

## KIDWELLY TOWN COUNCIL

**13<sup>th</sup> JANUARY 2015**

At a Meeting of the **ESTATES COMMITTEE** held in the Gwenllian Centre, Kidwelly on Tuesday 13<sup>th</sup> January 2015 at 6.30pm.

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

The Chair wished everyone a Happy New Year

### **521 MEMBERS' DECLARATIONS OF INTEREST**

There were no declarations of interest.

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

#### **522 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.

#### **523 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.

#### **524 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.

#### **525 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.

### **526 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.

### **527 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.

### **528 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. A further quote of £100 +VAT has been received. The Town Clerk will consider the council's land management policies and report all available options to the next committee meeting.

### **529 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.

### **530 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.

### **531 RENT APPEAL - HAIRDRESSER**

The hairdresser premises has been sold. Note and **Close** this item.

### **532 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.

### **533 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. Recovery of debt has been instigated via the small claims court. Payment of £100 per month will be made.

It was **RESOLVED** to put the land to tender. For clarity, the land will be re-named, GLA8, GLH10 and GL33 and will be considered under "Tenders" at the meeting on 10<sup>th</sup> February 2015

GLA8 – offers in excess of £350 – for a 5 year period

GLH10 - offers in excess of £1200 – for a 5 year period

GL33 - offers in excess of £120 – for a 5 year period

Note and **Close** this item.

### **534 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.

### **535 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.

### **536 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.

### **537 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.

### **538 TENDERS**

GL13 – It was previously **RESOLVED** to accept the tender of £340 for a 3 year tenancy. The offer was subsequently withdrawn. It was therefore **RESOLVED** to accept the tender of £325 previously submitted.

### **539 PLANNING**

#### **PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/31328	Full Planning	To add 3 <sup>rd</sup> bedroom above existing kitchen	21 Priory Street, Kidwelly	Stephen James

#### **PLANNING OUTCOMES**

1	S/31136	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	Refused 23.12.14
2	S/31174	Removal of conditions	Mount Pleasant farmyard, Ferry Road, Kidwelly	Mrs Marks, Mrs Williams, Mrs Hughes	Granted 23.12.14

It was noted that permission for the erection of the handrail at St Mary's Church had been refused. It is understood that a revised application will be submitted.

**540 ESTATES MAINTENANCE CONTRACT**

The estates maintenance contract expires at the end of March 2015. It was recognised that the schedule of work for the estate needs to be far more specific. The need for high maintenance in the cemetery was recognised. The town clerk will amend the present specification. Members wishing to contribute to this process should consult with the town clerk as a matter of urgency. It was **RESOLVED** to amend the tender specification and put the contract to tender.

**541 TENNIS COURT AT MYNYDD Y GARREG**

The Mynydd y Garreg Hall Committee hope to have finance for re-furbishment of the tennis court via Section 106 money. Note and **Close** this item.

**542 CORRESPONDENCE – JANUARY 2015**

Mr D.Dalziel	Proposals for a drainage system to alleviate flooding at the bridleway near Waungadog have been received. A plan was provided. The town clerk will contact the Flood Prevention Officer and request an opinion on the probable impact of the proposed work on surrounding land. The county council will be requested to put up barriers to warn walkers of the danger of the flooded bridleway. For clarity this item will be re-named “Flooding on the Bridleway” Note and Close this item.
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**543 ANY OTHER BUSINESS – JANUARY 2015**

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



#### **594 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. The next meeting will be held on 17<sup>th</sup> February 2015.

#### **595 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.

#### **596 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 for the land valuation and solicitor. It was **RESOLVED** to request a valuation from John Frances, Valuer.

#### **597 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.

#### **598 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.

#### **599 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.

#### **600 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.

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

A triangle of land is unregistered. This matter was considered under Minute 611. Note and **Close** this item.

#### **602 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.

### **603 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.

### **604 ESTATES MAINTENANCE CONTRACT**

The estates maintenance contract expires at the end of March 2015. The town clerk had circulated the tender specifications, which were agreed. It was noted that the grass cuttings were to be removed from the cemetery and War Memorial. Tenders must be submitted by 3<sup>rd</sup> March 2015.

### **605 FLOODING ON THE BRIDLEWAY**

Proposals for a drainage system to alleviate flooding at the bridleway near Waungadog have been received. A plan was provided. The town clerk has met with the Flood Prevention Officer and requested an opinion on the probable impact of the proposed work on surrounding land. A report is awaited. A meeting will then be arranged to consider the implications.

### **606 TENDERS**

<b>GL13</b>	It was previously <b>RESOLVED</b> to accept the tender of £340 for a 3 year tenancy. The offer was subsequently withdrawn. It was therefore <b>RESOLVED</b> to accept the tender of £325 previously submitted. However, the tenderer has subsequently requested to purchase the land. It was <b>RESOLVED</b> not to sell the land, the offer to rent will still apply.
<b>GL33</b>	It was <b>RESOLVED</b> to accept the tender of £150 for a 5 year period.
<b>GLH10</b>	It was <b>RESOLVED</b> to accept the tender of £1305 for a 5 year period.
<b>GLA8</b>	A site visit will be carried out to assess the state of the land before a decision to tender will be made.

### **607 PLANNING**

The Deputy Mayor took the chair.

#### **PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/31492	Full Planning	Retrospective planning for replacement agricultural storage building to house 150kw biomass boiler and re-siting of timber lodge	Park House, Kidwelly	Burns Pet Nutrition

The town clerk will investigate highways issues and the environmental impact report and circulate to members, who may pass on their comments to the planning authority if they wish.

#### **PLANNING OUTCOMES**

1	S/31246	First floor addition, rear and single storey extension	80 Station Road, Kidwelly	Justin Nicholas	Granted 15.01.15
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### **608 RENT INCREASES**

It was **RESOLVED** to apply the following fees and rent increases as from 1<sup>st</sup> April 2015.

<b>Cemetery Fees</b>	Within Parish Current	Proposed	Outside Parish Current	Proposed
	£	£	£	£
New grave	235	240	470	480
Re-opening	165	170	330	340
Interment of Ashes	185	190	370	380
Lawn Memorial Stones	145	150	290	300
<u>Maintenance Fees</u>				
New Grave	330	340		
Interment of Ashes	165	170		

<b>Garage Spaces</b>	Current	Proposed
	£	£
GS2	176	180
GS3	279	285
GS4	176	180
GS8	Vacant	

**Allotments** – Increase from £188 to £192      **Tramway Licences** – Increase from £41 to £42.

#### **609 CATTLE GRAZING ON GL16**

A farmer with land adjoining GL16 has been grazing cattle and sheep on town council land. This has been reported to the Trading Standards officer who is responsible for animal movements. He will visit the farmer and have the stock removed. Once the land is vacant, its use will be re-assessed. This will be considered by the Task and Finish Group.

