

## **KIDWELLY TOWN COUNCIL**

**21st JANUARY 2014**

At a Meeting of the **ESTATES COMMITTEE** held in the Parish Rooms, Kidwelly on Tuesday, 21st January 2014 at 6.45pm.

Present:- Town Mayor            J.Gilasbey  
          Deputy Mayor         R.Thomas  
          Chair                     J.Gilasbey  
          Councillors:         R.Davies, M.Thomas, T.Burns, S.John, H.Jones (Minute 480)  
          Town Clerk             Geraint Thomas  
          Town Secretary       Anna Padgett  
Apologies - Councillors       F.Burke-Lloyd, G.G.Jones, P.Davies, K.Davies

### **473 MEMBERS' DECLARATIONS OF INTEREST**

Minute 479 – Councillors J.Gilasbey and S.John

### **Matters arising from the Estates Committee Meeting of 10<sup>th</sup> December 2013**

#### **474 CEMETERY**

##### 1. Maintenance

[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.

#### **475 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.

#### **476 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.

#### **477 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. It was noted that logs have been stored temporarily on one of the sites. The Town Clerk reported that appropriate permission had been granted for this.

#### **478 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. 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.

#### **479 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.

Two councillors had declared an interest, making the meeting not quorate, so discussion was deferred to the next meeting.

#### **480 TENDERS FOR ESTATES MAINTENANCE 2014-2015**

The estate maintenance contract terminates at the end of March 2014. A draft tender document had been circulated for observations. An additional item of tree cutting had been added. The contract will be for one year. The town clerk will provide maps and further details for those contractors who express an interest in submitting a tender. Councillor H.Jones joined the meeting.

It was **RESOLVED** to accept the tender document for the estates maintenance for the year 2014-2015.

#### **481 TENDERS**

GL 3 - It was previously **RESOLVED** to accept the tender of £86 per annum for a 3 year period. However the offer was withdrawn. The land will be put out to tender again.

GL2 – It was **RESOLVED** to put the land for tender for a three year period, offers in excess of £90

GL6 – It was **RESOLVED** to put the land for tender for a five year period, offers in excess of £525

GLA11 – It was **RESOLVED** to put the land for tender for a three year period, offers in excess of £350

GLH2 – It was **RESOLVED** to put the land for tender for a three year period, offers in excess of £280

Fences on this land will be inspected.

#### **482 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/29347	Full Planning	Garage conversion	Glandwendraeth Farm, Priory Street, Kidwelly	IWEC International
2	S/29420	Full Planning	Construction of 20 space overflow car park and pathway improvements	Kidwelly Quay	CCC
3	S/29385	Full planning	Garage	1 Gwendraeth Town, Kidwelly	Huw Jones
4	S/29435	Full Planning	Demolition of garage and extension for kitchen and hallway	23 Maes y Parc, Kidwelly	Olga Sheen

##### **Planning outcomes**

1	W/28994	Small wind turbine	Penlan Isaf Farm, Ferryside	Peter Francis	Granted 05.12.13
1	S/28580	Replacement dwelling and annexe	Parc y Bocs Farm, Kidwelly	John Burns	Granted 23.12.13
2	S/29225	Bedroom extension and parking places	4 Shintor Fach, Mynydd y Garreg	Edwards Properties	Granted 02.01.14

#### **483 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council's "Land Disposal Policy" which is due for review. The town clerk will investigate the costs of a possible purchase and determine estimated valuation and conveyancing fees. The resident will be informed.

**484 STORM DAMAGE REVIEW**

Industrial Museum – ingress of water. Plans to fix the roof are in hand. The damaged painting is drying out and an opinion as to restoration is awaited. The insurance company has been informed.

Quay – Some pathways have been damaged and there is considerable debris along the sea side of the canal which will need removal by a machine. The best ways of reinstating the area will be sought. The probation service will be approached to assist

**485 CORRESPONDENCE – JANUARY 2014**

1	Dyfrig Dalziel	This correspondence was dealt with in Minute 479. Note and <b>Close</b> this item.
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Note and **Close** this item.

**486 ANY OTHER BUSINESS – JANUARY 2014**

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

## KIDWELLY TOWN COUNCIL

11<sup>th</sup> FEBRUARY 2014

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennlian Centre, Kidwelly on Tuesday, 11<sup>th</sup> February 2014 at 6.30pm.

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

The Mayor welcomed the two newly elected members, councillors J.Mayne and A.Jenkins.

### **538 MEMBERS' DECLARATIONS OF INTEREST**

Minute 544 – Councillors T.Burns and S.John left the room.

### **Matters arising from the Estates Committee Meeting of 21<sup>st</sup> January 2014**

#### **539 CEMETERY**

##### 1. Maintenance

[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] Poppies – the gardening club will be asked for advice on the feasibility of creating a poppy garden in the lower part of the cemetery field, as part of the 100year commemoration of the outbreak of World War 1

##### 2. Green Burials

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

#### **540 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.

#### **541 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.

#### **542 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.

#### **543 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

Tenders for maintenance for the year 2014-2015 have to be returned by the next Estates Committee.

A Task and Finish sub group is to be set up to create a long term strategy for the management of the estate. The Town Clerk will set the parameters and provide clear terms of reference for the group.

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

The tenant has stated that he no longer wishes to hold the lease and asked for assistance in finding a tenant to take over the lease. The Town Clerk has taken legal advice as to the procedure for terminating the lease and the resulting financial implications involved. He will meet with the tenant to discuss the issue.

Water from this land is flooding the bridleway. The Town Clerk is in discussion with the footpaths officers as to the best way to drain this area. There may be money in the footpath budget to carry out this work.

#### **545 TENDERS FOR ESTATES MAINTENANCE 2014-2015**

The tenders for the estate maintenance contract are due in before the next Estates Committee meeting.

#### **546 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council's "Land Disposal Policy" which is due for review. The resident has been informed that she will be responsible for paying the fees of the District Valuer. She is considering the matter further.

#### **547 STORM DAMAGE REVIEW**

Industrial Museum – ingress of water. Plans to fix the roof are in hand. The damaged painting is drying out and an opinion as to restoration is awaited. The insurance company has been informed.

Quay – Some pathways have been damaged and there is considerable debris along the sea side of the canal which will need removal by a machine. The contractors working on Phase 3 have been asked for a quotation for the work as their heavy plant machinery will be on site.

#### **548 TENDERS**

GL2 - It was **RESOLVED** to accept the tender of £100 per annum for a 3 year period.

GL3 – It was **RESOLVED** to accept the tender of £61 per annum for a 3 year period

GL6 – It was **RESOLVED** to accept the tender of £633.88 per annum for a five year period

GLA11 – It was **RESOLVED** to accept the tender of £361 per annum for a three year period

GLH2 – No tenders were received. It was **RESOLVED** to seek quotes for fencing the land.

#### **549 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/29542	Full Planning	Change of use from agricultural field to seasonal touring caravan and camping site 20 pitches	Waungadog Farm, Kidwelly	Dyfrig Dalziel

The Town Clerk will inform the planning officer of the support of the council.

