must be submitted for approval by the Town Clerk by 10.00am on 16<sup>th</sup> September 2013.

The remedial work on Phase 2 has been signed off. Note and **Close** this item, until discussions on Phase 3 commence.

#### **219 COUNCIL OFFICES - MAINTENANCE**

The Town Clerk reported that no incidents of the alarm being triggered by birds have occurred. The alarm is fully functional. Note and **Close** this item.

#### **220 MAINTENANCE OF HEOL RAY GRAVELL**

The re-surfacing work at Heol Ray Gravel has been completed. A request from several residents of Heol Ray Gravel for reimbursement for work on the road carried out by themselves in 2005 has been received. The Town Clerk has responded. However, a further letter has been received from Mr John Jenkins. The Town Clerk will reiterate the position of the town council on this matter.

## **221 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

## **222 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

## **223 LAND BEHIND ST MARY'S CHURCH**

Burns Pet Nutrition has offered to supply the labour and machinery to clear the land at the rear of Bridge Street, adjacent to the church, where the garages are located. It was previously **RESOLVED** to accept the offer of clearance and laying of aggregate. This work will be done after the works on the flood defences has been completed by Natural Resources Wales. Note and **Close** this item.

## **224 LAND AT PEMBREY ROAD**

Concerns were expressed that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land. It was **RESOLVED** that advice from a land valuer, as to the commercial value of the land, be sought.

## **225 REFURBISHMENT OF THE TOWN SQUARE**

The county council has now registered the Town Square with the Land Registry. Designs for the landscaping of the area are being drawn up. The Jubilee Bench will be replaced on the square as part of the refurbishment, if not sooner.

## **226 MAINTENANCE OPTIONS**

The following options are to be considered as part of the estates Maintenance Plan:-

- A] The use of volunteers
- B] The use of contractors
- C] Working / job share with other community councils
- D] Engage a new council employee

It was noted that volunteers have offered assistance in several areas. The possibility of extending the use of contractors will be considered. Job sharing an employee with another community council may encounter employment law problems. A new council employee would need equipment and transport.

The Town Clerk reported that the Probation Service will once again be used to plant the daffodils. They will also cut back the hedges at the cemetery.

Trees overhanging the highway are a problem. A contractor with a licence for working on the highway will be needed: a quotation has been sought.

## **227 CORRESPONDENCE – JULY 2013**

2	Mrs Ann Gamble	Volunteers have requested permission to paint the external facade of the Library. Issues such as health & safety, insurance cover etc have been investigated. The Town Clerk indicated that the proposal was not practical. The volunteers will be informed of this and thanked for their interest. The Library Service has been requested to provide a sign indicating the LIBRARY. This has been agreed to. Note and <b>Close</b> this item.
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## **228 TENDERS**

There were no tenders.

**229 PLANNING**  
**Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/28510	Full Planning	Change from 1 dwelling to 2 single bedroom dwellings	65/67 Water Street, Kidwelly	John Buckle
2	S/28511	Full Planning	Addition of patio – cricket club	Cricket Pavilion, Parc Stephens	KTC
3	S/28580	Full Planning	Replacement dwelling with self-contained annex	Parc y Box Farm, Kidwelly	John Burns
4	S/28738	Full Planning	Parent waiting shelter	Ysgol Mynydd y Garreg	CCC
5	S/28739	Full Planning	Parent waiting shelter	Ysgol y Castell	CCC
6	S/28749	Full Planning	Parent waiting shelter	Ysgol Gwenllian	CCC
7	S/28748	Full Planning	Installation of wind turbine Ht 24.6m Blade diameter 19.2m	Field off Portway LLANSAIN	Alun Bennet

It was **RESOLVED** to object to S/28748 on the grounds of Kidwelly being a Heritage Town and the potential noise made by the windmill.

