

## KIDWELLY TOWN COUNCIL

12<sup>th</sup> JANUARY 2016

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 12<sup>th</sup> January 2016

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

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

Minutes 508, 513, 515 – Councillor A.Jenkins left the room.

### **Matters arising from the Estates Committee Meeting of 8<sup>th</sup> December 2015**

#### **508 CEMETERY**

A meeting with a landscape architect will be held on 20<sup>th</sup> January 2016 to consider plans for refurbishment of the memorial garden.

Four quotes for clearing the lower field to enable it to be used for natural burials had been received. It was **RESOLVED** to accept the quote of £475.

#### **509 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 has been denied.

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

Work to clear the site to enable parking spaces to be created has been completed at a cost of £1111.20. The contractor will be requested to carry out more excavations to release land for a further 2 parking spaces.

#### **511 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. No advice has been received.

#### **512 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 town clerk will write to him and request that he stops this. The RSPCA has provided a comprehensive list of actions which will detract rats from roaming the area. Note and **Close** this item.

### **513 ACCESS TO GL13**

The access to GL13 has become impassable. The town clerk had obtained three quotes. It was **RESOLVED** to accept the quote of £3171.

### **514 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.

### **515 MAINTENANCE OF GL16**

Mr Stephen Finch, owner of Llyn Fawr, attended the meeting and outlined the flooding problem caused by cattle and sheep changing the water course by roaming the mountain. Flooding has also washed away part of the lane leading to Llyn Fawr. The Chair and town clerk will visit the site.

Three quotes for fencing GL16 and closing gate entrances had been obtained. It was **RESOLVED** to accept the quote of £3298.

### **516 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 was carried out and members found that the land was water-logged. It was **RESOLVED** that the rent increase would be deferred for three years providing that the tenant carried out drainage work as specified. The work will be monitored. Note and **Close** this item.

### **517 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. For clarity, this item will be re-named “Asset transfer of the Quay”.

### **518 THE QUAY WALL**

This matter is being investigated.

### **519 TENDERS**

GL1 – it was **RESOLVED** to put the land to tender, offers in excess of £450 per annum for a 5 year period.

GL4, GL10, GL32 – it was **RESOLVED** to extend a lease for a further 5 years to the existing tenants at the annual rent of £265, £65, and £185 respectively.

A review of the price calculation used in agreeing rents will be considered at the next meeting of the Policy and Strategy Committee.

## **520 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33176	Full	Housing development – one dwelling	Plot adjoining 70 Station Road, Kidwelly	Wynne John
2	S/33177	Full	30KW solar array	Burns Pet Nutrition	Burns Pet Nutrition

No observations were made.

## **521 ESTATES MAINTENANCE CONTRACT**

It was agreed that the estates maintenance contract should be for a three year period. Bin collections will be carried out on three days a week throughout the year. Additional work was specified at the cemetery. The equivalent of 10 days additional work as requested by the town clerk was included. Tenders have to be returned by 28<sup>th</sup> February 2016.

## **522 BUDDLEIA GROWING IN H3**

A resident on Horeb Road has planted Buddleia which is encroaching on neighbouring properties. He will be requested to cut this back and clear the invasive bushes. The county councillor will be informed of the buddleia growing from a chimney on a council owned property. Note and **Close** this item.

## **523 CORRESPONDENCE – JANUARY 2016**

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

## **524 ANY OTHER URGENT BUSINESS – JANUARY 2016**

Councillor John Mayne will carry out repairs on the Interpretation Panel at Glan yr Afon. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

**9<sup>th</sup> FEBRUARY 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 9<sup>th</sup> February 2016

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

Members were informed that Mr Michael Lloyd, husband of Councillor Dena Lloyd-Waterford had died earlier in the day. Condolences were expressed.

27 members of the public attended the meeting to express concern over the planning application S/33224 detailed in Minute 594 (2) below. 3 concerned residents spoke on behalf of those present. The main concerns are as follows:-

- [a] Dangerous access – the access is on a 50mph road, near a bend with poor visibility
- [b] Environmental issues – inadequate drainage with pollution from animals. It would be an unsightly development in a rural area.
- [c] Plans submitted – these do not reflect the actual situation on the ground. Plan (figure 2) and Photos (2 and 3) do not show 3 stables already erected which has doubled the footprint. Consequently parking space and space for animals is reduced.
- [d] Caravans – application for 4 caravans with additional capacity for visitors. Number of visitors with extra vehicles cannot be controlled.
- [e] Green belt – this development would be situated in a green belt area.

Members of the public were thanked for attending and outlining their concerns. The town council will raise these issues with the planning authority.

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

There were no declarations of interest.

*Councillor M.Thomas joined the meeting.*

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> January 2016**

#### **583 CEMETERY**

A meeting with a landscape architect was held on 20<sup>th</sup> January 2016 to consider plans for refurbishment of the memorial garden. A response has been received and will be circulated.

#### **584 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 has been denied.

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

Work to clear the site to enable parking spaces to be created has been completed at a cost of £1111.20. The contractor will be requested to carry out more excavations to release land for a further 2 parking spaces. This will be expedited as soon as possible.

#### **586 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. No advice has been received.

#### **587 ACCESS TO GL13**

The access to GL13 has become impassable. The town clerk had obtained three quotes. It was previously **RESOLVED** to accept the quote of £3171.

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

It was **RESOLVED** to accept the tender of £630 per annum for a five year period. This will be dependent on references being satisfactory. Note and **Close** this item.

#### **589 MAINTENANCE OF GL16**

Flooding has washed away part of the lane leading to Llyn Fawr. A site visit has been carried out. Mr Finch has repaired the lane and incurred costs for chippings. Mr Finch has also undertaken to fence and erect wire on sections GL16 to keep out sheep. At the meeting he requested that the cost for the materials for his work be offset against the rent for GL16 which will be due when he commences the tenancy. Mr Finch was informed that the work done on council land was not approved beforehand. It was **RESOLVED** to reimburse half the cost of the materials for the repair of the lane– this being £120.