##### **Planning outcomes**

1	S/29226	Detached dwelling and parking	4 Shintor Fach, Mynydd y Garreg	Edwards Properties	Granted 13.01.14
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#### **550 WILLOW PLANTING IN PARC STEPHENS**

A suggestion of planting willow trees in Parc Stephens to help with drainage had been received. This matter will be considered further when the asset transfer of the park has been finalised. Note and **Close**.

#### **551 CORRESPONDENCE – FEBRUARY 2014**

1	Gareth Davies	Flooding at 19 Meinciau Road was reported. A site visit has taken place. The county council are investigating the causes. Information is awaited. For clarity this item will be renamed "Flooding at 19 Meinciau Road".
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#### **552 ANY OTHER BUSINESS – FEBRUARY 2014**

The Town Clerk informed members that repair work in the library was now complete. The county council and the librarian have been notified. Note and **Close** this item.



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

The tenant has stated that he no longer wishes to hold the lease and asked for assistance in finding a tenant to take over the lease. The Town Clerk has taken legal advice as to the procedure for terminating the lease and the resulting financial implications involved. He will meet with the tenant to discuss the issue.

Water from this land is flooding the bridleway. The Town Clerk is in discussion with the footpaths officers as to the best way to drain this area. There may be money in the footpath budget to carry out this work.

#### **611 TENDERS FOR ESTATES MAINTENANCE 2014-2015**

Four tenders for the estate maintenance contract had been received. It was **RESOLVED** to accept the lowest tender. This was from Countrywide Grounds Maintenance. Note and **Close** this item.

#### **612 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council's "Land Disposal Policy" which is due for review. The resident has been informed that she will be responsible for paying the fees of the District Valuer. She is considering the matter further.

#### **613 STORM DAMAGE REVIEW**

Quay – Some pathways have been damaged and there is considerable debris along the sea side of the canal which will need removal by a machine. The contractors working on Phase 3 have commenced work in the area and will be requested to assist in the clearance work.

Bridge Street – a permit to erect scaffolding has been applied for. This will enable an assessment of the roof to be made.

#### **614 FLOODING AT MEINCIAU ROAD**

The county council has undertaken a camera survey of the drainage pipes and advises the residents of the action that needs to be taken. To resolve the problem the owners of Nos 18 and 19 Meinciau Road will have to install drainage pipes on their own land. It was noted that water is flowing from higher up the mountain, possibly causing the flooding problem. The county council will be requested to investigate this.

#### **615 TENDERS**

GL 29 – it was **RESOLVED** to put the land to tender for a three year period– offers in excess of £90

GLH17 – it was **RESOLVED** to put the land to tender for a 3 year period– offers in excess of £400

GLH2 – a quotation of over £5k for fencing the land has been received. Further quotes from agricultural fencing erectors will be sought. A local resident has offered a nominal rent for the land, undertaking to fence and improve the land. This is being considered. A temporary fence will be erected to prevent horses being put into the field.

#### **616 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/29679	Full Planning	Mixed use of former farm shop as shop and cafe	Parc y Box, Carmarthen Road, Kidwelly	Burns Pet Nutrition

It was **RESOLVED** to support the application as it would provide safer access.

### **Planning outcomes**

1	S/29347	Garage conversion	Glangwendraeth Farm, Priory Street, Kidwelly	Mark Williams	Granted 13.02.14
2	S/29385	Construction of garage	1 Gwendraeth Town, Kidwelly	Huw Jones	Refused 20.02.14
3	S/29420	Construction of overflow car park	Kidwelly quay	CCC	Granted 05.03.14
4	S/29435	Demolition of garage, construction of kitchen and hallway	23 Maes y Parc, Kidwelly	Olga Sheen	Granted 04.03.14

### **617 RENTAL OF GL15, GL16, GL24**

This will be a matter for consideration by the “Task and Finish Group” Note and **Close** this item.

### **618 PURCHASE OF GL13 AND GLH14**

A request to purchase land at Waungadog has been received. The Town Clerk will inform the tenant of GL13 of the current policy on land disposal. This will be a matter for consideration by the “Task and Finish Group” Note and **Close** this item

### **619 CORRESPONDENCE – MARCH 2014**

1	John Jenkins	A request to expedite a maintenance agreement for Heol Ray Gravell has been received. Further application will be made to the county council to have them adopt the road.
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### **620 ANY OTHER BUSINESS – MARCH 2014**

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



## KIDWELLY TOWN COUNCIL

8<sup>th</sup> APRIL 2014

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennllian Centre, Kidwelly on Tuesday, 8<sup>th</sup> April 2014 at 6.30pm.

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

### **675 MEMBERS' DECLARATIONS OF INTEREST**

Minute 676 – Cllrs M.Thomas, R.Thomas

Minute 681 – Cllr T.Burns and S.John left the room

### **Matters arising from the Estates Committee Meeting of 11<sup>th</sup> March 2014**

#### **676 CEMETERY**

##### 1. Maintenance

[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] Memorial Garden – this area is in need of attention. A quote for paving the area has been sought. It was recognised that the site is on a slope, dangerous for visitors with limited mobility. A site visit will be carried out to assess the safety issues and to plan improvements.

Poppies – the gardening club has indicated that creating a poppy garden in the lower part of the cemetery field, (as part of the 100 year commemoration of the outbreak of World War 1) would necessitate ploughing the field to encourage poppy growth. This is not feasible.

##### 2. Green Burials

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

#### **677 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.

#### **678 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.

#### **679 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.

#### **680 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group is to be set up to create a long term strategy for the management of the estate. The Town Clerk had previously circulated his proposed terms of reference for the group for observations. He recommended that chairs of committees are members of the group. It was **RESOLVED** that Councillor A.Jenkins be interim Chair of the group. It was further **RESOLVED** to accept the terms of reference set out by the town clerk.

It was noted that a fallen tree at the quay had been removed. It was reported that a resident had volunteered to remove fallen trees from Glan yr Afon. The town clerk will contact the gentleman.

The town clerk will put in place a process for identifying Health & Safety risks throughout the estate.

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

[a] Tenancy - The tenant has stated that he no longer wishes to hold the lease and asked for assistance in finding a tenant to take over the lease. The Town Clerk has met the tenant and informed him that he is responsible for finding a sub-lesor.

[b] Flooding - Water from this land is flooding the bridleway. The Town Clerk is in discussion with the footpaths officers as to the best way to drain this area. There is money in the footpath budget to carry out this work, probably in the autumn.

#### **682 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council's "Land Disposal Policy" which is due for review. The resident has been informed that she will be responsible for paying the fees of the District Valuer. She is considering the matter further.

#### **683 STORM DAMAGE REVIEW**

Quay – Some pathways have been damaged and there is considerable debris along the sea side of the canal which will need removal by a machine. The new contractor has agreed to carry out this work.

Bridge Street – Scaffolding has been erected at the front elevation. An assessment of the roof has shown considerable damage to tiles. An assessment will be carried out on the roof at the rear of the building as soon as scaffolding is erected in Station Road.

#### **684 FLOODING AT MEINCIAU ROAD**

The county council has undertaken a camera survey of the drainage pipes and advises the residents of the action that needs to be taken. To resolve the problem the owners of Nos 18 and 19 Meinciau Road will have to install drainage pipes on their own land. It was noted that water is flowing from higher up the mountain, possibly causing the flooding problem. The county council will be, again, requested to investigate this.