#### **610 PLANNING PERMISSION FOR GL27**

The town clerk will enquire as to the possibility of applying for outline planning permission on this land.

#### **611 SAFE ROUTES – MYNYDD Y GARREG**

County Council proposals for a footpath along Heol yr Ysgol were considered. Part of the plan includes creating a short cut by building steps into a triangular section of unregistered land. A consultation meeting with residents and officers of the county council will be arranged.

#### **612 CORRESPONDENCE – FEBRUARY 2015**

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

#### **613 ANY OTHER BUSINESS – FEBRUARY 2015**

It was reported that large holes had been dug into the river bank at Glan yr Afon riverwalk by persons unknown. There is a danger of river bank erosion by the tide. Investigations to determine those responsible will be carried out. For clarity this item will be re-named “Excavations on the river bank”. Note and **Close** this item.



## KIDWELLY TOWN COUNCIL

**10<sup>th</sup> MARCH 2015**

At a Meeting of the **ESTATES COMMITTEE** held in the Gwennllian Centre, Kidwelly on Tuesday 10<sup>th</sup> March 2015 at 6.30pm.

Present:- Mayor

Deputy Mayor      A.Jenkins

Chair                      T.Burns

Councillors:          J.Gilasbey, K.Davies, S.John, H.Jones, L.Poynting

Town Clerk              Lyn Llewellyn

Town Secretary      Anna Padgett

Apologies - Councillors      J.Mayne, L.Jones, F.Burke-Lloyd, M.Thomas

### **655 MEMBERS' DECLARATIONS OF INTEREST**

Minute 671 and 685 (4)– Councillors T.burns and S.John left the room.

### **Matters arising from the Estates Committee Meeting of 10<sup>th</sup> February 2015**

#### **656 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. Further quotes will be obtained.

2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Quotes for improving access to the lower field will be sought. Moles will be removed. Bins will be emptied.

#### **657 LITTER BINS**

The bin on Castle River Walk is now functioning and is being emptied regularly. Note and **Close** this item.

#### **658 MOUNTAIN LODGE EASEMENT**

A request to purchase land adjacent to Mountain Lodge has been received. It was **RESOLVED** not to sell the track as it is an access route onto the mountain. Note and **Close** this item.

#### **659 LAND AT PEMBREY ROAD**

The rents received for the leases assigned at Pembrey Road may be well below current rental values for commercial land. However, the leases in existence dictate the amount of rent that can be paid. Note and **Close** this item.

#### **660 ESTATES TASK AND FINISH GROUP**

A meeting was held on 17<sup>th</sup> February 2015. Minutes had been circulated. A further meeting will be arranged as soon as possible.

**661 LAND AT WAUNGADOG – GL H 14**

Tenancy - The tenant has stated that he no longer wishes to hold the lease which expires in November 2018. The Town Clerk has met with a possible alternative tenant but no satisfactory agreement was made. The current lease will continue. Note and **Close** this item.

**662 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance.

**663 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. Work will continue after the ground has dried out.

**664 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 as it has a sub-standard base. The town council will therefore be unable to enter into a maintenance agreement. Note and **Close** this item.

**665 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. This was deemed not practical. Further options will be explored.

**666 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.

**667 HEDGE CUTTING IN MYNYDD Y GARREG**

Hedging has been completed. Note and **Close** this item.

**668 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. The CLA will be contacted.

#### **669 ESTATES MAINTENANCE CONTRACT**

Five tenders had been received and were considered. The town clerk had made an assessment of each and had checked all licenses, permits and insurances were in place for each. It was **RESOLVED** to accept the Tender offered by H.E.Samuel. Note and **Close** this item.

#### **670 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He is awaiting a date for a site visit with the planning officer.

#### **671 SAFE ROUTES – MYNYDD Y GARREG**

County Council proposals for a footpath along Heol yr Ysgol were considered at a community meeting held on 18<sup>th</sup> February 2015. The location of the footpath was agreed. Note and **Close** this item.

#### **672 FLOODING ON THE BRIDLEWAY**

Proposals for a drainage system to alleviate flooding at the bridleway near Waungadog have been received. A plan had been provided and site meeting undertaken.

Rhys Williams, Flood Prevention Officer, attended the meeting. He had carried out an assessment of the flooding problem and expressed an opinion on the probable impact of the proposed work on surrounding land. Three options were put forward:-

A The neighbouring landowner was responsible and should therefore construct a much larger drainage pipe – this would cost many thousands of pounds

B Place a grid over the existing pipe to prevent debris entering and blocking it.

C Accept the proposed drainage works by creating a ditch on town council land. This would need to be maintained.

It was **RESOLVED** to accept Option C with a caveat that the landowner contributes to the future maintenance of the new ditch. Details of the arrangement will be agreed with the landowner and town clerk.

#### **673 CATTLE GRAZING ON GL16**

A farmer with land adjoining GL16 has been grazing cattle and sheep on town council land. This was reported to the Trading Standards officer. He has visited the farmer and the stock has been removed. This item was considered “*in camera*”

#### **674 TENDERS**

<b>GLA8</b>	It was <b>RESOLVED</b> to put the two fields - 2.4 acres to tender for a 5 year period – offers in excess of £275
<b>GL23</b>	It was <b>RESOLVED</b> to put the land to tender for a 5 year period – offers in excess of £300
<b>GL26</b>	It was <b>RESOLVED</b> to put the land to tender for a 5 year period – offers in excess of £3600

## **675 PLANNING**

### **PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/31664	Full Planning	Change of use from grassed area to tarmacadam parking area	Morfa Maen, Kidwelly	CCC
2	S/31655	Full Planning	Change of use from launderette to residential	22 Lady Street, Kidwelly	Anthony Davies
3	S/31626	Full Planning	Two storey detached dwelling	Y Hafan, Meinciau Road, Mynydd y Garreg	Gareth Morgan
4	S/31611	Full Planning	Single storey rear extension	4 Llys Afallon, Kidwelly	Tegwen Burns

### **PLANNING OUTCOMES**

1	S/31384	Upgrade to existing telecommunications mast	Kidwelly service reservoir, Meinciau Road, Mynydd y Garreg	CTIL Community Consultation	Granted 02.02.15
2	S/31328	Third bedroom above existing kitchen	21 Priory Street, Kidwelly	Stephen James	Granted 04.02.15

## **676 CORRESPONDENCE – MARCH 2015**

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

## **677 ANY OTHER BUSINESS – MARCH 2015**

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

## KIDWELLY TOWN COUNCIL

21<sup>st</sup> APRIL 2015

At a Meeting of the **ESTATES COMMITTEE** held in the Gwenllian Centre, Kidwelly on Tuesday 21<sup>st</sup> April 2015 at 6.30pm.

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

### **720 MEMBERS' DECLARATIONS OF INTEREST**

Minute 733 – Councillors T.burns and S.John left the room.