It was noted that fencing of GL16 was to commence on 10<sup>th</sup> February 2016. The work will be inspected to ensure the land is stock proof.

#### **590 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.

#### **591 THE QUAY WALL**

This matter is being investigated.

#### **592 ESTATES MAINTENANCE CONTRACT**

It was agreed that the estates maintenance contract should be for a three year period. Bin collections will be carried out on three days a week throughout the year. Additional work was specified at the cemetery. The equivalent of 10 days additional work as requested by the town clerk was included. Tenders have to be returned by 28<sup>th</sup> February 2016.

### **593 TENDERS**

GL1 – it was **RESOLVED** to accept the tender of £1000 per annum for a 5 year period. This will be subject to satisfactory references.

### **594 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33193	Full	Erection of first floor extension to enclose existing balcony	Glangwendraeth Farm, Priory Street, Kidwelly	Mark Williams
2	S/33224	Full	Land for four static caravans	Meinciau Road, Mynydd y Garreg	P.Murphy
3	S/33263	Full	Decked area on sloped garden, approx. 21sqm	26 Golwg y Twr, Mynydd y Garreg	P.Lancey

S/33263 – the planning authority will be informed of the objection made by Mr Baxter.

### **595 INCREASE IN FEES ON ESTATE PROPERTY**

It was **RESOLVED** to accept the 5% increase as detailed in the report presented. Parking spaces will go to tender when the land at the rear of the church has been cleared. Note and **Close** this item.

### **596 CONSERVATION – MYNYDD MOUNTAIN, GLANYRAFON, QUAY**

The town clerk will investigate costs for conservation planning at the Quay, Glanyrafon and Mynydd Mountain.

### **597 CORRESPONDENCE – FEBRUARY 2016**

1	Mr Thomas	The tenant of GL9 has requested to purchase the land which comprises of 1.5 acres. It was <b>RESOLVED</b> not to sell the land. Note and <b>Close</b> this item.
2	L.J.Tree Services	A quote of £200 has been received to remove 3 decaying silver birches in Plough Gardens. It was <b>RESOLVED</b> to accept the quote and have the trees removed. Replacing the trees will be carried out by Kidwelly in Bloom. Note and <b>Close</b> this item.

### **598 ANY OTHER URGENT BUSINESS – FEBRUARY 2016**

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

## KIDWELLY TOWN COUNCIL

8<sup>th</sup> MARCH 2016

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 8<sup>th</sup> March 2016

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

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

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 9<sup>th</sup> February 2016**

#### **652 CEMETERY**

A meeting with a landscape architect was held on 20<sup>th</sup> January 2016 to consider plans for re-furbishment of the memorial garden. He has submitted proposals which range in cost from £7550 to £12000. It was **RESOLVED** to engage the landscape architect to draw up outline plans for submission for planning permission.

#### **653 REQUEST TO PURCHASE GL11**

The sale of land known as GL11 has been completed. Note and **Close** this item.

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

Work to clear the site to enable parking spaces to be created has been completed at a cost of £1111.20. To carry out more excavations to release land for a further 2 parking spaces would cost an additional £360. The town clerk will investigate whether the type of aggregate used is DDA compliant.

#### **655 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. No advice has been received.

#### **656 ACCESS TO GL13**

The access to GL13 has become impassable. The town clerk had obtained three quotes. It was previously **RESOLVED** to accept the quote of £3171.

#### **657 MAINTENANCE OF GL16**

It was noted that fencing of GL16 has been completed. The work has been inspected to ensure the land is stock proof. One more line of wire needs to be added to the bottom of one stretch of fencing. Councillor Jenkins will provide this. The 4 sheep on the land will be removed. Tractor ruts caused while fencing need to be flattened and the land re-seeded. The town council will provide the seed at a cost of £82.

#### **658 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.

#### **659 THE QUAY WALL**

This matter is being investigated.

#### **660 ESTATES MAINTENANCE CONTRACT**

Two tenders had been received. £11,550 and £9,841.56. It was **RESOLVED** to accept the lowest tender. Note and **Close** this item.

#### **661 CONSERVATION – MYNYDD MOUNTAIN, GLANYRAFON, QUAY**

The town clerk will investigate costs for conservation planning at the Quay, Glanyrafon and Mynydd Mountain.

#### **662 TENDERS**

GL18 – it was **RESOLVED** to amalgamate the land known as GL18 with land adjacent known as GL32 with a combined rent of £243 per annum for a five year period. The town clerk will inspect the land before the tenancy is granted.

#### **663 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33340	Full	Erection of one dwelling	Plot 2, Penybryn, Mynydd y Garreg	Simon Hill

There were no observations.

#### **664 REFUSE COLLECTION FROM BINS IN PARC STEPHENS**

The Kidwelly Parks Sporting Association has requested that the town council pay for emptying the two refuse bins in their part of the park. The county council will not do this. Costs will be investigated.

#### **665 WAUNGADOG BRIDLEWAY**

The Fire Service has been requested to pump out the standing water from the bridleway. A Environmental Certificate has been granted to allow the low level land to be filled with hardcore/aggregate. Mr Dalziel is prepared to do this work. Concerns were expressed as to the effect of this infill on the surrounding water levels. It was **RESOLVED** to agree to Mr Dalziel carrying out the work providing he gives an indemnity to resolve future problems that may arise out of this action.

#### **666 CORRESPONDENCE – MARCH 2016**

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

#### **667 ANY OTHER URGENT BUSINESS – MARCH 2016**

Maintenance at Cofeb Gray will be considered at the next meeting. Note and **Close** this item.