#### **685 CORRESPONDENCE – MARCH 2014**

1	John Jenkins	A request to expedite a maintenance agreement for Heol Ray Gravel has been received. The county council has indicated that the road is not suitable for adoption. Mr Jenkins will be informed.
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#### **686 TENDERS**

GL 29 – it was **RESOLVED** to accept the tender of £92 for a three year tenancy.

GLH17 – it was **RESOLVED** to accept the tender of £500 for a 3 year tenancy.

GLH2 – a quotation of over £5k for fencing the land has been received. A further quote from agricultural fencing erector has been requested. A local resident has offered a nominal rent for the land, undertaking to fence and improve the land. This is being considered. A temporary fence has been erected to prevent horses being put into the field.

## **687 PLANNING**

### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/29830	Full Planning	Detached dwelling and parking bays	4 Shintor Fach	Wyn Edwards
2	S/29819	Discharge of planning condition	Landscaping issues	Morfa Maen development	WRW Group

### **Planning outcomes**

1	S/29542	Seasonal caravan and camping site	Waungadog Farm, Kidwelly	Dyfrig Dalziel	Granted 28.03.14
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## **688 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mold in the premises. The rent will be frozen until the matter can be investigated.

## **689 OIL SPILLAGE INTO POND AT QUAY**

A film of oil has been seen on the pond. Thanks were expressed to councillor A.Jenkins for supplying photographs. Natural Resources Wales has been informed and will investigate. Note and **Close** this item.

## **690 FOOTPATH AT SIDINGS – DOG WASTE**

Dog fouling on the footpath at the sidings has been reported to the enforcement officer of the county council. Names of resident dog owners have been supplied. A dog warden will be informed. Note and **Close** this item.

## **691 LAND LOCKED LAND**

GL16 and GL24 – GL 16 has been (historically) divided into 2 separated areas, one of them being landlocked. It was **RESOLVED** to join the northern section of GL16 to GL24 so access can be achieved. The smaller GL16 and the larger GL24 will be put to tender once the new land areas have been calculated. GLA9 – this area will be considered by the Task and Finish Group. Note and **Close** this item.

## **692 CORRESPONDENCE – APRIL 2014**

Sale of 2 Bridge Street - The town clerk reported that 3 offers had been received.  
[1] £70k [2] £100k [3] £115k.

## **693 ANY OTHER BUSINESS – APRIL 2014**

Library closure. It was reported that mis-information regarding the library closure is circulating in the town. The town clerk has had no contact from the county council regarding the alleged closure, neither has he had a response to his enquiries as to their proposals. A notice will be put up in the window at 2 Bridge Street stating the position of the town council regarding the library. This matter will be considered further by the General Purposes Committee. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

13<sup>th</sup> MAY 2014

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennllian Centre, Kidwelly on Tuesday, 13<sup>th</sup> May 2014 at 6.30pm.

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

Apologies - Councillors

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

Minute 47 [1] – Councillor H.Jones left the room

Minute 47 [3] - Councillors T. Burns and S. John left the room

### **Matters arising from the Estates Committee Meeting of 8<sup>th</sup> April 2014**

#### **34 CEMETERY**

1. Maintenance

Memorial Garden – the gradient is considered too steep and a quote for rectifying this has been sought. A quote for paving the area has also been sought.

2. Green Burials

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

#### **35 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.

#### **36 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.

#### **37 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.

#### **38 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group has been set up to create a long term strategy for the management of the estate. One meeting has taken place. Costs for delegating the management of the estate to an external estates manager have been sought. The chair of the committee will arrange the next meeting.

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

[a] Tenancy - The tenant has stated that he no longer wishes to hold the lease and asked for assistance in finding a tenant to take over the lease. The Town Clerk reported that an alternative tenant may have come forward. Discussions will take place with the parties concerned.

[b] Flooding - Water from this land is flooding the bridleway. The Town Clerk is in discussion with the footpaths officers as to the best way to drain this area. There is money in the footpath budget to carry out this work, probably in the autumn.

### **40 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council's "Land Disposal Policy" which is due for review. The resident has been informed that she will be responsible for paying the fees of the District Valuer. She is considering the matter further.

### **41 STORM DAMAGE REVIEW**

Quay/Canal – a group of volunteers has come forward to clear the area of debris. The town clerk will ensure that insurance cover is available for this work.

Bridge Street – Storm damage repairs have been completed.

### **42 FLOODING AT MEINCIAU ROAD**

The county council has undertaken a camera survey of the drainage pipes and advises the residents of the action that needs to be taken. To resolve the problem the owners of Nos 18 and 19 Meinciau Road will have to install drainage pipes on their own land. The county council has confirmed that no flooding has occurred because of problems on land owned by the town council. Note and **Close** this item.

### **43 LAND KNOWN AS GLH2**

A quotation of over £5k for fencing the land has been received. A further quote from agricultural fencing erector has been requested. A local resident has offered a nominal rent for the land, undertaking to fence and improve the land. This is being considered. A temporary fence has been erected to prevent horses being put into the field.

### **44 CORRESPONDENCE – MARCH 2014**

1	Mr John Jenkins	A request to expedite a maintenance agreement for Heol Ray Gravel has been received. The county council has indicated that the road is not suitable for adoption. Mr Jenkins will be informed. For clarity, this item will be renamed "Heol Ray Gravel".
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### **45 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mold in the premises. The rent will be frozen until the matter can be investigated.

### **46 TENDERS**

GL 19 – It was **RESOLVED** to put the land to tender for a three year period – offers in excess of £60

### **47 PLANNING**

#### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/29983	Full Planning	Replacing existing garage	1 Gwendraeth Town, Kidwelly	Huw Jones
2	S/30053	Full Planning	Removing grassed area and replacement tarmacadam	Land at Morfa Maen	CCC
3	S/50054	Full Planning	Renovation & extension	Gwenllian Court Hotel	Tegwen Burns

## **Planning outcomes**

1	S/29679	Mixed use of former farm shop as shop and cafe	Parc y Box, Carmarthen Road, Kidwelly	Burns Pet Nutrition	Granted 22.04.14
2	W/28748	Wind turbine 24.6m hub height	Field off Portway, Llansaint	Alun Bennet	Refused 04.04.14

### **48 CORRESPONDENCE – MAY 2014**

This matter was considered at Minute 39 [a]. Note and **Close** this item.

### **49 ANY OTHER BUSINESS – MAY 2014**

1. The old Noticeboard will be taken from the wall of the former offices – Station Road.
2. The gate at Glan yr Afon is being repaired.
3. The information board at Glan yr Afon is to be repaired.

Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

**10<sup>th</sup> JUNE 2014**

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennllian Centre, Kidwelly on Tuesday, 10<sup>th</sup> June 2014 at 6.30pm.