### **Matters arising from the Estates Committee Meeting of 10<sup>th</sup> March 2015**

#### **721 CEMETERY**

1. Maintenance

Memorial Garden – the town clerk met with Andrew Russ, Access Officer for Carmarthenshire County Council on 16<sup>th</sup> April 2015. An assessment of the site was made and a report is awaited.

2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Quotes for improving access to the lower field will be sought.

#### **722 ESTATES TASK AND FINISH GROUP**

A further meeting will be arranged as soon as possible.

#### **723 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. There is a disparity between the area of land actually owned by the council and the area required by the resident. A land registry search will be made to clarify the position.

#### **724 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. The contractor will be requested to complete the work as soon as possible.

#### **725 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. This was deemed not practical.

The county council will be requested to locate the soakaway in ground owned by Horeb Chapel.

**726 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.

**727 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. The CLA will be contacted.

**728 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He is awaiting a date for a site visit with the planning officer.

**729 FLOODING ON THE BRIDLEWAY**

Proposals for a drainage system to alleviate flooding at the bridleway near Waungadog have been agreed. The landowner of the adjoining ground will create a ditch on town council land. He has stated that he will maintain it until the adjoining land is rented or sold. The town clerk will draw up a maintenance agreement ensuring that the owner of Waungadog will maintain the ditch in perpetuity.

**730 CATTLE GRAZING ON GL16**

A farmer with land adjoining GL16 has been grazing cattle and sheep on town council land. The Welsh Government will be informed that the land has not been tenanted for the last 5 years. The cost of fencing off the top of the mountain to promote regrowth of the vegetation within the fenced area will be investigated. Putting the land to tender will be postponed until this has been resolved.

**731 PLANNING**

**PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/31713	Full Planning	Demolition of former school house, building of 4 houses	The old School, Banc Pendre, Kidwelly	Richard Bebb
2	S/31803	Full Planning	From B&B into residential care home for those with intellectual difficulties	Caernewydd Farm, Kidwelly	Steve Richards
3	S/31834	Full Planning	3 detached houses and garages	Land adjoining Awel y Mor, Monksford Street	M.Eckley

## **PLANNING OUTCOMES**

1	S/31492	Storage building to house 150k biomass boiler	Parc y Box, Kidwelly	Burns Pet Nutrition	Granted 24.03.15
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## **732 TENDERS**

<b>GL A8</b>	It was <b>RESOLVED</b> to accept the tender of £315 for a 5 year period
<b>GL 23</b>	It was <b>RESOLVED</b> to accept the tender of £305 for a 5 year period
<b>GL 26</b>	No tenders had been received. It was <b>RESOLVED</b> to re-tender.
<b>GL25</b>	It was <b>RESOLVED</b> to put the land to tender for a 5 year period – offers in excess of £2345

## **733 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

## **734 ROCKERY ADJACENT TO 7 ABBEY STREET**

The conservatory at 7 Abbey Street backs onto Plough Gardens. There is a danger of flying stones hitting the glass when the grass is mown. It was proposed to plant evergreen shrubs on the bank to negate the need for mowing close to the property. Note and **Close** this item.

## **735 CORRESPONDENCE – APRIL 2015**

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

## **736 ANY OTHER BUSINESS – APRIL 2015**

1. Leaves are falling into the guttering at Horeb Chapel. An assessment of the problem will be made. This item will be re-named “Trees at Horeb Chapel”.

2. A tree planting replacement scheme will be considered at the next meeting. This item will be re-named “Tree Planting Scheme”.

Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

12<sup>th</sup> MAY 2015

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 12<sup>th</sup> May 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	K.Davies, T.Burns, A.Jenkins, L.Poynting H.Jones, M.Thomas, J.Mayne, L.Jones
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett

Apologies Councillors F.Burke-Lloyd

### **27 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest

### **Matters arising from the Estates Committee Meeting of 21<sup>st</sup> April 2015**

#### **28 CEMETERY**

1. Maintenance

Memorial Garden – the town Clerk met with Andrew Russ, Access Officer for Carmarthenshire County Council on 16<sup>th</sup> April 2015. An assessment of the site was made and a report is awaited.

2. Green Burials

Research into green burial and a separate area for burial of children is continuing. Quotes for improving access to the lower field will be sought.

#### **29 ESTATES TASK AND FINISH GROUP**

A further meeting will be arranged as soon as possible.

#### **30 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. There is a disparity between the area of land actually owned by the council and the area required by the resident. A land registry search will be made to clarify the position.

#### **31 LAND KNOWN AS GLH2**

Before the land can be fenced, the ground had to be cleared of brambles and overgrowth. A site visit will now be carried out to assess the remaining work.

#### **32 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. Gary Baxter, highways officer has agreed to attend an estates committee meeting to discuss the issue.



### **33 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.

### **34 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. The CLA will be contacted.

### **35 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He is awaiting a date for a site visit with the planning officer.

### **36 FLOODING ON THE BRIDLEWAY**

Proposals for a drainage system to alleviate flooding at the bridleway near Waungadog had been agreed. The landowner of the adjoining ground was to create a ditch on town council land. However, he has stated that he will maintain it for only 2 years and not in perpetuity.

### **37 CATTLE GRAZING ON GL16**

A farmer with land adjoining GL16 has been grazing cattle and sheep on town council land. The Welsh government has been informed that the land has not been tenanted for the last 5 years. Access onto council land will be blocked. The cost of fencing off the top of the mountain to promote regrowth of the vegetation within the fenced area will be investigated. Putting the land to tender will be postponed until this has been resolved.

### **38 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

### **39 TREES AT HOREB CHAPEL**

Trees are overhanging the rear of the church, undermining the foundation of the chapel wall. A site visit will be arranged for one evening as soon as possible.

### **40 TREE PLANTING SCHEME**

This will be considered.

### **41 PLANNING**

#### **PLANNING APPLICATIONS**

**None received.**

#### **PLANNING OUTCOMES**

	Ref	Proposed development	Location	Applicant	Outcome
1	S/30635	Change of use of former school and community centre to a 3 bedroom dwelling	Castle School, Castle Street, Kidwelly	Robert Taylor	Refused 22.04.15

#### **42 TENDERS**

<b>GL25</b>	It was <b>RESOLVED</b> to accept the tender of £2350 for a five year period
<b>GL26</b>	No tenders received. It was <b>RESOLVED</b> to re-tender.