**Planning outcomes**

1	S/28229	New dwelling	Adjacent to Penyrerw, Horeb Road, Mynydd y Garreg	Gaynor O'Shea	Granted 03.07.13
2	S/28296	Double storey extension	74 Water Street, Kidwelly	Sean Brown	Granted 16.07.13
3	S/28348	Construction of Compost Toilet	Allotments, Lady Street, Kidwelly	KTC	Granted 18.07.13
4	S/28430	Two new building plots	1-2 Stockwell Lane, Kidwelly	Alun Evans	Granted 26.07.13
5	S/28484	Widening access & construction of garage	Hillcrest, Meinciau Road, Mynydd y Garreg	Gary Baxter	Granted 30.07.13
6	S/28471	Development for access	Yr Hafan, Meinciau Road, Mynydd y Garreg	Peter Morgan	Granted 19.08.13
7	S/28511	Paved Area at cricket Pavilion	Parc Stephens	KTC	Granted 21.08.13

**230 LOCATION OF COMMUNITY ORCHARD / GARDEN**

Locations for a community orchard and a garden are being sought, as part of the Cydweli 900 celebrations. Several areas were suggested. The county council will be asked about land adjoining Stockwell Lane. Natural Resources Wales will be requested to give an opinion as to the suitability of utilising land near the Optical Lagoon.

**231 FLORA AND FAUNA SURVEY**

Richard Pryce has volunteered to prepare a survey of flora and fauna in the area. He will begin with Mynydd y Garreg mountain. It was **RESOLVED** to fully endorse his offer of a survey.

### **232 LAND AT WAUNGADOG – GL H 14**

It was noted that the land had not been maintained for many years. A quote of £150k for drainage required to make the land usable for stock had been received in 2006. No attempts to plant a willow farm have been made as specified in the 10 year lease granted. It was **RESOLVED** that Mr Burns be requested to outline and confirm his plans and maintenance schedule for the land.

### **233 DISPOSAL OF VACANT LAND**

Each parcel of vacant land owned by the town council needs to be assessed. This matter was referred to the Policy & Strategy Committee. Note and **Close** this item.

### **234 OPTIONS WORKING GROUP REPORT**

Delay in delivering the report was commented on. Disappointment was expressed that some members were criticising the considerable efforts made by the OWG in producing the report.

As the report was quite substantial – it was **RESOLVED** to consider it in detail at a Full Council meeting to be held on 15<sup>th</sup> October 2013.

### **235 CORRESPONDENCE – SEPTEMBER 2013**

1	Burns Pet Nutrition	A request to let the garage at Pembrey Road to a third party had been received. The Town Clerk will enquire as to the proposed tenant and usage of the land.
2	Dorian Reeve	Community members have volunteered to take over maintenance of Cofeb Grav. It was <b>RESOLVED</b> to accept the offer of help with maintenance.
3	Ieuan Hughes	Mr Hughes has outlined areas of the estate that he feels needs attention. There matters are being rectified. Note and <b>Close</b> this item.

### **236 ANY OTHER BUSINESS – SEPTEMBER 2013**

Arrangements for replenishing the dog waste bag dispensers were outlined. It was noted that this provision was a considerable cost to the council. The situation will be monitored. Note and **Close** this item.



### **277 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

### **278 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

### **279 LAND AT PEMBREY ROAD**

Concerns were expressed that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land. The Town Clerk has requested advice from a land valuer, as to the commercial value of the land. A response is awaited.

### **280 REFURBISHMENT OF THE TOWN SQUARE**

The county council has now registered the Town Square with the Land Registry. Draft designs for the landscaping of the area are available in the office. The town toilets have been painted and the roof repaired. The county council bench has been repaired and will be returned. The Jubilee Bench will be replaced on the square as part of the refurbishment. This matter will be referred to the General Purposes Committee. Note and **Close** this item.

### **281 MAINTENANCE OPTIONS**

The following options are to be considered as part of the estates Maintenance Plan:-

- A] The use of volunteers
- B] The use of contractors
- C] Working / job share with other community councils
- D] Engage a new council employee

Trees overhanging the highway are a problem. It was **RESOLVED** to engage a contractor with a licence for working on the highway, (on the advice of the county council,) as a matter of urgency. This will be for work on the A484, Forge Lane, and Horeb Road junction with Meinciau Road.

### **282 LOCATION OF COMMUNITY ORCHARD / GARDEN**

Locations for a community orchard and a garden are being sought, as part of the Cydweli 900 celebrations. Several areas were suggested, including an area of waste land near Rhodfa'r Gwendraeth. The county council will be asked about land adjoining Stockwell Lane. Natural Resources Wales has been requested to give an opinion as to the suitability of utilising land near the Optical Lagoon.