Present:- Town Mayor	F.Burke-Lloyd
Deputy Mayor	A.Jenkins
Chair	S.John
Councillors:	R.Davies, M.Thomas, H.Jones, J.Gilasbey, P.Davies
Town Clerk	Lyn Llewellyn
Town Secretary	Anna Padgett
Apologies - Councillors	J.Mayne, T.Burns K.Davies

### **98 MEMBERS' DECLARATIONS OF INTEREST**

Minute 118 [2] Councillor S.John

### **Matters arising from the Estates Committee Meeting of 13<sup>th</sup> May 2014**

#### **99 CEMETERY**

##### 1. Maintenance

Memorial Garden – the gradient is considered too steep and a quote for rectifying this has been sought. No quote for paving the area has been received as yet.

##### 2. Green Burials

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

#### **100 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.

#### **101 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.

#### **102 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.

#### **103 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group has been set up to create a long term strategy for the management of the estate. The next meeting is to be arranged.

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

[a] Tenancy - The tenant has stated that he no longer wishes to hold the lease and asked for assistance in finding a tenant to take over the lease. The Town Clerk reported that an alternative tenant may have come forward. Discussions will take place with the parties concerned.

[b] Flooding - Water from this land is flooding the bridleway during the winter months and at times of heavy rainfall. The county council has agreed to carry out remedial drainage works. Plans for the work to be done are awaited.

#### **105 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council's "Land Disposal Policy" which is due for review. The resident has been informed that she will be responsible for paying the fees of the District Valuer. She is considering the matter further.

#### **106 STORM DAMAGE REVIEW**

Quay/Canal – a group of volunteers has come forward to clear the area of debris. The town clerk will ensure that insurance cover is available for this work.

#### **107 LAND KNOWN AS GLH2**

A quotation of over £5k for fencing the land has been received. A further quote from agricultural fencing erector has been requested. A local resident has offered a nominal rent for the land, undertaking to fence and improve the land. This is being considered. A temporary fence has been erected to prevent horses being put into the field.

#### **108 HEOL RAY GRAVELL**

A request to expedite a maintenance agreement for Heol Ray Gravel had been received. The county council has indicated that the road is not suitable for adoption.

#### **109 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mold in the premises.

#### **110 TENDERS**

GL 19 – It was **RESOLVED** to accept the tender of £100 per annum for a three year period

#### **117 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/30141	Variation	Variation of S/30141 – extension of time	Land off Stockwell Lane	Mr & Mrs Smith
2	S/30230	Full Planning	Rear extension	13 Maes y Parc, Kidwelly	Mr Matthew Jones
3	S/30279	Full Planning	Extension & internal alterations	Millands Farm, Carmarthen Road, Kidwelly	Mr & Mrs Jay Murphy

No observations were made

##### **Planning outcomes**

1	S/29830	Detached dwelling and parking bays	4 Shintor Fach, Mynydd y Garreg	Wyn Edwards	Granted 22.04.14
2	S/29983	Replacement of existing garage	1 Gwendraeth Town, Kidwelly	Huw Jones	Granted 27.05.14



## **118 CORRESPONDENCE – JUNE 2014**

1	David Dorn	Mr Dorn brought up several issues relating to the condition of the estate:- Missing interpretation panel and damaged fencing at Glan yr Afon and waste bins overflowing. These matters will be rectified. The overgrown area at the Slaughter House and the fencing in the canal are matters that will be referred to the county council. Note and <b>Close</b> this item.
2	Tegwen Burns	Members were informed that the area around the council garage had been cleared of undergrowth and hardcore had been laid. The invoice for hardcore had been referred to the Finance Committee. Note and <b>Close</b> this item.

## **119 ANY OTHER BUSINESS – JUNE 2014**

1. Land on Mynydd y Garreg mountain – it was reported that a former tenant has livestock on council property and allegedly has claimed a government subsidy. A Freedom of Information request will be made to ascertain whether this is accurate. For clarity this item will be renamed “Unauthorised use of council land”
2. It was noted that the ramp to the offices is in need of urgent repair.
3. A meeting with the Sporting Association will be set up to discuss the progress of the asset transfer of the parks and play areas.



[b] Flooding - Water from this land is flooding the bridleway during the winter months and at times of heavy rainfall. The county council has agreed to carry out remedial drainage works. Plans for the work to be done are awaited.

**186 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The sale of land is determined by the council’s “Land Disposal Policy” which is due for review. The resident has been informed that she will be responsible for paying the fees of the District Valuer. She is considering the matter further.

**187 STORM DAMAGE REVIEW**

Quay/Canal – a group of volunteers has come forward to clear the area of debris. The town clerk will ensure that insurance cover is available for this work.

**188 LAND KNOWN AS GLH2**

A quotation of over £5k for fencing the land has been received. A further quote from agricultural fencing erector has been requested. A local resident has offered a nominal rent for the land, undertaking to fence and improve the land. This is being considered. A temporary fence has been erected to prevent horses being put into the field.

**189 HEOL RAY GRAVELL**

A request to expedite a maintenance agreement for Heol Ray Gravel had been received. The county council has indicated that the road is not suitable for adoption.

**190 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mould in the premises.

**191 TENDERS**

GL 22 – It was **RESOLVED** to put the land to tender offers in excess of £85

GL H1 – It was **RESOLVED** to put the land to tender offers in excess of £965

**192 PLANNING**

**Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/30294	Full	Extension & 1 <sup>st</sup> floor addition	1 Heol Gwelfor, Kidwelly	Robert Mansfield
2	S/30307	Full	Single storey extension	36 Parc y Garreg, Mynydd y Garreg	Daniel Davies
3	S/30372	Full	Disabled WC & A1 retail unit	Parc y Box Farm	Burns Pet Nutrition
4	S/30382	Full	2 retirement bungalows	Former Butter Factory, Station Road, Kidwelly	Morgan Construction Ltd
5	S/30429	Full	2 storey rear extension	33 Ferry Road, Kidwelly	S.Jones

No observations were made.

## **Planning outcomes**

1	S/30054	Renovation of hotel	Gwenllian Court, Mynydd y Garreg	Tegwen Burns	Granted 12.06.14
2	S/30053	Parking area	Morfa Maen, Kidwelly	CCC	Withdrawn 24.06.14

### **193 LANE AT PANT Y GARLLEG**

The owner of Pant y Garlleg has indicated that the lane, which he uses to access his property, is in a state of disrepair, due mainly to water erosion. The lane is not owned by the town council. Some members wished to make a site visit to consider access issues that could arise if the owner of Pant y Garlleg were to register the lane.

### **194 GL20 – TEMPORARY STABLE BLOCK**

It was agreed that a temporary stable block could be erected on land known as GL20. The tenant will be advised to ensure he complies with planning regulations. Note and **Close** this item.

### **195 COTSWOLD STONE MEMORIAL**

A request to erect a memorial stone, in the Memorial Garden, made of Cotswold stone has been received. The family of the deceased is uncertain as to its requirements. The Chair will meet with a family member to explore the options of erecting a memorial plaque.

### **196 CORRESPONDENCE – JULY 2014**

1	Mr Dorn	Glan yr Afon interpretation panel – Cllr J.Mayne will replace the broken frame which houses the panel.
2	Mrs Hughes	Mrs Hughes licensee of GS4 has given notice of her intention to terminate the license at the end of March 2015. Note and <b>Close</b> this item.