## KIDWELLY TOWN COUNCIL

**12<sup>th</sup> APRIL 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 12<sup>th</sup> April 2016

Present	Town Mayor	J.Gilasbey
	Deputy Mayor	S.John
	Councillors	A.Jenkins, T.Burns, H.Jones, D.Lloyd-Waterford M.Thomas, P.Thompson, J.Lewis L.Jones, J.Mayne
	Town Clerk	Absent
	Town Secretary	On leave
Apologies	Councillors	F.Burke-Lloyd

In the absence of the town clerk, Councillor J.Gilasbey was nominated to take minutes.

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

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 8<sup>th</sup> March 2016**

#### **722 CEMETERY**

The town clerk had provided a written report. The landscape architect has been requested for a quote to draw up the plans but no response has been received.

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

To carry out more excavations to release land for a further 2 parking spaces would cost an additional £360. The town clerk will investigate whether the type of aggregate used is DDA compliant.

#### **724 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. No advice has been received.

#### **725 ACCESS TO GL13**

The access to GL13 has been cleared however the land is boggy. Photographs were provided. Quotes for drainage will be sought.

#### **726 MAINTENANCE OF GL16**

It was noted that fencing of GL16 has been completed. The work has been inspected to ensure the land is stock proof. Tractor ruts caused while fencing need to be flattened and the land re-seeded. The town council has provided the seed at a cost of £82. Note and **Close** this item.

#### **727 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.

**728 THE QUAY WALL**

This matter is being investigated.

**729 CONSERVATION – MYNYDD MOUNTAIN, GLANYRAFON, QUAY**

The town clerk will investigate costs for conservation planning at the Quay, Glanyrafon and Mynydd Mountain.

**730 REFUSE COLLECTION FROM BINS IN PARC STEPHENS**

The Kidwelly Parks Sporting Association has requested that the town council pay for emptying the two refuse bins in their part of the park. The town clerk has received a quote from the contractor to do this additional task. The county council will be requested to continue doing the refuse collection.

**731 WAUNGADOG BRIDLEWAY**

A site visit will be arranged with the footpaths officer and Mr Dalziel to re-assess the situation.

**732 TENDERS**

There were no tenders.

**733 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33340	Full	Erection of one dwelling	Plot 2, Penybryn, Mynydd y Garreg	Simon Hill

There were no observations.

**734 COFEB GRAV**

It was recognised that the maintenance is the responsibility of the town council. The town clerk will contact the contractor to have this work done.

**735 GLAN YR AFON**

It was reported that volunteers have carried out remedial work at Glan yr Afon. Concern was expressed over the insurance cover and health and safety implications of allowing the volunteers to do this work.

**736 CORRESPONDENCE – MARCH 2016**

There was no correspondence. Note and Close this item.

**737 ANY OTHER URGENT BUSINESS – MARCH 2016**

The Chair thanked all councillors for their support during the year.

## KIDWELLY TOWN COUNCIL

**17<sup>th</sup> MAY 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 17<sup>th</sup> May 2016

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

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

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> April 2016**

#### **38 CEMETERY**

The town clerk had previously provided a written report. The landscape architect has been requested for a quote to draw up the plans but no response has been received.

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

To carry out more excavations to release land for a further 2 parking spaces would cost an additional £360. The town clerk will investigate whether the type of aggregate used is DDA compliant.

#### **40 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. No advice has been received.

#### **41 ACCESS TO GL13**

The access to GL13 has been cleared however the land is boggy. Photographs were provided. Quotes for drainage will be sought.

#### **42 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.

#### **43 THE QUAY WALL**

This matter is being investigated.

**44 CONSERVATION – MYNYDD MOUNTAIN, GLANYRAFON, QUAY**

The town clerk will investigate costs for conservation planning at the Quay, Glanyrafon and Mynydd Mountain.

**45 REFUSE COLLECTION FROM BINS IN PARC STEPHENS**

The Kidwelly Parks Sporting Association has requested that the town council pay for emptying the two refuse bins in their part of the park. The town clerk has received a quote from the contractor to do this additional task. The county council will be requested to continue doing the refuse collection.

**46 WAUNGADOG BRIDLEWAY**

A site visit will be arranged with the footpaths officer and Mr Dalziel to re-assess the situation.

**47 COFEB GRAV**

It was recognised that the maintenance is the responsibility of the town council. The town clerk will contact the contractor to have this work done.

**48 GLAN YR AFON**

It was reported that volunteers have carried out remedial work at Glan yr Afon. Concern was expressed over the insurance cover and health and safety implications of allowing the volunteers to do this work. The newly appointed Estates Officer will supervise this work.

**49 TENDERS**

The tenancy of GL23 has become vacant. It was **RESOLVED** to put this land to tender at offers over £320 for a 5 year tenancy.

**50 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33713	Full	Erection of dwelling with built in garage	Plot adjacent to Awel y Mor, Monksford Street, kidwelly	Gareth Williams

There were no observations.

**51 CORRESPONDENCE – MAY 2016**

There was no correspondence. Note and Close this item.

**52 ANY OTHER URGENT BUSINESS – MAY 2016**

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

## KIDWELLY TOWN COUNCIL

**14<sup>th</sup> JUNE 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 14<sup>th</sup> June 2016

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, T.Burns, D.Lloyd-Waterford, M.Thomas, P.Thompson, J.Gilasbey, F.Burke-Lloyd
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	L.Jones, J.Mayne

The chair welcomed the newly appointed town clerk and estates officer to the Estates Committee.

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

Minute 106 – Cllr T.Burns

Minute 118 – Cllr T.Burns & S.John

Minute 120 – Cllr J.Gilasbey left the room

### **Matters arising from the Estates Committee Meeting of 17<sup>th</sup> May 2016**

#### **105 CEMETERY**

The town clerk will arrange a site visit with the landscape architect. Cllr M.Thomas will attend.

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

Parking spaces have been made available at the rear of the church. However the lane leading to the area is not DDA compliant, neither is the lane in the ownership of the town council. The town clerk will investigate the options for making this land and access route compliant.