#### **43 CORRESPONDENCE – MAY 2015**

Peter Edwards Cara Young	A request to purchase land known as GL28 has been received. For clarity, this will be re-named “Purchase of GL28” and will be considered at the next meeting of the committee. Note and <b>Close</b> this item.
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#### **44 ANY OTHER BUSINESS – MAY 2015**

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

## KIDWELLY TOWN COUNCIL

9<sup>th</sup> JUNE 2015

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 9<sup>th</sup> June 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	K.Davies, T.Burns, A.Jenkins, L.Poynting, J.Lewis H.Jones, M.Thomas, J.Mayne, D.Lloyd-Waterford
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
	Project Officer	Maria McGerty

Apologies Councillors F.Burke-Lloyd, L.Jones

Darren King and Gary Baxter, Officers of the County Council were present and advised the committee on matters relating to Minute 85 below.

### **80 MEMBER'S DECLARATIONS OF INTEREST**

Minute 89 – Councillor T.Burns

Minute 95 – Councillor M.Thomas

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> May 2015**

#### **81 CEMETERY**

##### 1. Maintenance

Memorial Garden – the town Clerk met with Andrew Russ, Access Officer for Carmarthenshire County Council on 16<sup>th</sup> April 2015. An assessment of the site was made. No report has been received despite several reminders. It was noted that any work carried out has to be DDA compliant and expert advice is needed.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. A site visit with a planning officer is awaited. It was noted that the field needs cutting.

#### **82 ESTATES TASK AND FINISH GROUP**

A meeting will be held on 15<sup>th</sup> June 2015 at 7.00pm in the council offices.

#### **83 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was previously **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. A land registry search has clarified the extent of the land owned by the council. The sale of the land will now proceed.

#### **84 LAND KNOWN AS GLH2**

A site visit has been carried out to assess the clearance work required before the land can be made suitable for grazing. One quote has been received. Two more are needed.

#### **85 LANE AT PANT Y GARLLEG**

The lane, which is used to access Pantygarlleg is in a state of disrepair, due to water erosion. A surface water drain pours directly onto the lane. Mr King and Mr Baxter, county council highways officers indicated that constructing a soakaway on town council land may solve the problem. They requested permission to carry out a percolation test to see if the field is suitable for a waving aquacell soakaway. If the result is satisfactory the work will be carried out. There would be no cost to the town council and the county would maintain the soakaway. It was **RESOLVED** to agree to the feasibility study and proceed with the installation of the soakaway if appropriate.

#### **86 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 have been sought. Possible planning requirements will be investigated.

#### **87 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. The CLA has been contacted.

#### **88 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He is awaiting a date for a site visit with the planning officer.

#### **89 FLOODING ON THE BRIDLEWAY**

Proposals for a drainage system to alleviate flooding at the bridleway near Waungadog have been agreed. The landowner of the adjoining ground is to create a ditch on town council land and maintain it for 5 years. It was **RESOLVED** to agree to allow the landowner to carry out the work on the new gully providing he maintains it for 5 years. Note and **Close** this item.

#### **90 CATTLE GRAZING ON GL16**

A farmer with land adjoining GL16 has been grazing cattle and sheep on town council land despite numerous requests for him to vacate the land. A site visit was held on 9<sup>th</sup> June 2015 and it was noted that stock was still grazing on council land. The farmer will be requested, once again, to remove the stock. The owner of Llyn Fawr has offered to contribute to the fencing of part of the land. It was not considered appropriate for him to do so although the offer was appreciated. The project officer had prepared an options report which was considered. It was noted that if the land were not rented, a Glastir grant may be obtained. The Task and Finish Group will consider a management plan for the mountain when it meets on 15<sup>th</sup> June 2015.

#### **91 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

#### **92 TREES AT HOREB CHAPEL**

Trees are overhanging the rear of the church, undermining the foundation of the chapel wall. The Chair of Committee will carry out an assessment. The Chapel will be informed.

#### **93 TREE PLANTING SCHEME**

This will be considered.

## **94 PURCHASE OF GL28**

This land is currently rented by the owner of “The Cottage”. Clearance work has been carried out. Photos will be taken and shown to members who cannot access the difficult site. The land may be subject to planning permission in future years. This will be investigated. Referred to the Task and Finish Group.

## **95 LOCATION OF PARK BENCHES**

A Community Meeting will be held on 11<sup>th</sup> June 2015 at 7.00pm in the Princess Gwenllian Centre to consider the location of the benches in the park. Paul Murray, county council officer will be present, along with representatives from the Police and Sporting Association. Cllrs S.John and A.Jenkins will act as doorkeepers, Cllrs L.Poynting and D.Lloyd-Waterford will manage the roving microphones. Full minutes will be taken.

## **96 PLANNING**

### **PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/32003	Reserved	Proposed dwelling	1-2 Penybryn, Mynydd y Garreg	Simon Hill
2	S/32004	Outline	Residential dwelling	Land adjacent to Yr Hafan, Mynydd y Garreg	Peter Morgan
3	S/32009	Lawfulness	Certificate of Lawfulness for “The cottage” as a separate dwelling	The Cottage, Danylan, Horeb Road, Mynydd y Garreg	Cara Young
4	S/32029	Full planning	Proposed new house	Former Butter Factory, 82 Station Road, Kidwelly	Paul Morgan

### **PLANNING OUTCOMES**

	Ref	Proposed development	Location	Applicant	Outcome
1	None				

## **97 TENDERS**

<b>GL26</b>	It was <b>RESOLVED</b> to accept the tender of £3601 for a five year period
<b>GL31</b>	This tenancy has one year to run. However, it would appear that the tenant has removed his horses and left the area. Enquiries will be made.

## **98 CORRESPONDENCE – JUNE 2015**

1	Mr Samuel	A request to assist with the purchasing of 2 gates has been received. It was acknowledged that extensive restoration work on council land had been carried out by these this. The town clerk will consider the responsibilities of the tenant as stated in the agreement.
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## **99 ANY OTHER BUSINESS – JUNE 2015**

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

## KIDWELLY TOWN COUNCIL

**14<sup>th</sup> JULY 2015**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 14<sup>th</sup> July 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	K.Davies, A.Jenkins, J.Lewis H.Jones, M.Thomas, J.Mayne, D.Lloyd-Waterford L.Jones, F.Burke-lloyd
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
Apologies	Councillors	L.Poynting, T.Burns

### **152 MEMBER'S DECLARATIONS OF INTEREST**

Minute 166 – Councillor M.Thomas

Minute 156 and 161 – Councillor A.Jenkins

### **Matters arising from the Estates Committee Meeting of 9<sup>th</sup> June 2015**

#### **153 CEMETERY**

##### 1. Maintenance

Memorial Garden – the town Clerk met with Andrew Russ, Access Officer for Carmarthenshire County Council on 16<sup>th</sup> April 2015. An assessment of the site was made. No report has been received despite several reminders. It was noted that any work carried out has to be DDA compliant and expert advice is needed. Further advice will be sought.

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. A site visit with a planning officer is awaited. It was noted that the field needs cutting.

#### **154 ESTATES TASK AND FINISH GROUP**

A meeting was held on 15<sup>th</sup> June 2015 at 7.00pm in the council offices.