### **197 ANY OTHER BUSINESS – JULY 2014**

1. Due to industrial action, the county council will not be able to open or close the town toilets on Thursday 10<sup>th</sup> July 2014. Cllr J.Gilasbey will undertake this task. Cllr M.Thomas wished it noted that he was not in favour of this action as it would be undermining the strike action.

It was noted that some of the keys provided for the new toilet doors do not work.

2. Members were informed that the contractors had broken a window of a house in Abbey Street, adjacent to Plough Gardens. It had been repaired. Steps will be taken to ensure it does not happen again.

3. Members were informed that Mr Percy Thorpe, former councillor had died and his funeral would be held on 10<sup>th</sup> July 2014 at St Mary's Church.

## KIDWELLY TOWN COUNCIL

**9<sup>th</sup> SEPTEMBER 2014**

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennlian Centre, Kidwelly on Tuesday 9<sup>th</sup> September 2014 at 6.30pm.

Present:- Town Mayor	F.Burke-Lloyd
Deputy Mayor	
Chair	T.Burns
Councillors:	R.Davies, M.Thomas, H.Jones, J.Gilasbey, J.Mayne, S.John, K.Davies, L.Jones, L.Poynting
Town Clerk	Lyn Llewellyn
Town Secretary	Anna Padgett
Apologies - Councillors	A.Jenkins, P.Davies

Councillor Lois Poynting was sworn in as co-opted councillor for Castle Ward and welcomed as a member of Kidwelly Town Council.

### **256 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 8<sup>th</sup> July 2014**

#### **257 CEMETERY**

##### 1. Maintenance

Memorial Garden – the gradient is considered too steep for acceptable access. Quotes for laying a slab pathway will be sought as a matter of urgency. A risk assessment of the cemetery is required. The Project Officer will re-circulate all information on cemetery development that she has previously researched.

A complaint has been received regarding grass cuttings being left to adhere to the gravestones after cutting. This has been passed on to the contractors. A meeting with the contractors will be arranged to consider the schedule of work contracted for and adjust the specification where necessary. A site visit of councillors will take place on 15<sup>th</sup> September 2014 at 6.30pm at the cemetery.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Information previously sourced will be re-distributed to members.

#### **258 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.

#### **259 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.

#### **260 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.

#### **261 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group has been set up to create a long term strategy for the management of the estate. A meeting will be held on 16<sup>th</sup> September 2014.

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

[a] Tenancy - The tenant has stated that he no longer wishes to hold the lease and asked for assistance in finding a tenant to take over the lease. The Town Clerk reported that an alternative tenant may have come forward. Discussions will take place with the parties concerned.

[b] Flooding - Water from this land is flooding the bridleway during the winter months and at times of heavy rainfall. The county council has agreed to carry out remedial drainage works. Plans for the work to be done are awaited.

#### **263 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The resident has been informed that she will be responsible for paying the fees of the District Valuer and solicitor. She has stated that she is reluctant to pay for a valuation if it turns out to be too expensive for her to purchase.

This matter will be considered by the Task & Finish Group on 16<sup>th</sup> September 2014.

#### **264 STORM DAMAGE REVIEW**

Quay/Canal – a group of volunteers has cleared the area of debris. Note and **Close** this item.

#### **265 LAND KNOWN AS GLH2**

A quotation of over £5k for fencing the land has been received. Further quotes from agricultural fencing erectors will be requested. A temporary fence has been erected to prevent horses being put into the field.

#### **266 HEOL RAY GRAVELL**

A request to expedite a maintenance agreement for Heol Ray Gravel had been received. The county council has indicated that the road is not suitable for adoption.

#### **267 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mould in the premises.

#### **268 LANE AT PANT Y GARLLEG**

The owner of Pant y Garlleg has indicated that the lane, which he uses to access his property, is in a state of disrepair, due mainly to water erosion. The lane is not owned by the town council. The county councillor will request the highways officer to look at the problem.

#### **269 COTSWOLD STONE MEMORIAL**

A request to erect a memorial stone, in the Memorial Garden, made of Cotswold stone has been received. The family of the deceased is uncertain as to its requirements. The Chair will meet with a family member to explore the options of erecting a memorial plaque.

## **270 CORRESPONDENCE JULY 2014**

1	Mr Dorn	Glan yr Afon interpretation panel – Cllr J.Mayne will replace the broken frame which houses the panel. The work is nearing completion.
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## **271 TENDERS**

GL 22 – It was **RESOLVED** to accept the tender of £86 per annum for 3 years

GL H1 – It was **RESOLVED** to accept the tender of £1000 per annum for 3 years

## **272 PLANNING**

### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/30577	Full Planning	12 two storey dwellings	Parc Pendre, Kidwelly	CCC
2	S/30578	Full Planning	18 two storey dwellings	Parc Pendre, Kidwelly	CCC
3	S/30635	Full Planning	3 bedroom residential dwelling	Former community centre, Castle school	Robert Taylor
4	S/30382	Full Planning	2 retirement bungalows	Former Butter factory, Kidwelly	Morgan Construction
5	S/30701	Full Planning	Lean-to extension for garage	9 Alstred Street Kidwelly	Steven Jones
6	S/30715	Advertisement	1 double aspect sign	120 Water Street Kidwelly	Ian Smith

Item 6 will be supported.

### **Planning outcomes**

1	S/30294	Single storey extension	1 Heol Gwelfor, Mynydd y Garreg	Robert Mansfield	Granted 08.07.14
2	S/30307	Single storey extension	36 Parc y Garreg, Mynydd y Garreg	Daniel Davies	Granted 16.07.14
3	S/30230	Rear extension	13 Maes y Parc	Matthew Jones	Granted 17.07.14
4	S/30372	Retail unit	Parc y Box Farm, Kidwelly	John Burns	Granted 04.08.14

## **273 TERMINATION OF TENANCY H10 & A8**

The tenancy of H10 & A8 has terminated due to lack of payment of rent. Rent arrears of £468.06 are outstanding This matter will be considered by the Task & Finish group on 16<sup>th</sup> September 2014. Horeb Chapel had previously requested that part of this land be granted to the chapel to improve access. This will not now be required.

**274 RENTAL OF GL15, GL16, GL24**

This matter will be considered by the Task & Finish Group on 16<sup>th</sup> September 2014.

**275 CORRESPONDENCE – SEPTEMBER 2014**

1	Ellie Hobden	A request to site a wedding marquee at the Quay in August 2015 has been received. The feasibility of this will be investigated. Insurance and health & safety issues will be considered. It was noted that previous events (where alcohol was consumed) had caused concern because of the nearness of the canal and the sea.
2	Val Newton	This matter was considered at Minute 257 above. Note and <b>Close</b> as correspondence.
3	Mrs Walters	This matter was considered at Minute 263 above. Note and <b>Close</b> as correspondence.
4	Mr Hall	A request to rent GL28 has been received. This will be considered by the Task & Finish Group on 16 <sup>th</sup> September 2014. For clarity this item will be re-named “Request to rent GL28 [1]”. Note and <b>Close</b> as correspondence.
5	Mr P.Ewards Ms C.Young	A request to rent GL28 and A4 has been received. This will be considered by the Task & Finish Group on 16 <sup>th</sup> September 2014. For clarity this item will be re-named “Request to rent GL28 [2]”. Note and <b>Close</b> as correspondence.