#### **107 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. No advice has been received.

#### **108 ACCESS TO GL13**

The access to GL13 has been cleared however the land is boggy. Additional hardcore is required, as is a parking space for a vehicle so that the bridleway is not obstructed. Once the work is completed the land will be put to tender. It was **RESOLVED** to put the land to tender – offers in excess of £400 for a 5 year tenancy.

#### **109 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.

### **110 THE QUAY WALL**

The estates officer reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Once the extent of the work is known, tenders will be sought.

### **111 CONSERVATION – MYNYDD MOUNTAIN, GLANYRAFON, QUAY**

The estates officer will investigate conservation planning at the Quay, Glanyrafon and Mynydd Mountain as part of the overall estates improvement plan. Note and **Close** this item.

### **112 REFUSE COLLECTION FROM BINS IN PARC STEPHENS**

The Kidwelly Parks Sporting Association has requested that the town council pay for emptying the two refuse bins in their section of the park. The town clerk has received a quote of £180 per annum from the estates contractor to do this additional task. It was **RESOLVED** not to add this cost to the estates maintenance contract. The Association will be informed. Note and **Close** this item.

### **113 WAUNGADOG BRIDLEWAY**

The large dip in the bridleway has been filled but additional sub-soil needs to be added. The county council is paying for the hire cost of machinery and for the scalpins. The estates officer will monitor the ongoing work.

### **114 COFEB GRAV**

It was recognised that the maintenance is the responsibility of the town council. The wooden fence is rotten and needs replacing. The estates officer recommended that a galvanised rail be installed, negating the need for future maintenance. Quotes will be sought. The contractor will be requested to spray the weeds at the site.

### **115 GLAN YRAFON**

Kidwelly in Bloom has identified an area suitable for wild flowers. The dog waste bins will be removed. The estates officer will liaise with the site volunteers when necessary. Note and **Close** this item.

### **116 TENDERS**

GL23 - it was **RESOLVED** to accept the tender of £360 per annum for a 5 year tenancy.

GL24 – the tenant has vacated the land. Arrears of rent are being sought. It was **RESOLVED** to put the land to tender, offers in excess of £800 per annum for a 5 year tenancy.

### **117 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33859	Full	Detached 2 storey dwelling with integral garage	Rear of Oakwood, Meinciau Road.	Michael Powell
2	S/33895	Listed	Alterations to Mason's Arms	Mason's Arms, 37 Water Street, Kidwelly	Dominic Rowley

There were no observations.

**118 A12 – TEMPORARY DEPOT FOR HAULIER**

A local building contractor has enquired about using the land at Pembrey Road as overnight parking of lorries for a period of between 6-12 months. This land is already leased to Burns Pet Nutrition. The contractor will be requested to contact Burns directly regarding this matter. Note and **Close** this item.

**119 H6 - POOR MAINTENENCE**

This land has not been managed adequately for some time. The estates officer will carry out regular inspection visits to ensure the land is brought up to standard. The estates officer will monitor the condition of all land in the owner ship of the town council and provide a written report by September, or as soon as possible thereafter. Note and **Close** this item.

**120 NEW BENCH FOR THE CEMETERY**

It was agreed, in principle, to accept the offer of a new bench, donated by Cllr J.Gilasbey. This will be integrated into the overall landscaping plan being considered as part of the cemetery enhancement scheme.

**121 COMMEMORATIVE TREE – QUEEN’S 90<sup>th</sup> BIRTHDAY**

It was **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen’s 90<sup>th</sup> birthday. The estates officer will source a tree suitable for the area, which is near the sea.

**122 CORRESPONDENCE – JUNE 2016**

A letter from Mr Byron Hughes had been circulated. The town clerk will respond on behalf of the council. Note and **Close** this item.

**123 ANY OTHER URGENT BUSINESS – JUNE 2016**

There were no objections to the “no loading prohibition” proposed by the county council. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

**12<sup>th</sup> JULY 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 12<sup>th</sup> July 2016

Present	Town Mayor	S.John
	Deputy Mayor	
	Councillors	A.Jenkins, T.Burns, D.Lloyd-Waterford, J.Mayne M.Thomas, P.Thompson, J.Gilasbey, F.Burke-Lloyd
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	L.Jones, J.Lewis

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

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 14<sup>th</sup> June 2016**

#### **179 CEMETERY**

A site visit with the landscape architect was held on 6<sup>th</sup> July 2016. A topographical survey is required so that plans can be drawn and planning permission applied for. Three quotes had been obtained, the lowest being £1270. It was **RESOLVED** to accept the lowest quote and commission the survey.

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

Parking spaces have been made available at the rear of the church. However the lane leading to the area is not DDA compliant, neither is the lane in the ownership of the town council. A site visit was held on 6<sup>th</sup> July 2016. A search for an additional DDA compliant space will be made. The county DDA officer is preparing a written report.

#### **181 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. No advice has been received.

#### **182 ACCESS TO GL13**

The access to GL13 has been cleared however additional hardcore is required for a parking space for a vehicle so that the bridleway is not obstructed. Three quotes had been received. £919.59, £1450, £1800. It was **RESOLVED** to accept the lowest quote and put the land to tender as soon as the work is completed. Tenders will be accepted by Executive Action.

#### **183 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.



#### **184 THE QUAY WALL**

The estates officer reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Once the extent of the work is known, tenders will be sought.

#### **185 WAUNGADOG BRIDLEWAY**

The large dip in the bridleway has been filled but additional sub-soil needs to be added. The county council is paying for the hire cost of machinery and for the scalpins. The county council will be asked to confirm that they will carry out future maintenance of this area.

#### **186 COFEB GRAV**

It was recognised that the maintenance is the responsibility of the town council. The wooden fence is rotten and needs replacing. The estates officer recommended that a galvanised rail be installed, negating the need for future maintenance. Quotes are being sought. Members will be shown designs before the work is commissioned.