#### **155 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was previously **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. A land registry search has clarified the extent of the land owned by the council. The sale of the land is proceeding.

#### **156 LAND KNOWN AS GLH2**

A site visit has been carried out to assess the clearance work required before the land can be made suitable for grazing. Three quotes have been received. £4849, £4903 and £6980. It was **RESOLVED** to accept the lowest quote of £4849 and proceed with the work as soon as possible.

#### **157 LANE AT PANT Y GARLLEG**

The lane, which is used to access Pantygarlleg is in a state of disrepair, due to water erosion. A surface water drain pours directly onto the lane. Constructing a soakaway on town council land may solve the problem. The county council have requested permission to carry out a percolation test to see if the field is suitable for a waving aquacell soakaway. If the result is satisfactory the work will be carried out. There would be no cost to the town council and the county would maintain the soakaway. It was previously **RESOLVED** to agree to the feasibility study and proceed with the installation of the soakaway if appropriate.

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

A map of the area at the rear of the church had previously been circulated. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. A quote of £926 for land clearance has been received. Possible planning requirements will be investigated. Two further quotes are awaited. It was **RESOLVED** that if there were no planning constraints, and if the lowest quote received was reasonable, the work could be carried out during recess, approved by Executive Action.

#### **159 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. The CLA has been contacted.

#### **160 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He is awaiting a date for a site visit with the planning officer.

#### **161 CATTLE GRAZING ON GL16**

A farmer with land adjoining GL16 has been grazing cattle and sheep on town council land despite numerous requests for him to vacate the land. Correspondence, on his behalf has been received from the Farmers' Union of Wales, to which the town clerk will respond. Three quotes for fencing off our land have been received:- £1619, £1649 and £2152. It was **RESOLVED** to accept the lowest tender of £1619.

#### **162 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

### **163 TREES AT HOREB CHAPEL**

Trees are overhanging the rear of the church, undermining the foundation of the chapel wall. Councillor A.Jenkins provided photographs of the trees. It was **RESOLVED** to request the tenant of our land, which surrounds the chapel cemetery, to cut back the overgrowth.

### **164 TREE PLANTING SCHEME**

This will be considered.

### **165 PURCHASE OF GL28**

This land is currently rented by the owner of “The Cottage”. Clearance work has been carried out. Photos had been taken and were shown to members who could not access the difficult site. It was **RESOLVED** not to sell the land. Note and **Close** this item.

### **166 LOCATION OF PARK BENCHES**

At the Community Meeting held on 11<sup>th</sup> June 2015 it was agreed that a sub-group be appointed to explore the issues and find acceptable locations for the benches. This was done and the matter has been resolved. Three benches will be installed and a fourth Memorial Bench is anticipated. Note and **Close** this item.

### **167 PLANNING**

#### **PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/32155	Discharge of planning condition	Biomass Boiler	Park House, Kidwelly	Burns Pet Nutrition
2	S/32147	Full planning	Side and first floor kitchen extension /bedroom	24 Ger y Castell, Kidwelly	H.Saunders
3	S/32175	Full planning	Extension to existing shop and cafe	Parc y Box Farm, Kidwelly	Burns Pet Nutrition
4	S.32193	Full planning	Replacement of single storey extension with a 2 storey extension	42 Ger y Castell, Kidwelly	Helen Rees
5	S/32237	Full planning	Proposed double side extension	The Cottage, Danylan, Horeb Road, Mynydd y Garreg	Peter Edwards
6	S/32238	Outline planning	Demotion of Old School House and siting of 4 semi-detached dwellings	Old School House, 7 Banc Pendre, Kidwelly	Richard Bebb
7	S/32297	Outline planning	Demolition of existing bungalow, construction of replacement house	Coed celyn, Kidwelly	Ryan Price

#### **PLANNING OUTCOMES**

None



## **168 TENDERS**

<b>GL31</b>	This tenancy has one year to run. However, the tenant has removed his horses and the new gate he had erected and left the area. It was <b>RESOLVED</b> to put the land to tender, offers in excess of £1150 per annum for a 5 year period.
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## **169 CORRESPONDENCE – JUNE 2015**

1	Mr Samuel	A request to assist with the purchasing of 2 field gates has been received. It was acknowledged that extensive restoration work on council land had been carried out by Mr Samuel. The county council has agreed to replace one gate. It was <b>RESOLVED</b> that the town council will provide match funding and supply the second gate. Note and <b>Close</b> this item.
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## **170 CORRESPONDENCE – JULY 2015**

1	John Jenkins	Correspondence regarding the road surface at Heol Ray Gravel has been received. Advice will be sought from the CLA.
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## **171 ANY OTHER BUSINESS – JULY 2015**

It was reported that there are brambles overhanging the towpath at the quay. The contractor will be informed.

The fencepost holding the gate at Glan yr Afon has rotted. It was **RESOLVED** to replace the wooden post with a metal post set into concrete.

## KIDWELLY TOWN COUNCIL

15<sup>th</sup> SEPTEMBER 2015

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 15<sup>th</sup> September 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	A.Jenkins, J.Lewis, T.Burns H.Jones, M.Thomas, J.Mayne, D.Lloyd-Waterford L.Jones, F.Burke-lloyd
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
Apologies	Councillors	L.Poynting – representing the town council at the Gwendraeth Community Councils Network

### **223 MEMBER'S DECLARATIONS OF INTEREST**

Minute – 236 [1] – Councillors T.Burns & S.John left the room.

Minute – 237 – Councillor A.Jenkins left the room.

### **Matters arising from the Estates Committee Meeting of 14<sup>th</sup> July 2015**

#### **224 CEMETERY**

##### 1. Maintenance

Memorial Garden – Andrew Russ, Access Officer for Carmarthenshire County Council has provided an assessment of the site, with detailed plans. These will be circulated and then put to tender

##### 2. Green Burials

Research into green burial and a separate area for burial of children is continuing. A site visit with a planning officer is awaited.

#### **225 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was previously **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. A land registry search has clarified the extent of the land owned by the council. The sale of the land is proceeding.

#### **226 LAND KNOWN AS GLH2**

Clearance work at GLH2 has been completed and the land has been re-seeded. It will be put to tender offers in excess of £600 per annum for a five year period. This matter will be considered further under “Tenders”. Note and **Close** this item.

**227 LANE AT PANT Y GARLLEG**

The lane, which is used to access Pantygarlleg is in a state of disrepair, due to water erosion. A surface water drain pours directly onto the lane. Constructing a soakaway on town council land may solve the problem. The county council have requested permission to carry out a percolation test to see if the field is suitable for a waving aquacell soakaway. If the result is satisfactory the work will be carried out. There would be no cost to the town council and the county would maintain the soakaway. It was previously **RESOLVED** to agree to the feasibility study and proceed with the installation of the soakaway if appropriate.