**276 ANY OTHER BUSINESS – SEPTEMBER 2014**

The possibility of additional parking spaces at the rear of St Mary’s Church will be considered at the next meeting of the Estates Committee on 14<sup>th</sup> October 2014. Note and **Close** this item.



## KIDWELLY TOWN COUNCIL

14<sup>th</sup> OCTOBER 2014

At a Meeting of the **ESTATES COMMITTEE** held in the Gwenllian Centre, Kidwelly on Tuesday 14<sup>th</sup> October 2014 at 6.30pm.

Present:- Town Mayor	F.Burke-Lloyd
Chair	T.Burns
Councillors:	R.Davies, M.Thomas, S.John, L.Poynting, L.Jones
Town Secretary	Anna Padgett
Apologies - Councillors	A.Jenkins, P.Davies, J.Gilasbey, J.Mayne, K.Davies, H.Jones
Town Clerk	Lyn Llewellyn

### **324 MEMBERS' DECLARATIONS OF INTEREST**

Minute 344 [1], [4], [6] Councillors T.Burns and S.John left the room

Minute 344 [7] Councillor L.Jones

### **325 LETTER OF SUPPORT FOR THE HERITAGE TRUST**

The Heritage Trust has requested a letter indicating the town council's commitment to housing the council offices in the former town hall when refurbishment has been carried out. The letter will support a grant application. It was **RESOLVED** to fully support the refurbishment of the former town hall and will "in principle" consider occupying the building when the restoration is complete. Note and **Close** this item.

### **Matters arising from the Estates Committee Meeting of 9<sup>th</sup> September 2014**

#### **326 CEMETERY**

##### 1. Maintenance

A site visit of councillors took place on 15<sup>th</sup> September 2014 at 6.30pm.

Memorial Garden – the sloping ground is considered too steep for acceptable access and the gradient needs surveying. Further clarification is needed for DDA compliance. A quote has been received for widening the path, but it was recognised that this work will not be sufficient.

It was noted that roots of the cherry tree had lifted a slab. The root will be cut back and the slab replaced securely.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Information previously sourced was re-distributed to members who were requested to consider how this area of the cemetery was to be developed.

#### **327 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.

#### **328 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.

#### **329 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.

### **330 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group has been set up to create a long term strategy for the management of the estate. A meeting was held on 16<sup>th</sup> September 2014 and new councillors were briefed on estate matters. The remit set for the group is in need of clarification and options for land management need specifying. It was recognised that checks on good husbandry by council tenants is inadequate. The possibility of a bond for tenants will be investigated. Minutes of meetings will be produced.

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

[a] Tenancy - The tenant has stated that he no longer wishes to hold the lease. The Town Clerk has met with a possible alternative tenant. Discussions will take place with the parties concerned as considerable work is needed to bring the land back into good agricultural use.

[b] Flooding - Water from this land floods the bridleway during the winter months and at times of heavy rainfall. The county council has now completed extensive remedial drainage works. Note and **Close** this item.

### **332 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The resident has been informed that she will be responsible for paying the fees of the District Valuer and solicitor. She has stated that she is reluctant to pay for a valuation if it turns out to be too expensive for her to purchase.

Negotiation regarding possible rental of the land will be made.

### **333 LAND KNOWN AS GLH2**

Before the land can be fenced, the ground needs to be cleared of brambles and overgrowth. A quote of £350 has been received. It was **RESOLVED** to carry out the land clearance work.

### **334 HEOL RAY GRAVELL**

A request to expedite a maintenance agreement for Heol Ray Gravel had been received. The county council has indicated that the road is not suitable for adoption.

### **335 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mould in the premises.

### **336 LANE AT PANT Y GARLLEG**

The owner of Pant y Garlleg has indicated that the lane, which he uses to access his property, is in a state of disrepair, due mainly to water erosion. The lane is not owned by the town council. The county councillor has had a site visit with the highways officer. A diversion at the upper part of the land has caused problems. Further details are awaited.

### **337 COTSWOLD STONE MEMORIAL**

A request to erect a memorial stone, in the Memorial Garden, made of Cotswold stone has been received. The family of the deceased is uncertain as to its requirements. The Chair will meet with a family member to explore the options of erecting a memorial plaque.

### **338 CORRESPONDENCE JULY 2014**

1	Mr Dorn	Glan yr Afon interpretation panel – Cllr J.Mayne has replaced the broken frame which houses the panel. It will be re-installed during the next week. Note and <b>Close</b> this item.
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### **339 TERMINATION OF TENANCY H10 & A8**

The tenancy of H10 & A8 has terminated due to lack of payment of rent. Rent arrears of £468.06 are outstanding. A check will be made to ensure all cattle have been removed from the land. Recovery of debt will be initiated.

### **340 RENTAL OF GL15, GL16, GL24**

The northern section of GL24 will become part of GL16 due to access issues. GL16 will be left fallow until the spring

The remaining part of GL24 will be put to tender – offers in excess of £280 – for a 5 year tenancy.

GL15 will be put to tender – offers in excess of £280 – for a 5 year tenancy

This matter will be considered further under “Tenders” in the next meeting of the Estates Committee on 11<sup>th</sup> November 2014. Note and **Close** this item.

### **341 REQUEST TO RENT GL28**

2 requests have been received to rent GL28

The land will be put to tender – offers in excess of £50 – for a 3 year tenancy. A caveat will be attached requiring the tenant to reinstate the land as grazing land and maintain the hedging.

The interested parties will be informed of this and a different access route will be suggested.

This matter will be considered further under “Tenders” in the next meeting of the Estates Committee on 11<sup>th</sup> November 2014. Note and **Close** this item.

### **342 CORRESPONDENCE – SEPTEMBER 2014**

1	Ellie Hobden	A request to site a wedding marquee at the Quay in August 2015 had been received. The request has subsequently been withdrawn. Note and <b>Close</b> this item.
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### **343 TENDERS**

There were no tenders due.

### **344 PLANNING**

#### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/30815	Full Planning	Installation of commercial waste sewage treatment plant	Parc y Box farm, Kidwelly	Burns Pet Nutrition
2	S/30840	Full Planning	Change of use to restaurant to sell hot food and alcohol	Bowls Club, 38 Lady Street, Kidwelly	Glynn Froggatt
3	S/30841	Full Planning	Detached 3-4 bedroom Dormer bungalow	Land off Heol yr Ysgol, Mynydd y Garreg	Nathan Jones
4	S/30871	Full Planning	Temporary timber chalet	Park House, Carmarthen Road, Kidwelly	Burns Pet Nutrition
5	S/30910	Full Planning	Shower block for caravan site	Waungadog Farm, Kidwelly	Dyfrig Dalziel
6	S/30928	Full Planning	Children’s Play Area	Parc y Box Farm, Kidwelly	Burns Pet Nutrition
7	S/30941	Full Planning	Decking in rear garden	83 Parc y Garreg, Mynydd y Garreg	Leighton Davies
8	S/30966	Full Planning	New dwelling	Plot at Penyrerw, Horeb Road, Mynydd y Garreg	Gaynor O’Shea

It was noted that the planning consultation process was time sensitive and many applications had been considered by the county council before the town council could consider them at the Estates Committee meetings. Planning Application Consultation Letters will be e-mailed directly to councillors to enable them to view the planning portal on-line and to make observations on an individual basis if they think necessary.