#### **187 NEW BENCH FOR THE CEMETERY**

It was agreed, in principle, to accept the offer of a new bench, donated by Cllr J.Gilasbey. This will be integrated into the overall landscaping plan being considered as part of the cemetery enhancement scheme.

#### **188 COMMEMORATIVE TREE – QUEEN’S 90<sup>th</sup> BIRTHDAY**

It was **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen’s 90<sup>th</sup> birthday. The estates officer will source a tree suitable for the area, which is near the sea.

#### **189 TENDERS**

GL24 – It was **RESOLVED** accept the tender of £1020 per annum for a 5 year tenancy.

#### **190 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/33926	Full	Double storey side and rear extension	Wern Villa, Horeb Road Mynydd y Garreg	K.Perry
2	S/33928	Full	Conversion of workshop / warehouse to car sales showroom	Land adjoining Gravell’s service centre	Gravells Ltd
3	S/33948	Full	New agricultural shed for livestock	Goetre Uchaf, Trimsaran	Gary Williams
4	S/33973	Outline	Residential development	Land adjoining former Dinas Yard, Pembrey Road	Brian Beynon

Item 4:- Concerns were expressed over the number of houses to be built as so many would put pressure on schools and health services. If used for housing, an industrial site would be lost.

#### **191 REPORT ON RENT ARREARS – “in camera”**

It was agreed that enforcement of Court Orders should be carried out

**192 EASEMENT AT MOUNTAIN LODGE – “in camera”**

The tenant of L7 has obstructed access to land on the mountain and the track used by a neighbouring farmer. He has stated that he no longer wishes to take up the easement written into his deeds. The CLA will be asked for advice.

**193 POTHOLES ON STOCKWELL LANE**

There are many potholes in Stockwell Lane which is owned by the town council but which is maintained by the county council as it is part of the bridleway. The county council will be requested to fill in the potholes. If this is not possible, the estates officer will order scalpins and have the work done if the lane becomes dangerous. This will be carried out under Executive Action if necessary.

**194 SALE OF A9**

The property is land locked and can be approached only via a steep footpath which is overgrown. The estates officer will provide a location map and site report for members.

**195 DRAINAGE AT GLANNANT**

The culvert at the end of the lane to Llyn Fawr blocks in heavy rain. The lane is owned by the town council the culvert is owned by the county council. A site visit with the county council highways officer will be arranged to inspect the drainage system.

**196 CORRESPONDENCE – JULY 2016**

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

**197 ANY OTHER URGENT BUSINESS – JULY 2016**

1. Incidents of vandalism were reported at Glan yr Afon. The gate has been lifted off and needs securing and a new padlock is required. Trees have been hacked. The estates officer will arrange for this to be done. Note and **Close** this item.
2. H6 – No progress on drainage work has been made. It was **RESOLVED** that the estates officer meet with the tenant and schedule the work to be done. For clarity this item will be re-named “Drainage at H6”.

The Estates officer was thanked for the work he has done since the commencement of his employment with the council.

## KIDWELLY TOWN COUNCIL

**13<sup>th</sup> SEPTEMBER 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 13<sup>th</sup> September 2016

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, D.Lloyd-Waterford, J.Mayne M.Thomas, P.Thompson, J.Gilasbey, F.Burke-Lloyd
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
	Admin Assistant	Owain Davies
Apologies	Councillors	T.Burns, F.Burke-Lloyd

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

Minute 257 – Councillor S.John left the room

Minute 263 – Councillor J.Gilasbey left the room

**The Estates Officer had provided a written report.**

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> July 2016**

#### **255 CEMETERY**

The topographical survey is awaited. The proposed green burial site has been mown at a cheaper cost than originally tendered. The probation Service has agreed to carry out maintenance work at the cemetery as well as in Glan yr Afon and the Quay. They will be asked to reinstate the interpretation panel at Mynydd y Garreg.

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

Parking spaces have been made available at the rear of the church. However the lane leading to the area is not DDA compliant, neither is the lane in the ownership of the town council. Alternative suitable spaces will be sought, possibly next to the playground in Parc Stephens. It was **RESOLVED** to rent out the spaces at the rear of the church and seek to provide DDA compliant parking spaces in the town within a 6 month period. It was further **RESOLVED** to charge £300 per space per annum, the residents of Lady Street being given first options.

#### **257 RENT INCREASE A12**

Enquiries have ascertained that the commercial rent charged is reasonable. It was agreed to apply the 5% increase from the rent review period. Note and **Close** this item.

#### **258 ACCESS TO GL13**

Tenders were accepted by Executive Action - £460 per annum for a 5 year tenancy. Note and **Close** this item.

### **259 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. Cost implications of this undertaking will be investigated.

### **260 THE QUAY WALL**

The estates officer reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Once the extent of the work is known, tenders will be sought.

### **261 WAUNGADOG BRIDLEWAY**

The large dip in the bridleway has been filled but additional sub-soil needs to be added. A contractor will carry this out. The county council is paying for the hire cost of machinery and for the scalpins. The county council will be asked to confirm that they will carry out future maintenance of this area.

### **262 COFEB GRAV**

It was recognised that the maintenance is the responsibility of the town council. The wooden fence is rotten and needs replacing. The estates officer had recommended that a galvanised rail be installed, negating the need for future maintenance. Quotes had been received. £2945, £2120, £2149 all +VAT. It was **RESOLVED** to commission the work from Star Forge at £2149. Note and **Close** this item.

### **263 NEW BENCH FOR THE CEMETERY**

It was agreed to accept the offer of a new bench, donated by Cllr J.Gilasbey and install it in an agreed location. This will be ultimately integrated into the overall landscaping plan being considered as part of the cemetery enhancement scheme.