### **283 FLORA AND FAUNA SURVEY**

Richard Pryce has volunteered to prepare a survey of flora and fauna in the area. He will begin with Mynydd y Garreg mountain. It was previously **RESOLVED** to fully endorse his offer of a survey. Note and **Close** this item until the survey has been completed..

### **284 LAND AT WAUNGADOG – GL H 14**

It was noted that the land had not been maintained for many years. A quote of £150k for drainage required to make the land usable for stock had been received in 2006. No attempts to plant a willow farm have been made as specified in the 10 year lease granted. It was previously **RESOLVED** that Mr Burns be requested to outline and confirm his plans and maintenance schedule for the land. A response is awaited.

## **285 OPTIONS WORKING GROUP REPORT**

It was previously **RESOLVED** to consider the report in detail at a Full Council meeting to be held on 15<sup>th</sup> October 2013.

## **286 CORRESPONDENCE – SEPTEMBER 2013**

1	Burns Pet Nutrition	A request to let the garage at Pembrey Road to a third party had been received. Confirmation has been received that the property will be retained as a garage. It was agreed that the sub-lease be arranged. Note and <b>Close</b> this item.
2	Dorian Reeve	The offer of help with maintenance of Cofeb Grav has been withdrawn. The Probation Service will be requested to help with the maintenance. The Service has begun the annual daffodil planting and will shortly start maintenance work on the cemetery. Councillor F.Burke-Lloyd was thanked for her work in liaising with the Probation Service. Note and <b>Close</b> this item.

## **287 TENDERS**

There were no tenders.

## **288 PLANNING**

### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/28956	Full Planning	Extension side & rear	13 Maes y Parc, Kidwelly	Matthew Jones

It was agreed to support the application.

### **Planning outcomes**

1	S/28510	Change of use from one dwelling to two single bedroom dwellings	65/67 Water Street, Kidwelly	John Buckle	Granted 28.08.13
2	S/28738	Parent waiting shelter	Ysgol Mynydd y Garreg	CCC	Granted 20.09.13
3	S/28739	Parent waiting shelter	Ysgol y Castell	CCC	Granted 20.09.13
4	S/28740	Parent waiting shelter	Ysgol Gwenllian	CCC	Granted 20.09.13

## **289 CORRESPONDENCE – OCTOBER 2013**

1	J.Jenkins	Query on repayment of cost of resurfacing Heol Ray Gravell in 2005. This matter was considered under Minute 276. Note and <b>Close</b> this item.
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## **290 ANY OTHER BUSINESS – OCTOBER 2013**

1. The Town Clerk reported that discussions on Phase 3 are to commence. A meeting will be arranged with all parties involved, as soon as possible.

2. It was noted that the Fireworks evening at Mynydd y Garreg Hall will be held on 5<sup>th</sup> November 2013. This is the same evening as Full Council.

## **KIDWELLY TOWN COUNCIL**

**12th NOVEMBER 2013**

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 12<sup>th</sup> November 2013 at 6.30pm.

Present:- Deputy Mayor      R.Thomas  
                  Chair                      F.Burke-Lloyd  
                  Councillors:                J.Gilasbey, T.Burns, H.Jones  
                  Town Clerk                 Geraint Thomas  
                  Town Secretary         Anna Padgett  
Apologies - Councillors      R.Davies, P.Davies, K.Davies, M.Thomas

The Town Clerk informed members that Councillors B.Huws (Mayor) and N.Howell-Davies had resigned. There are now 3 vacant seats on the council. Notice of Vacancy has been posted for Mynydd y Garreg Ward. Notice of Vacancy for Castle Ward will be posted during the coming week. The County Election Officer has indicated that if an election is requested, it will not take place until February 2014.

It was recognised that the position of Mayor needed to be filled as soon as possible. Therefore a meeting of Full council will be called on 18<sup>th</sup> November 2013 to elect a new Mayor.

The Town Clerk also informed members that County Councillor K.Davies had been admitted to hospital.