**Planning outcomes**

1	S/30382	2 retirement bungalows	Former butter factory, Kidwelly	Paul Morgan	Granted 10.09.14
2	S/30429	2 storey rear extension	33 Ferry Road, Kidwelly	S.Jones	Granted 16.09.14
3	S/30715	Double aspect sign	120 Water Street	Ian Smith	Granted 01.10.14
4	S/29819	Parking and turning facilities	Land at Morfa Maen	Andrew Collins	Granted 01.10.14
5	S/30701	Single storey lean-to extension	9 Alstred Street, Kidwelly	Steven Jones	Granted 06.10.14

**345 ADDITIONAL PARKING PLACES AT REAR OF CHURCH**

A map of the area at the rear of the church had been circulated. It was noted that much of the land is not in use. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. Members were requested to consider the matter.

**346 CORRESPONDENCE – OCTOBER 2014**

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

**347 ANY OTHER BUSINESS – OCTOBER 2014**

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

## KIDWELLY TOWN COUNCIL

**11<sup>th</sup> NOVEMBER 2014**

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennlian Centre, Kidwelly on Tuesday 11<sup>th</sup> November 2014 at 6.30pm.

Present:- Town Mayor  
Deputy Mayor           A.Jenkins  
Chair                       T.Burns  
Councillors:           R.Davies, M.Thomas, S.John, L.Poynting,  
                                  P.Davies, J.Gilasbey, J.Mayne, K.Davies, H.Jones  
Town Clerk             Lyn Llewellyn  
Town Secretary       Anna Padgett  
Apologies - Councillors   L.Jones, F.Burke-Lloyd

### **391 MEMBERS' DECLARATIONS OF INTEREST**

Minute 407 – Councillor J.Gilasbey

### **Matters arising from the Estates Committee Meeting of 14<sup>th</sup> October 2014**

#### **392 CEMETERY**

##### 1. Maintenance

Memorial Garden – the sloping ground is considered too steep for acceptable access and the gradient needs surveying. Further clarification is needed for DDA compliance. A quote has been received for widening the path, but it was recognised that this work will not be sufficient.

The roots of a cherry tree which were protruding onto the path have been removed. The slabs will be replaced as soon as the rain ceases.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Information previously sourced was re-distributed to members who were requested to consider how this area of the cemetery was to be developed.

#### **393 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.

#### **394 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.

#### **395 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.

### **396 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group has been set up to create a long term strategy for the management of the estate. A meeting was held on 16<sup>th</sup> September 2014 and minutes were circulated and agreed. The remit set for the group is in need of clarification and options for land management need specifying. It was recognised that checks on good husbandry by council tenants is inadequate. The possibility of a bond for tenants will be investigated.

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

Tenancy - The tenant has stated that he no longer wishes to hold the lease. The Town Clerk has met with a possible alternative tenant. Discussions will take place with the parties concerned as considerable work is needed to bring the land back into good agricultural use.

### **398 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The resident has been informed that she will be responsible for paying the fees of the land valuation and solicitor. The District Valuer has quoted £630 + VAT for his valuation. The town clerk will seek lower quotes.

### **399 LAND KNOWN AS GLH2**

Before the land can be fenced, the ground needs to be cleared of brambles and overgrowth. It was previously **RESOLVED** to carry out the land clearance work. A low dividing hedge was discovered while clearing the ground. The access into the second part of the field was only 1 metre wide. An entrance had to be made to access the upper level. Quotations had been received for hedging, ditching, removal of the dividing hedge and willow trees and bringing the land into a condition suitable for agricultural use. The cost effectiveness of this work was questioned. A site visit will be carried out to assess the situation.

### **400 HEOL RAY GRAVELL**

A request to expedite a maintenance agreement for Heol Ray Gravel had been received. The county council has indicated that the road is not suitable for adoption.

### **401 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mould in the premises.

### **402 LANE AT PANT Y GARLLEG**

The owner of Pant y Garlleg has indicated that the lane, which he uses to access his property, is in a state of disrepair, due mainly to water erosion. The lane is not owned by the town council. The county councillor has had a site visit with the highways officer, who suggested a soakaway be created in a field owned by the town council. A site visit will be carried out.

### **403 COTSWOLD STONE MEMORIAL**

A request to erect a memorial stone, in the Memorial Garden, made of Cotswold stone has been received. The family of the deceased is uncertain as to its requirements. The Chair will meet with a family member to explore the options of erecting a memorial plaque.

#### **404 TERMINATION OF TENANCY H10 & A8**

The tenancy of H10 & A8 has terminated due to lack of payment of rent. Rent arrears of £468.06 are outstanding. A check will be made to ensure all cattle have been removed from the land. Recovery of debt will be initiated.

#### **405 ADDITIONAL PARKING PLACES AT REAR OF CHURCH**

A map of the area at the rear of the church had been circulated. It was noted that much of the land is not in use. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. Quotes for land clearance will be sought. Possible planning requirements will be investigated.

#### **406 TENDERS**

GL9 – It was **RESOLVED** to put to tender for a 3 year tenancy– offers in excess of £175

GL13 – It was **RESOLVED** to put to tender for a 3 year tenancy– offers in excess of £300

GL15 – It was **RESOLVED** to accept the tender of £500 for a 5 year tenancy

GL24 – It was **RESOLVED** to accept the tender of £500 for a 5 year tenancy

GL28 – It was **RESOLVED** to accept the tender of £51 for a 3 year tenancy

Future tender documents will include the right to seek references for future tenants.

#### **407 PLANNING**

##### **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/31136	Full Planning	Placing handrail at steps from the Town Square to the rear gate of St Mary's Churchyard	Town Square, Kidwelly	Friends of St Mary's

##### **Planning outcomes**

1	S/30840	Change of use to restaurant	Bowls Club 38 Lady Street, Kidwelly	Glynn Froggatt	Granted 27.10.14
2	S/30941	Decking in rear garden	83 Parc y Garreg, Mynydd y Garreg	Leighton Davies	Granted 27.10.14
3	S/30815	Commercial sewage treatment plant	Parc y Box, Kidwelly	Burns Pet Nutrition	Granted 28.10.14
4	S/30928	Children's play area	Parc y Box, Kidwelly	Burns Pet Nutrition	Granted 28.10.14
5	S/30841	Detached 3-4 bedroom dormer bungalow	Heol yr Ysgol, Mynydd y Garreg	Nathan Jones	Granted 31.10.14
6	S/30910	Shower block	Waungadog Farm, Kidwelly	Dyfrig Dalziel	Granted 04.11.14

#### **408 ASSET TRANSFER OF THE QUAY**

Work has been completed. The lease has been prepared and awaits signing. The county council will be requested to pay for the legal costs involved. This matter will be referred to Full Council.

**409 UNREGISTERED LAND IN MYNYDD Y GARREG**

A triangle of land is unregistered. The residents have requested that the town council register the land, clear it of debris and make it suitable for public use as a seating/garden area. The school has expressed an interest in using the site for the children. Options, such as a grant from Tidy Towns, or assistance from the Probation Service will be considered.