### **264 COMMEMORATIVE TREE – QUEEN’S 90<sup>th</sup> BIRTHDAY**

It was previously **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen’s 90<sup>th</sup> birthday. The estates officer will source a tree suitable for the area, which is near the sea.

### **265 EASEMENT AT MOUNTAIN LODGE – “in camera”**

The tenant of L7 has obstructed access to land on the mountain and the track used by a neighbouring farmer. He has stated that he no longer wishes to take up the easement written into his deeds. The CLA will be asked for advice.

### **266 POTHoles ON STOCKWELL LANE**

There are many potholes in Stockwell Lane which is owned by the town council but which is maintained by the county council as it is part of the bridleway. The county council will be requested to fill in the potholes. If this is not possible, the estates officer will order scalpins and have the work done if the lane becomes dangerous.

### **267 SALE OF GLA9**

The land, comprising of 1.35 acres has been valued at between £3-5k. The land is not suitable for grazing. Tree planting was considered. It was **RESOLVED** to put the land to tender – offers in excess of £4k, purchaser paying all costs, with a clawback clause to be applied.

### **268 DRAINAGE OF H6**

No progress on drainage work has been made. It was previously **RESOLVED** that the estates officer meet with the tenant and schedule the work to be done.

### **269 DRAINAGE AT GLANNANT**

The culvert at the end of the lane to Llyn Fawr blocks in heavy rain. The lane is owned by the town council the culvert is owned by the county council. A site visit with the county council highways officer revealed that the damage is within the town council section. The estates officer will seek quotes for the repairs.

### **270 TENDERS**

There were no tenders.

### **271 PLANNING APPLICATIONS**

There were no planning applications.

### **272 MAINTENANCE CONTRACT**

A 10 day additional work clause was included in the tender document issued for the three yearly estates maintenance contract. However the tender accepted contained only a 5 day clause. It was recognised that the way tenders are processed needs to be reviewed and the matter was referred to the Policy & Strategy Committee. Note and **Close** this item.

### **273 PLAYGROUNDS**

It was recognised that there are many issues outstanding in the transfer of assets from the county council to the town council. Funding will be withdrawn if certain transfers are not made before next March. Section 106 money is available but as yet not all money has been allocated. A meeting with officers from all the county council departments involved in all the transfers will be arranged and members will be informed of the date. The county will also be requested to remove the old play equipment from the park in Mynydd y Garreg.

It was noted that blockages in a culvert at the sea outlet may impact on drainage in Parc Stephens. This will also be addressed at the asset transfer meeting.

### **274 LAND DEVELOPMENT – “in camera”**

There are several areas in Mynydd y Garreg which could be utilised to increase the revenue of the council and consequently to provide more services to the community. It was **RESOLVED** that the estates officer seek further information on this matter.

### **275 CORRESPONDENCE – SEPTEMBER 2016**

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

### **276 ANY OTHER URGENT BUSINESS – SEPTEMBER 2016**

1. It was agreed that the town clerk and estates officer attend the Cemetery Seminar on 14<sup>th</sup> November 2016 at a cost of £165 each. Note and **Close** this item.

2. It was reported that the gate at Glan yr Afon is hanging off its hinges. This will be rectified. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

**11<sup>th</sup> OCTOBER 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 11<sup>th</sup> October 2016

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, D.Lloyd-Waterford, M.Thomas, P.Thompson, J.Gilasbey, F.Burke-Lloyd T.Burns, C.Peters-Bond
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
Apologies	Town Secretary	Anna Padgett
	Councillors	L.Jones, J.Mayne

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

Minute 350 – Cllr F.Burke-Lloyd left the room.

**The Estates Officer had provided a written report.**

### **Matters arising from the Estates Committee Meeting of 13<sup>th</sup> September 2016**

#### **341 CEMETERY**

The topographical survey is still awaited. It will be circulated as soon as possible. The proposed green burial site has been mown at a cheaper cost than originally tendered.

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

It was previously **RESOLVED** to rent out the spaces at the rear of the church and seek to provide DDA compliant parking spaces in the town within a 6 month period. Letters have been prepared to inform residents of this. They will be distributed with the Council Newsletter. The owner of the damaged metal garage will be contacted to discuss its future use.

#### **343 ASSET TRANSFER OF THE QUAY**

Discussions will be held with the county council to consider options for asset transfer of land at the Quay into the ownership of the town council. This matter was referred to Full Council. Note and **Close** this item.

#### **344 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Once the extent of the work is known, tenders will be sought.

#### **345 WAUNGADOG BRIDLEWAY**

The large dip in the bridleway has been filled but additional sub-soil needs to be added. The county council is paying for the hire cost of machinery and for the scalpins. The county council will be asked to ensure the work is completed before the wet weather sets in.

### **346 NEW BENCH FOR THE CEMETERY**

It was previously agreed to accept the offer of a new bench, donated by Cllr J.Gilasbey and install it in an agreed location. This will be ultimately integrated into the overall landscaping plan being considered as part of the cemetery enhancement scheme. Note and **Close** this item.

### **347 COMMEMORATIVE TREE – QUEEN’S 90<sup>th</sup> BIRTHDAY**

It was previously **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen’s 90<sup>th</sup> birthday. The estates officer will source a tree suitable for the area, which is near the sea.

### **348 EASEMENT AT MOUNTAIN LODGE**

The tenant of L7 has obstructed access to land on the mountain and the track used by a neighbouring farmer. He has stated that he no longer wishes to take up the easement written into his deeds. A fence needs to be erected alongside the property. Tenders had been sought for a post and rail fence and a netting fence. It was **RESOLVED** to accept the lowest tender of £960 for a stock proof netting fence which will be set back from the road. Note and **Close** this item.

### **349 POTHoles ON STOCKWELL LANE**

There are many potholes in Stockwell Lane which is owned by the town council but which is maintained by the county council as it is part of the bridleway. The county council will be requested to fill in the potholes. If this is not possible, the estates officer will order scalpins and have the work done if the lane becomes dangerous.