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

A map of the area at the rear of the church had previously been circulated. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. The planning officer has visited the site and indicated that the access onto Lady Street is too narrow for traffic. However, no written opinion has been received. The town clerk will ask for a formal response.

**229 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. The CLA has been contacted.

**230 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He is awaiting a date for a site visit with the planning officer.

**231 CATTLE GRAZING ON GL16**

Fencing work at GL16 has been completed. It was noted that no cattle are now on the land and no flooding has occurred after the recent storm. There are sheep grazing on the northern section. It was **RESOLVED** to put the land to tender, offers in excess of £1000 per annum for a five year period. This matter will be considered further under "Tenders". Note and **Close** this item.

**232 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

**233 TREES AT HOREB CHAPEL**

Trees are overhanging the rear of the church, undermining the foundation of the chapel wall. Councillor A.Jenkins provided photographs of the trees. The tenant of our land, which surrounds the chapel cemetery, has been requested to cut back the overgrowth.

**234 TREE PLANTING SCHEME**

This will be considered.

**235 CORRESPONDENCE – JULY 2015**

1	John Jenkins	Correspondence regarding the road surface at Heol Ray Gravel has been received. It was noted that the Ombudsman had stated that the matter was not in his remit. Mr Jenkins will be informed of the position of the town council.
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## 236 PLANNING

### PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/32593	Full	Timber storage building and wood chipping operation	Pembrey Road, Kidwelly	Burns Pet Nutrition
2	S/32607	Variation	Extension of time	Land adj. 1-2 Penybryn, Mynydd y Garreg	Sophia Morgan
3	S/32654	Full	Single storey extension	60 Station Road, Kidwelly	Gillian Owen

**S/32593** – it was noted that no notice of the intension to build on land leased from the town council had been received. The town clerk will comment on this to the applicant.

### PLANNING OUTCOMES

None

## 237 TENDERS

<b>GL31</b>	It was previously <b>RESOLVED</b> to put the land to tender, offers in excess of £1150 per annum for a 5 year period. No tenders had been received. It was <b>RESOLVED</b> to reduce the tender amount to £1000.
<b>GL20</b>	A request to extend the current tenancy for a further 5 years has been received. This will be considered. It was <b>RESOLVED</b> to put the land to tender, offers in excess of £260 per annum for a five year period.

## 238 RIGHT OF WAY – GLAN NANT

A request for a right of way over Llyn Fawr Lane to the rear of Glan Nant has been received. This would allow parking behind the cottage. It was agreed in principle to this request. The owner of Llyn Fawr who is responsible for maintenance of the lane will be informed. A wayleave will be arranged with an annual fee included.

## 239 RATS AT THE QUAY

A report of rats at the Quay has been received. Members were informed that a member of the public has been feeding birds and what he considers to be water voles. The RSPCA and RSPB will be asked for advice on solving this problem.

## 240 CORRESPONDENCE – SEPTEMBER 2015

1	J.&G. Griffiths	Mr & Mrs Griffiths have commended the council contractor for his work at the Town Cemetery. Note and <b>Close</b> this item.
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## 241 ANY OTHER BUSINESS – SEPTEMBER 2015

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

## KIDWELLY TOWN COUNCIL

13<sup>th</sup> OCTOBER 2015

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 13<sup>th</sup> October 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	A.Jenkins, J.Lewis, T.Burns, F.Burke-lloyd H.Jones, M.Thomas, J.Mayne, D.Lloyd-Waterford
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
Apologies	Councillors	L.Poynting, L.Jones

### **302 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 15<sup>th</sup> September 2015**

#### **303 CEMETERY**

##### 1. Maintenance

Memorial Garden – Andrew Russ, Access Officer for Carmarthenshire County Council has provided an assessment of the site, with detailed plans. Specifications for the work need to be drawn up. Councillor M. Thomas will advise on this and meet with the landscape architect.

A complaint has been received about maintenance at the cemetery. A response will be given informing the complainant about the proposed developments. Next year's tender documents will be more specific, detailing the regular maintenance work required.

It was **RESOLVED** to get quotes for clearance of the field below the cemetery.

##### 2. Green Burials

A site visit with the planning officer has taken place. There will be a charge of £180 for planning permission for this facility, but he foresees no problems with the application being approved.

#### **304 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was previously **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. A land registry search has clarified the extent of the land owned by the council. The sale of the land is proceeding.

#### **305 LANE AT PANT Y GARLLEG**

The lane, which is used to access Pantygarlleg is in a state of disrepair, due to water erosion. A surface water drain pours directly onto the lane. Constructing a soakaway on town council land may solve the problem. The county council have requested permission to carry out a percolation test to see if the field is suitable for a waving aquacell soakaway. If the result is satisfactory the work will be carried out. There would be no cost to the town council and the county would maintain the soakaway. It was previously **RESOLVED** to agree to the feasibility study and proceed with the installation of the soakaway if appropriate.

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

A map of the area at the rear of the church had previously been circulated. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. A site visit has been carried out. The town clerk will get three quotes for clearance work at behind the church.

**307 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. The CLA has been contacted.

**308 PLANNING PERMISSION FOR GL27**

The town clerk has enquired as to the possibility of applying for outline planning permission on this land. He has met with the planning officer who has indicated that gaining planning permission would be extremely unlikely. Note and **Close** this item.

**309 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

**310 TREES AT HOREB CHAPEL**

Trees are overhanging the rear of the church, undermining the foundation of the chapel wall. The tenant of our land, which surrounds the chapel cemetery, will cut back the overgrowth. A tree surgeon may be needed.

**311 TREE PLANTING SCHEME**

There is no finance available for this project at present. Note and **Close** this item.

**312 CORRESPONDENCE – JULY 2015**

1	John Jenkins	Correspondence regarding the road surface at Heol Ray Gravel has been received. It was noted that the Ombudsman had stated that the matter was not in his remit. Mr Jenkins has been informed of the position of the town council. Note and <b>Close</b> this item.
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**313 RIGHT OF WAY – GLAN NANT**

A request for a right of way over Llyn Fawr Lane to the rear of Glan Nant has been received. This would allow parking behind the cottage. It was agreed in principle to this request. The owner of Llyn Fawr who is responsible for maintenance of the lane has been informed. A wayleave will be arranged with an annual fee included.

**314 RATS AT THE QUAY**

A report of rats at the Quay has been received. Members were informed that a member of the public has been feeding birds and what he considers to be water voles. The RSPCA and RSPB will be asked for advice on solving this problem.

**315 ACCESS TO GL13**

The access to GL13 has become impassable. The town clerk will obtain three quotes.