### **348 MEMBERS' DECLARATIONS OF INTEREST**

Minutes 355 and 357 – Councillor T.Burns

### **Matters arising from the Estates Committee Meeting of 8<sup>th</sup> October 2013**

#### **349 CEMETERY**

##### 1. Maintenance Outstanding

[a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.

[b] The feasibility of using the lower cemetery field for grazing will be investigated.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **350 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

#### **351 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

#### **352 LAND AT PEMBREY ROAD**

Concerns were expressed that the rents received for the leases assigned at Pembrey Road were well below current rental values for commercial land. The Town Clerk has requested advice from a land valuer, as to the commercial value of the land. A response is awaited.

#### **353 MAINTENANCE OPTIONS**

The following options are to be considered as part of the estates Maintenance Plan:-

- A] The use of volunteers
- B] The use of contractors
- C] Working / job share with other community councils
- D] Engage a new council employee



Overhanging trees - The Town Clerk reported that:-

The trees on Forge Lane had been cut. Those on the A484 will be done very soon.

The tree in the garden of 24 Station Road has been cut, as has the silver birch behind Heathfield.

Probation Service - Work done or pending:-

Cemetery - general maintenance, ivy cut back, fence and shed painted.

Cofeb Grav – weeded and tennis court done. Fencing will be replaced and steps fixed.

Riverside Walk – pathway to be cleared, street furniture to be painted.

It was **RESOLVED** to send a letter of thanks to the Probation service.

Contractor Tenders for 2013-2014;-

The main contractor tenders will be issued at the end of January 2014 for the new contracts to commence on 1<sup>st</sup> April 2014. A review of estates maintenance issues will be undertaken when finalising the tender documents.

### **354 LOCATION OF COMMUNITY ORCHARD / GARDEN**

Locations for a community orchard and a garden are being sought, as part of the Cydweli 900 celebrations. This matter is being considered at Full Council. Note and **Close** this item.

### **355 LAND AT WAUNGADOG – GL H 14**

It was noted that the land had not been maintained for many years. A quote of £150k for drainage required to make the land usable for stock had been received in 2006. No attempts to plant a willow farm have been made as specified in the 10 year lease granted. It was previously **RESOLVED** that Mr Burns be requested to outline and confirm his plans and maintenance schedule for the land. A response is awaited.

### **356 TENDERS**

It was **RESOLVED** to put GL3 to tender for a 3 year period, offers in excess of £60.

### **357 PLANNING**

#### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	W/28994	Full Planning	Single windmill turbine development	Penlan Isaf farm, Portway, Kidwelly	Peter Francis

Observations ; - Concerns regarding the height of the turbine and its impact on the historic environment.

#### **Planning outcomes**

1	S/25519	9 dwelling houses	Broawel, Pembrey Road Kidwelly	Philip Roberts	Granted 02.10.13
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### **358 CORRESPONDENCE – NOVEMBER 2013**

1	Andrew Jenkins	Mr Jenkins tenant of GL20 requested permission to put a standpipe on the land he rents. It was agreed, providing all the work was at no cost to the council. Note and <b>Close</b> this item.
2	Janet Davies	A petition of 126 residents has been received, requesting a Public Meeting to consider the conduct of the town council. It was <b>RESOLVED</b> to arrange a Public Meeting, abiding by statutory requirements. This matter will be referred to Full Council. Note and <b>Close</b> this item.

### **359 ANY OTHER BUSINESS – NOVEMBER 2013**

There was no other business. Note and **Close** this item.

## **KIDWELLY TOWN COUNCIL**

**10th DECEMBER 2013**

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 10<sup>th</sup> December 2013 at 6.30pm.

Present:- Town Mayor	J.Gilasbey
Deputy Mayor	R.Thomas
Chair	F.Burke-Lloyd
Councillors:	H.Jones, R.Davies, P.Davies, K.Davies
Town Clerk	Geraint Thomas
Town Secretary	Anna Padgett
Apologies - Councillors	M.Thomas, T.Burns (until Minute 419)

Councillor R.Davies stated that he would not accept the position of Deputy Chair of the committee as he was offered the post, in absentia. The matter will be considered further at the next Full Council meeting.