### **350 SALE OF GLA9**

The land, comprising of 1.35 acres has been valued at between £3-5k. The land is not suitable for grazing. It was previously **RESOLVED** to put the land to tender – offers in excess of £4k, purchaser paying all costs, with a clawback clause to be applied. No tenders had been received. It will be put to tender for a further month.

### **351 DRAINAGE OF H6**

No progress on drainage work has been made. It was previously **RESOLVED** that the estates officer meet with the tenant and schedule the work to be done.

### **352 DRAINAGE AT GLANNANT**

The culvert at the end of the lane to Llyn Fawr blocks in heavy rain. A site visit with the county council highways officer revealed that the damaged section is within the responsibility area of the town council. The estates officer has sought quotes for the repairs. One contractor had quoted £1056 for a plastic pipe, the other £1500 for concrete. The first contractor will be requested to quote for a specification using a concrete pipe. It was **RESOLVED** to accept the lowest quote once the costs of the two comparable specifications were known. The estates officer will inform members of the outcome. The work will be carried out as a matter of urgency before the inclement weather arrives.

### **353 PLAYGROUNDS**

It was recognised that there are many issues outstanding in the transfer of assets from the county council to the town council. This matter was referred to Full Council. Note and **Close** this item.

### **354 LAND DEVELOPMENT – “in camera”**

There are several areas in Mynydd y Garreg which could be utilised to increase the revenue of the council and consequently to provide more services to the community. It was previously **RESOLVED** that the estates officer seek further information on this matter.

### **355 TENDERS**

There were no tenders.

### **356 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/34409	Full	Retention of use of outbuilding as a caravan & camping reception office with toilet & shower block facilities with store room to 2 bedroomed holiday apartment	Waungadog Farm, Kidwelly	Dyfrig Dalziel
2	S/34513	Full	2 storey rear extension	2 Y Seidins, Meinciau Road, Mynydd y Garreg	Andrew Bearne
3	S/34514	Variation	Variation of Condition 1 (extension of time) and removal of Conditions 8,9,10 (code for sustainable homes)	Land adjacent to Brodawel, Pembrey Road, Kidwelly	Philip Roberts

There were no observations made.

### **357 POTHOLES AT GLAN YR AFON**

A pathway at Glan yr Afon is liable to flooding and potholes have appeared. The estates officer recommended that the situation be monitored and remedial action taken if the paths become unusable. Note and **Close** this item.

### **358 FLOODING AT BRYNHEFIN FIELDS**

A ditch alongside the old tramway is blocked, due in part to the dumping of garden waste by those holding tramway licences. A quote of £480 has been received. It was **RESOLVED** to accept the quote and have the ditch unblocked. Licensees will be warned that they need to keep the area clear of debris. Note and **Close** this item.

### **359 QUARTERLY RENT ARREARS REPORT – “in camera”**

1. Instalments will be paid monthly so the debt is cleared before the end of the financial year.
2. The previous tenant has left the area and attempts to trace him are being made.

### **360 CORRESPONDENCE – OCTOBER 2016**

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

### **361 ANY OTHER URGENT BUSINESS – OCTOBER 2016**

1. Glan yr Afon – holes have appeared in the car park, the surface is deteriorating. The county council will be requested to fill up the holes.
2. Dog waste containers will be removed as they are no longer needed.
3. The probation service will be given specific instructions as to how to cut back the undergrowth when they carry out maintenance work.
4. The field at the rear of Mynydd Hall needs cutting – this will be considered at the next estates meeting.



## KIDWELLY TOWN COUNCIL

8<sup>th</sup> NOVEMBER 2016

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 8<sup>th</sup> November 2016

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, D.Lloyd-Waterford, C.Peters-Bond, J.Mayne M.Thomas, P.Thompson, J.Gilasbey, T.Burns
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	L.Jones, F.Burke-Lloyd

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

Minute 423 – Councillor C.Peters-Bond left the room.

Minute 425 (GL7) – Councillors T.Burns & S.John left the room

**The Estates Officer had provided a written report.**

### **Matters arising from the Estates Committee Meeting of 11<sup>th</sup> October 2016**

#### **413 CEMETERY**

The topographical survey is still awaited. It will be circulated as soon as possible. The proposed green burial site has capacity for 1000 burials. The work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery.

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

It was previously **RESOLVED** to rent out the spaces at the rear of the church and seek to provide Equality Compliance parking spaces in the town within a 6 month period. The county council has agreed to provide these spaces in Parc Stephens stating that this will satisfy requirements. Letters have been sent to residents of Lady Street to inform them of this availability. No responses have been received. Letters have been prepared to distribute to residents of Bridge Street, Causeway Street and Plough Gardens.

#### **415 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Work will not commence until the weather and tides are suitable.

#### **416 WAUNGADOG BRIDLEWAY**

The large dip in the bridleway has been filled but additional sub-soil needs to be added. The county council has stated that the start date for the work is imminent. It was **RESOLVED** not to install gates on the advice of the Rights of Way Officer.

#### **417 COMMEMORATIVE TREE – QUEEN'S 90<sup>th</sup> BIRTHDAY**

It was previously **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen's 90<sup>th</sup> birthday. The estates officer has suggested: copper beech, acer, fruit trees, cherry blossom or a group of mixed trees.

#### **418 POTHoles ON STOCKWELL LANE**

There are many potholes in Stockwell Lane which is owned by the town council but which is maintained by the county council as it is part of the bridleway. The county council will be requested to fill in the potholes. If this is not possible, the estates officer will order scalpins and have the work done if the lane becomes dangerous.