## 316 PLANNING

### PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/32708	Full	Demolition of former hotel, replaced with 3 dwellings and access roads	Gwenllian Court Hotel, Mynydd y Garreg	M.Blewett
2	S/32709	Full	Single detached dwelling	Tir Gardde, Water Street, Kidwelly	H.Griffiths
3	S/32729	Full	Demolish existing rear extension and construct new extension	5 Newtown, Mynydd y Garreg	Elizabeth Mathias
4	S/32768	Full	Proposed garage	8 Westhill Crescent, Kidwelly	Mark Hughes
5	S/32769	Full	Proposed new garage	Y Ddoldeg, meinciau Road, Mynydd y Garreg	Carl Gower

**S/32729** – An e-mail from a nearby resident has been received pointing out concerns over this application. The town clerk will inform the planning officer of problems with parking on this very narrow road.

No observations were made on the other 4 applications.

## 317 TENDERS

<b>GLH2</b>	This will be put to tender: offers in excess of £500 per annum for a five year period
<b>GL31</b>	This will be put to tender: offers in excess of £700 per annum for a five year period
<b>GL13</b>	This will be put to tender: offers in excess of £350 per annum for a five year period
<b>GL16</b>	It was <b>RESOLVED</b> to accept the tender of £1111 per annum for a five year period
<b>GL20</b>	It was <b>RESOLVED</b> to accept the tender of £300 per annum for a five year period

## 318 SOLAR PANELS AT WAUNGADOG

Enquiries had been made as to the possibility of installing solar panels at Waungadog. The electricity supplier has indicated that connection charges would be £420K. This would make the project unfeasible. Note and **Close** this item.

## 319 CORRESPONDENCE – OCTOBER 2015

1	Mr Ieuan Hughes	Mr Hughes had expressed concern over maintenance issues at the cemetery. These were addressed under Minute 303. Note and <b>Close</b> this item.
2	Ms Helen Rees	A query regarding grave maintenance has been received. The town clerk will respond. Note and <b>Close</b> this item.
3	Network Rail	Remedial work is due to be carried out on the railway line near Commissioner's Bridge over a 10 week period. A payment of £250 per week will be paid to the town council for access to the railway line and use of council's land. It was <b>RESOLVED</b> to allow access for this work to be carried out. The tenant of the land will be informed. Note and <b>Close</b> this item.

## 320 ANY OTHER BUSINESS – OCTOBER 2015

1. Lopping of trees will be carried out in Plough Gardens.
  2. Meals on wheels will be considered further at the general Purposes Committee.
- Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

10<sup>th</sup> NOVEMBER 2015

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 10<sup>th</sup> November 2015

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	A.Jenkins, J.Lewis, T.Burns, F.Burke-lloyd, L.Poynting M.Thomas, D.Lloyd-Waterford, L.Jones
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett
Apologies	Councillors	J.Mayne

### **383 MEMBER'S DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 13<sup>th</sup> October 2015**

#### **384 CEMETERY**

##### 1. Maintenance

Memorial Garden – Andrew Russ, Access Officer for Carmarthenshire County Council has provided an assessment of the site, with detailed plans. Specifications for the work need to be drawn up. Councillor M. Thomas will advise on this and meet with the landscape architect. It was noted that it would be cost effective to carry out the improvements to the memorial garden and the Green Burial Site together – funded from capital expenditure.

The probation service is clearing the rockery, cutting hedges and planting wild flowers.

##### 2. Green Burials

A site visit with the planning officer has taken place. There will be a charge of £180 for planning permission for this facility, but he foresees no problems with the application being approved. Quotes are awaited for clearance of the land.

#### **385 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was previously **RESOLVED** to accept the valuation and sell the land, inserting a claw back clause in the conveyance. A land registry search has clarified the extent of the land owned by the council. The sale of the land is proceeding.

#### **386 LANE AT PANT Y GARLLEG**

The lane, which is used to access Pantygarlleg is in a state of disrepair, due to water erosion. A surface water drain pours directly onto the lane. Constructing a soakaway on town council land may solve the problem. The county council have requested permission to carry out a percolation test to see if the field is suitable for a waving aquacell soakaway. If the result is satisfactory the work will be carried out. There would be no cost to the town council and the county would maintain the soakaway. It was previously **RESOLVED** to agree to the feasibility study and proceed with the installation of the soakaway if appropriate.



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

A map of the area at the rear of the church had previously been circulated. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. It was **RESOLVED** to accept the tender of £1111.20 to clear the site, lay down scalpins and clear unused garages. It was further **RESOLVED** that the land will be used for parking spaces and not garages.

### **388 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. The CLA has been contacted.

### **389 RENT INCREASE A12**

A valuation of the 3 parcels of land along Pembrey Road which are held on long term leases will be sought. The town clerk will seek a quotation for the valuation and then proceed, if acceptable, at his discretion.

### **390 TREES AT HOREB CHAPEL**

Trees are overhanging the rear of the church, undermining the foundation of the chapel wall. The tenant of our land, which surrounds the chapel cemetery, has cut back the trees. Note and **Close** this item.

### **391 RIGHT OF WAY – GLAN NANT**

A request for a right of way over Llyn Fawr Lane to the rear of Glan Nant has been received. This would allow parking behind the cottage. An easement is being arranged with an annual fee included.

### **392 RATS AT THE QUAY**

A report of rats at the Quay has been received. Members were informed that a member of the public has been feeding birds and what he considers to be water voles. The RSPB and RSPCA will be contacted for advice.

### **393 ACCESS TO GL13**

The access to GL13 has become impassable. The town clerk will obtain three quotes. A site visit with contractors has been carried out. It was noted that the adjacent landowner has offered to purchase GL13.

### **394 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/32895	Removal of condition	Removal of condition for junction improvement	Caernewydd Farm, Pembrey Road, Kidwelly	Steven Richards

**Appeal** / APP 1175 S/30635 Appeal start date 15.10.15  
Castle School, Castle Street Kidwelly.  
Change of use to a three bedroom residential dwelling  
No observations were made.

### **395 TENDERS**

GL31	No tenders received. As this area was prone to flooding, it was <b>RESOLVED</b> to investigate the feasibility of planting suitable trees in the field. A resident living adjacent to the field has expressed interest in extending his garden into the land. For clarity this item will be re-named “Improvements at GL31”.
GLH2	It was <b>RESOLVED</b> to accept the tender of £510 for a five year tenancy
GL14	It was <b>RESOLVED</b> to offer the tenancy to the existing tenant at an annual rent of £65 for a five year tenancy
GL16	A tender for £1111 per annum for a five year lease was accepted. However, the tenancy cannot commence as livestock are grazing on the land. The tenderer had offered to rent a portion of the land on GL16. A site visit has been carried out. The various access issues and infringement problems were considered. It was <b>RESOLVED</b> to retain GL16 as one parcel of land in its entirety and fence it to keep out livestock. Quotes will be obtained. For clarity this item will be re-named “Maintenance of GL16”.