**410 HEDGE CUTTING IN MYNYDD Y GARREG**

There is a row of hedging that needs cutting back. A site visit will be carried out to assess the extent of the work needed.

**411 CORRESPONDENCE – NOVEMBER 2014**

The county council has prepared an easement for their right of way over the town council owned Stockwell Lane. This would allow them access to county council land. It was **RESOLVED** to take legal advice as to future legal implications of allowing this easement. For clarity, this item will be re-named “Stockwell Lane”.

**412 ANY OTHER BUSINESS – NOVEMBER 2014**

It was reported that the interpretation panel, although completed, had not been installed because of inclement weather. It would be done within a week. It was noted that a second panel was in need of repair. This will be attended to. Note and **Close** this item.



## KIDWELLY TOWN COUNCIL

9<sup>th</sup> DECEMBER 2014

At a Meeting of the **ESTATES COMMITTEE** held in the Gwenllian Centre, Kidwelly on Tuesday 9<sup>th</sup> December 2014 at 6.30pm.

Present:- Chair	S.John
Councillors:	R.Davies, P.Davies, J.Gilasbey, J.Mayne, K.Davies
Town Clerk	Lyn Llewellyn
Town Secretary	Anna Padgett
Apologies - Councillors	F.Burke-Lloyd, A.Jenkins, T.Burns, M.Thomas, L.Poynting L.Jones, H.Jones

### **454 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 11<sup>th</sup> November 2014**

#### **455 CEMETERY**

##### 1. Maintenance

Memorial Garden – the sloping ground is considered too steep for acceptable access and the gradient needs surveying. Further clarification is needed for DDA compliance. A quote has been received for widening the path, but it was recognised that this work will not be sufficient.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Information previously sourced was re-distributed to members who were requested to consider how this area of the cemetery was to be developed.

#### **456 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.

#### **457 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.

#### **458 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.

#### **459 ESTATES TASK AND FINISH GROUP**

A Task and Finish sub group has been set up to create a long term strategy for the management of the estate. The remit set for the group is in need of clarification and options for land management need specifying. It was recognised that checks on good husbandry by council tenants is inadequate. The possibility of a bond for tenants will be investigated.

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

Tenancy - The tenant has stated that he no longer wishes to hold the lease. The Town Clerk has met with a possible alternative tenant. Discussions will take place with the parties concerned as considerable work is needed to bring the land back into good agricultural use.

#### **461 REQUEST TO PURCHASE GL11**

A request to purchase land known as GL11 has been made. The resident has been informed that she will be responsible for paying the fees of the land valuation and solicitor. The District Valuer has quoted £630 + VAT for his valuation. The town clerk has sought further quotes which are awaited.

#### **462 LAND KNOWN AS GLH2**

Before the land can be fenced, the ground needs to be cleared of brambles and overgrowth. It was previously **RESOLVED** to carry out the land clearance work. A low dividing hedge was discovered while clearing the ground. The access into the second part of the field was only 1 metre wide. An entrance had to be made to access the upper level. While clearing the land the contractor's machinery struck a metal bar and was damaged. An estimate of £200 has been received for the repairs. The contractor's insurance should cover this cost.

Quotations have been received for hedging, ditching, removal of the dividing hedge and willow trees and bringing the land into a condition suitable for agricultural use.

#### **463 HEOL RAY GRAVELL**

A request to expedite a maintenance agreement for Heol Ray Gravel had been received. The county council has indicated that the road is not suitable for adoption. The town clerk will familiarise himself with this ongoing problem.

#### **464 RENT APPEAL - HAIRDRESSER**

The hairdresser has appealed against the increase in rent. She has stated that there is mould in the premises.

#### **465 LANE AT PANT Y GARLLEG**

The owner of Pant y Garlleg has indicated that the lane, which he uses to access his property, is in a state of disrepair, due mainly to water erosion. The lane is not owned by the town council. The county councillor has had a site visit with the highways officer, who suggested a soakaway be created in a field owned by the town council. A site visit will be carried out.

#### **466 COTSWOLD STONE MEMORIAL**

A request to erect a memorial stone, in the Memorial Garden, made of Cotswold stone has been received. The family of the deceased is uncertain as to its requirements. This matter will be closed until the family has come to a decision. Note and **Close** this item.

#### **467 TERMINATION OF TENANCY H10 & A8**

The tenancy of H10 & A8 has terminated due to lack of payment of rent. Rent arrears of £468.06 is outstanding. A check will be made to ensure all cattle have been removed from the land. Recovery of debt has been initiated. The town clerk has paid the fee of £35, which will be reimbursed.

#### **468 ADDITIONAL PARKING PLACES AT REAR OF CHURCH**

A map of the area at the rear of the church had been circulated. It was noted that much of the land is not in use. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. Quotes for land clearance will be sought. Possible planning requirements will be investigated.

#### **469 UNREGISTERED LAND IN MYNYDD Y GARREG**

A triangle of land is unregistered. The residents have requested that the town council register the land, clear it of debris and make it suitable for public use as a seating/garden area. The school has expressed an interest in using the site for the children. The Probation Service has agreed to carry out the work. A meeting will be held with residents to take this matter forward.

#### **470 HEDGE CUTTING IN MYNYDD Y GARREG**

There is a row of hedging that needs cutting back. A site visit will be carried out to assess the extent of the work needed.

#### **471 STOCKWELL LANE**

The county council has prepared an easement for their right of way over the town council owned Stockwell Lane. This would allow them access to county council land. It was previously **RESOLVED** to take legal advice as to future legal implications of allowing this easement.

#### **472 TENDERS**

GL9 – It was **RESOLVED** to accept the tender of £250 for a 3 year tenancy

GL13 – It was **RESOLVED** to accept the tender of £340 for a 3 year tenancy

GL15 – GL24

The successful tenderer has requested that the tender of £500 for GL15 be reduced to £300 as the land is in poor condition and almost inaccessible. The issues of accessibility and land quality were considered. It was **RESOLVED** to amalgamate the two parcels of land under the title GL24 and accept the tender of £800.

#### **473 PLANNING**

##### **PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/31174	Variation	Variation on condition 1 – extension of time	Mount Pleasant Farmyard, Ferry Road, Kidwelly	Mrs Marks, Mrs Williams
2	S/31246	Full Planning	1 <sup>st</sup> floor addition, rear & side single extension	80 Station Road, Kidwelly	Justin Nicholas

##### **PLANNING OUTCOMES**

1	S/30871	Timber chalet. Temporary accommodation	Park House, Carmarthen Road, Kidwelly	Burns Pet Nutrition	Granted 13.11.14
2	S/30966	New dwelling	Plot adjacent to Penyrerw, Horeb Road, Mynydd y Garreg	Gaynor O'shea	Granted 14.11.14

No observations were made.

#### **474 REQUEST TO PURCHASE GL 20**

A request to purchase GL20 was referred to the Task & Finish Group. Note and **Close** this item.

#### **475 CORRESPONDENCE – DECEMBER 2014**

The town clerk reported that the county council had agreed to reimburse the legal fees incurred over the lease for the Quay - £1390. Note and **Close** this item.

**476 ANY OTHER BUSINESS – DECEMBER 2014**

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