#### **419 SALE OF GLA9**

The land, comprising of 1.35 acres has been valued at between £3-5k. The land is not suitable for grazing. It was previously **RESOLVED** to put the land to tender – offers in excess of £4k, purchaser paying all costs, with a clawback clause to be applied. No tenders had been received. It was **RESOLVED** to put the land to tender – offers in excess of £3k.

#### **420 DRAINAGE OF H6**

No progress on drainage work has been made. It was previously **RESOLVED** that the estates officer meet with the tenant and schedule the work to be done.

#### **421 DRAINAGE AT GLANNANT**

The culvert at the end of the lane to Llyn Fawr blocks in heavy rain. A site visit with the county council highways officer revealed that the damaged section is within the responsibility area of the town council. The estates officer had circulated specification for the work required to make repairs. Three quotes had been received, one did not comply. It was **RESOLVED** to accept the lowest quote of £1100.

#### **422 LAND DEVELOPMENT – “in camera”**

There are several areas in Mynydd y Garreg which could be utilised to increase the revenue of the council and consequently to provide more services to the community. Further investigations will be made.

#### **423 MAINTENANCE OF FIELD AT REAR OF MYNYDD HALL**

A town council document dated in 1968 leases the field and tennis court to the hall. There was no mention of a maintenance arrangement. Further investigations will be made.

#### **424 REPAIRS TO WALL – DIANA MEMORIAL GARDEN**

The ivy from the wall has been removed. Due to the damage caused by the plant, the wall needs to be re-pointed. This will be done in the spring. Volunteers who tend the garden will be informed. Confirmation that the wall is safe will be sought. Note and **Close** this item.

#### **425 TENDERS**

GL7 – the tenant will be offered a 5 year tenancy at £1140 per annum  
GL12 – the tenant will be offered a 1 year tenancy at £682 for the year

#### **426 PLANNING APPLICATIONS**

There were no applications received.

#### **427 CORRESPONDENCE – OCTOBER/NOVEMBER 2016**

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

#### **428 ANY OTHER URGENT BUSINESS – NOVEMBER 2016**

1. Unleashed dogs at the Quay was referred to General Purposes Committee.
2. The estates officer was thanked for his work.

Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

**13<sup>th</sup> DECEMBER 2016**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwennlian Centre, Kidwelly on Tuesday 13<sup>th</sup> December 2016

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, D.Lloyd-Waterford, J.Mayne P.Thompson, J.Gilasbey, T.Burns, L.Jones, F.Burke-Lloyd,
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	C.Peters-Bond, M.Thomas

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

**The Estates Officer had provided a written report. It was noted that:-**

- The survey of all council land should be completed by the end of the year.
- Branches and brambles at Glan yr Afon have been cut back
- Fencing at Cofeb Grav has been completed
- Drainage work at Brynhefin Fields has been completed
- A third payment on an outstanding debt has been paid

### **Matters arising from the Estates Committee Meeting of 8<sup>th</sup> November 2016**

#### **480 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved.

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

Letters have been sent to residents of all houses in the vicinity of the church informing them of the availability of parking spaces. One response has been received and a licence has been issued. This will continue to be monitored. Confirmation of the county council's intention to place two compliant parking spaces in Parc Stephens will be sought. For clarity this matter will be re-named "Compliant Parking Spaces at Parc Stephens".

#### **482 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Work will not commence until the weather and tides are suitable.

#### **483 WAUNGADOG BRIDLEWAY**

The large dip in the bridleway has been filled but additional sub-soil needs to be added. The county council has stated that the start date for the work is imminent. Two county council officials have inspected the site to ensure access for materials is possible.

#### **484 COMMEMORATIVE TREE – QUEEN’S 90<sup>th</sup> BIRTHDAY**

It was previously **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen’s 90<sup>th</sup> birthday. The estates officer has suggested: copper beech, acer, fruit trees, cherry blossom or a group of mixed trees. Costs will be investigated.

#### **485 POTHoles ON STOCKWELL LANE**

There are many potholes in Stockwell Lane which is owned by the town council but which is maintained by the county council as it is part of the bridleway. The Rights of Way officer has been informed that gates at either end of the bridleway will not be required. Note and **Close** this item.

#### **486 SALE OF GLA9**

The land, comprising of 1.35 acres has been valued at between £3-5k. The land is not suitable for grazing. It was previously **RESOLVED** to put the land to tender – offers in excess of £4k, purchaser paying all costs, with a clawback clause to be applied. No tenders had been received and the land was put back to tender – offers in excess of £3k but no response has been received. It will be re-advertised for a further month.

#### **487 DRAINAGE OF H6**

No progress on drainage work has been made. It was previously **RESOLVED** that the estates officer meet with the tenant and schedule the work to be done.

#### **488 DRAINAGE AT GLANNANT**

The culvert at the end of the lane to Llyn Fawr blocks in heavy rain. Repair work to the culvert will commence on 19<sup>th</sup> December 2016.

#### **489 LAND DEVELOPMENT – “in camera”**

There are several areas in Mynydd y Garreg which could be utilised to increase the revenue of the council and consequently to provide more services to the community. Further investigations will be made.

#### **490 MAINTENANCE OF FIELD AT REAR OF MYNYDD HALL**

A town council document dated in 1968 leases the field and tennis court to the hall. There was no mention of a maintenance arrangement. Further investigations are ongoing.

#### **491 TENDERS**

There were no tenders.

#### **492 PLANNING APPLICATIONS**

	REF	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/34813	Reserved matters for design, siting, access, landscaping	Plots 1&2 Stockwell Lane, Kidwelly	Mr C. Tonge

No observations were made.

**493 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

Footpaths are overgrown with brambles and branches. The county council will be requested to clear the paths and declassify the Byway Open to All Traffic as a bridleway.

**494 CORRESPONDENCE – NOVEMBER/DECEMBER 2016**

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

**495 ANY OTHER URGENT BUSINESS – DECEMBER 2016**

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

The Chair wished everyone a Merry Christmas and a Happy New Year.