### **396 OVERGROWN PATHS AT THE QUAY**

Land owned by the town council is maintained by the contractor with assistance from the Probation Service. However, land in the ownership of the county council has become overgrown. The county council has agreed to cut the paths twice a year but will not dredge the pond. A meeting will be arranged with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council.

### **397 CORRESPONDENCE – NOVEMBER 2015**

1	Islwyn Gibbon	Tenant of H16 has requested a deferred payment of rent increase for 3 years in exchange of him carrying out drainage works on the land. A meeting will be arranged to discuss this with Mr Gibbon. For clarity this item will be re-named “Rent and Drainage at H16”.
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### **398 ANY OTHER URGENT BUSINESS – NOVEMBER 2015**

1. Travellers at Glan yr Afon – Problems with travellers taking up residence in the car park have been encountered. The county council will be requested to consider installing a height restriction bar which would limit access to their vehicles. This will be considered at a site visit with the county council on 13<sup>th</sup> November 2015 and reported back to the General Purposes Committee.
2. Cracks in the wall of the Quay. Cracks have been reported. The Quay is a listed building. The matter will be investigated and for clarity re-named “The Quay Wall”.
3. The large chestnut tree at Plough Gardens has been inspected by the tree preservation officer and tree surgeon. It was **RESOLVED** to pollard the tree after the leaves have fallen – at a cost of £350.

Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

8<sup>th</sup> DECEMBER 2015

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 8<sup>th</sup> December 2015

Present	Councillors	A.Jenkins, J.Lewis, T.Burns, L.Poynting, H.Jones, L.Jones M.Thomas, J.Mayne, P.Thompson, F.Burke-Lloyd
	Town Clerk	Lyn Llewellyn
	Town Secretary	A Padgett

Apologies	Councillors	D.Lloyd-Waterford, S.John The Mayor Cllr J.Gilasbey was attending a school concert
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Councillor Philip Thompson was welcomed as newly elected councilor for Castle Ward.

### **452 MEMBER'S DECLARATIONS OF INTEREST**

Minute 458 – Councillor Burns left the room.

Minute 461 and 463 – Councillor A.Jenkins

Minute 468 items 1 & 2– Councillor Burns left the room.

### **Matters arising from the Estates Committee Meeting of 10<sup>th</sup> November 2015**

#### **453 CEMETERY**

The income from cemetery fees so far this year has exceeded expectations, making finance available for improvements. Two quotes have been received for work to clear the lower field. A third is awaited. An area for child burials was considered, however, a local undertaker has indicated that there would be very little demand for this facility.

The fencing around the memorial garden is in need of repair – quotes will be requested. The possibility of building a retaining wall will be investigated. Councillor Thomas will provide details of a suitable landscape architect to consult on the improvements.

#### **454 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 for the land valuation and solicitor. A valuation of £1000 has been received. It was previously **RESOLVED** to accept the valuation and sell the land, inserting a twenty year claw back clause in the conveyance. The purchaser has requested that this be reduced to a 10 year period. The request will be denied.

#### **455 LANE AT PANT Y GARLLEG**

The lane, which is used to access Pantygarlleg is in a state of disrepair, due to water erosion. A surface water drain pours directly onto the lane. Constructing a soakaway on town council land may solve the problem. The county council have requested permission to carry out a percolation test to see if the field is suitable for a waving aquacell soakaway. If the result is satisfactory the work will be carried out. There would be no cost to the town council and the county would maintain the soakaway. It was previously **RESOLVED** to agree to the feasibility study and proceed with the installation of the soakaway if appropriate. This matter has been dealt with by the county council. Note and **Close** this item.

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

A map of the area at the rear of the church had previously been circulated. Additional parking spaces could be provided, thus relieving traffic congestion in Lady Street. It was previously **RESOLVED** to accept the tender of £1111.20 to clear the site, lay down scalpins and clear unused garages. Work has commenced.

#### **457 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. It would appear that the easement is no longer required. Note and **Close** this item.

#### **458 RENT INCREASE A12**

Three parcels of land along Pembrey Road are held on long term leases. The town clerk will seek advice from the CLA as to an appropriate commercial rent.

#### **459 RIGHT OF WAY – GLAN NANT**

A request for a right of way over Llyn Fawr Lane to the rear of Glan Nant has been received. This would allow parking behind the cottage. An easement has been arranged and payment made. Note and **Close** this item.

#### **460 RATS AT THE QUAY**

A report of rats at the Quay has been received. Members were informed that a member of the public has been feeding birds and what he considers to be water voles. The RSPB and RSPCA will be contacted for advice.

#### **461 ACCESS TO GL13**

The access to GL13 has become impassable. The town clerk will obtain three quotes. A site visit with contractors has been carried out. It was noted that the adjacent landowner has offered to purchase GL13. Two quotes have been received. A third is awaited.

#### **462 IMPROVEMENTS AT GL31 – Hillfield Villas**

The possibility of planting suitable trees will be investigated. A resident living adjacent to the field has expressed an interest in extending his garden into the land. It was **RESOLVED** to put the land to tender for a five year period at a rental in excess of £500 a year.

*Councillor L.Poynting joined the meeting.*

#### **463 MAINTENANCE OF GL16**

The need to consider bio-diversity issues on the mountain when planning management of the mountain was recognised. The report provided previously by the project officer had been re-circulated. It was reaffirmed that the whole of GL16 was to be rented as one parcel of land. Two quotes for fencing the land in its entirety had been received. A third is awaited. The work will not be undertaken until the land has dried out, as vehicle tracks would churn up the ground in its present condition.

#### **464 RENT AND DRAINAGE AT H16**

A request to defer payment of a rent increase for 3 years in exchange for the tenant carrying out drainage work has been received. A site visit will be carried out to assess the situation.

#### **465 OVERGROWN PATHS AT THE QUAY**

Land owned by the town council is maintained by the contractor with assistance from the Probation Service. However, land in the ownership of the county council has become overgrown. The county council has agreed to cut the paths twice a year but will not dredge the pond. A meeting will be arranged with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council.

#### **466 THE QUAY WALL**

This matter is being investigated.

#### **467 TENDERS**

There were no tenders.

#### **468 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33001	Full	30KW Solar array	Burns, Ferry Road	Burns Pet Nutrition
2	S/33002	Full	40KW ground mounted solar PV array	Park House, Kidwelly	John Burns
3	S/33053	Full	Replace existing garage	5 Parc Pendre, Kidwelly	Eric Griffiths

No observations were made.

#### **469 CORRESPONDENCE – DECEMBER 2015**

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

#### **470 ANY OTHER URGENT BUSINESS – DECEMBER 2015**

Flood Forum - members were informed that there is no sewage spill meter in Kidwelly. Nia Griffith MP is to liaise with residents in New Street / Ferry Road and the county council over measures to reduce the risk of flooding. Note and **Close** this item.

The Chair wished everyone a merry Christmas.