### **412 MEMBERS' DECLARATIONS OF INTEREST**

Minute – 420 [3] – Councillor T.Burns

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> November 2013**

#### **413 CEMETERY**

##### 1. Maintenance Outstanding

The Town Clerk reported that fence painting, clearance of shrubbery and general maintenance has been carried out by the Probation Service to an excellent level. Appreciation has been expressed. Thanks was given to Councillor F. Burke-Lloyd for liaison work carried out with the Service. Spraying the weeds will be carried out.

[a] A Monumental Mason has inspected all the graves in the cemetery and found 6 that, although not dangerous, need to be laid flat. Attempts to trace the relatives are ongoing. One relative has been located.

[b] The feasibility of using the lower cemetery field for grazing will be investigated.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing.

#### **414 LITTER BINS**

The bin on Castle River Walk had been damaged. As the bin is cast metal and the job is such a small one, finding someone to repair it is proving difficult.

#### **415 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. The Town Clerk will investigate the issues involved with access to the mountain, and the easement over the track.

#### **416 LAND AT PEMBREY ROAD**

The rents received for the leases assigned at Pembrey Road may be well below current rental values for commercial land. The Town Clerk has received verbal advice from a land valuer, that the current rent is reasonable. A written response is awaited. Rent reviews on the 3 leases are not due yet.

It was noted that logs have been stored temporarily on one of the sites. A small amount of industrial waste is also evident. The Town Clerk will investigate this matter.

#### **417 MAINTENANCE OPTIONS**

The following options are to be considered as part of the estates Maintenance Plan:-

- A] The use of volunteers
- B] The use of contractors
- C] Working / job share with other community councils
- D] Engage a new council employee

Overhanging trees - The Town Clerk reported that South Wales Arborists, contractors for Western Power Distribution, have cut many of the council's trees within the areas of concern. Trees at Horeb Road are also scheduled to be cut back. A tree at Plough Gardens has been felled. Trees along the A484 will be cut by Spencer Environmental Care Associates as they have the required licences to work on the main highway. The Town Clerk will request that this work be expedited as soon as possible.

#### **418 LAND AT WAUNGADOG – GL H 14**

The tenant has stated that he no longer wishes to hold the lease. The Town Clerk will take legal advice as to the procedure for terminating the lease and the resulting financial implications involved. It was noted that the land had not been maintained for decades. Costs for clearing the gullies will be investigated.

#### **419 TENDERS**

Councillor Burns attended the meeting at this point in the proceedings.

GL 3 - It was **RESOLVED** to accept the tender of £86 per annum for a 3 year period.

#### **420 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/29225	Full Planning	First floor bedroom extension and side parking	4 Shintor Fach, Mynydd y Garreg	Edwards Properties
2	S/29226	Full Planning	Detached dwelling and front parking	Land at 4 Shintor Fach, Mynydd y Garreg	Edwards Properties
3	W/28748	Full Planning	Erection of wind turbine hub height 24.6m	Field off Portway, Llansaint	Alun Bennet

W/28748 - Observations:- Concerns regarding the height of the turbine and its impact on the historic environment.

##### **Planning outcomes**

1	S/28956	Extension at side and rear	13 Maes y Parc, Kidwelly	Matthew Jones	Granted 07.11.13
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#### **421 RIGHTS OF WAY APPLICATION – STOCKWELL LANE**

An application to register a Right of Way over Stockwell Lane by the owner of Stockwell Bungalow has been made. This is a well established right of way. It was **RESOLVED** not to object to the registration. Note and **Close** this item.

#### **422 RENT REVIEW H2**

The tenant of land known as H2 had made a second request that the rent increase applied from 1<sup>st</sup> October 2013 be reviewed. A site visit had been made and photographs were circulated. It was **RESOLVED** to uphold the rent increase and accept the relinquishment of the tenancy if it is tended. Note and **Close** this item.

**423 TENDERS FOR ESTATES MAINTENANCE 2014-2015**

The estate maintenance contract terminates at the end of March 2014. A draft tender document has been prepared and will be circulated for observations. The tender document must be issued by the end of January 2014 in time for the new contract to commence in April 2014.

**424 CORRESPONDENCE – DECEMBER 2013**

There was no correspondence. Note and **Close** this item.

**425 ANY OTHER BUSINESS – DECEMBER 2013**

There was no other business. Note and **Close** this item.