

KIDWELLY TOWN COUNCIL

15th JANUARY 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 15th January 2019

Present	Town Mayor	
	Deputy Mayor	
	Councillors	G.Jones, A.Jenkins, C.Peters, J.Gilasbey C.Peters-Bond, D. Lloyd-Waterford, G.Beer, S.Ratty, J.Mayne, J.Bezant
	Town Clerk	V. O'Reilly
	Estates officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	T.Burnett, L.Jones, P.Thompson, C.Davies
No Apologies	Councillor	

459 MEMBER'S DECLARATIONS OF INTEREST

Minute 471- Councillor Jeanette Gilasbey declared an interest and in all matters relating to planning applications.

Minute 473 - Councillor A.Jenkins left the room.

460 ESTATES OFFICER REPORT

The estates officer had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Phase 2

Building spend - £466,437.88

Christmas lights

Mynydd y Garreg fencing has been returned off hire and lights stored. The main cable will be removed as soon as possible. It was noted that barriers used when the slide in the park was installed had been left behind. These will be removed. The estates officer was thanked for the work done to ensure the Mynydd lights were installed and removed.

Maintenance contract

To be re-initiated in January 2019. A revised mowing schedule is being drafted.

St Mary's Clock

The clock has been repaired and payment received from the insurers.

Land at the Quay and Ger y Castell

The solicitor has been instructed to proceed with an adverse possession claim on two areas of land. Natural Resources Wales are awaiting the outcome before negotiating fencing at the quay.

LDP Candidate sites

Confirmation of registration of sites has been received from Carmarthenshire County Council.

Matters arising from the Estates Committee Meeting of 11th December 2019

461 CEMETERY

The cemetery layout is now computerised so future development of the site will be easier to manage. The estates officer will investigate costs for cemetery development. An estimate of works for the Green Burial site has been requested but no information is forthcoming.

462 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and have been planted.

463 FUTURE DEVELOPMENT GLH14

Three quotes had been received for the clearance work. £8556, £5401, £5255. It was **RESOLVED** to accept the lowest quote. Work will commence as soon as weather permits.

464 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. The Crown Estate will be requested to provide evidence that the slipway was installed by the town council and under what conditions. Investigations have revealed that it has been in situ for over 60 years. Having possessed a former lease will solidify the council's adverse possession claim for land at the quay.

465 MAINTENANCE OF FLORAL BOXES

Members had been informed that the floral boxes at the gateways are in need of new wooden panels. Quotes have been sought for replacements/repairs. Internal waterproof lining will be inserted between the wood and the soil to elongate the life of the wood. The quotes will be considered at the next Full Council.

466 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. Volunteers are willing to carry out this work and will be contacted. Future treatments will be included in the estates contract.

467 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. The land may be held by the housing department or parks department. The housing section has a ring-fenced housing revenue pot which could possibly be accessed for park development. The town council has no funding to bring the area back into public use. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

468 LAND AT OLD POST OFFICE

Members were informed that an individual has taken down some fencing on council land and is driving over it to access a field. He will be contacted and 2 options presented. It was **RESOLVED** that he be told to stop incursion onto council land or have a wayleave agreement with the council.

469 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

470 AGRICULTURAL TENDERS

GL13 – It was previously **RESOLVED** to put the land to tender for a 1 year tenancy – offers in excess of £450. No response has been received. It was **RESOLVED** to put it out to tender for a further month. A data base of prospective tenants will be created and used in future to advertise vacant land.

GL6 – As per Land Management Policy, it was **RESOLVED** to offer the existing tenant a 3 year tenancy at £665 per annum.

The town clerk will clarify the need for a councillor to declare an interest {if he/she is a council tenant} if matters of rent increases are discussed.

471 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/38192	Full Planning	Rear 2 storey extension and side temperate store addition	110 Hillfield Villas, Kidwelly, SA17 4UN	Mr James Evans
2	S/3193	Reserved Matters	Erection of single dwelling with built in garage	Land adjacent to Awel y Mor, Monksford Street, Kidwelly, SA17 4TW	Mr Aled Williams
3	S/38281	Full Planning	Single storey rear extension with balcony	4 Llys Afallon, Kidwelly, SA17 5EJ	Mrs Burns
4	S/38282	Full Planning	Proposed construction of new 210 place Welsh medium school and 30 place nursery with associated access, car parking, sports pitch, muga and associated landscaping & infrastructure works.	Land east of Parc Pendre, Kidwelly, SA17 4AJ	Property Design & Projects Manager - Hywel Harries
5	S/38283	Full Planning	Construction of a portal steel storage building	Coal Yard, Pembrey Road, Kidwelly, SA17 4TF	Burns Pet Nutrition Ltd
6	S/38288	Full Planning	Proposed demolition of existing school building and redevelopment of site to provide new 270 place English medium primary school with 30 place nursery and up to 23 full time places for early years (wrap around care) provision with car park, sports pitch, muga and associated landscaping & infrastructure works	Ysgol Y Castell, Priory Street, Kidwelly, SA17 4TR	Property Design & Projects Manager - Hywel Harries

Item 5 – This land is held under lease from the town council. The estates officer will investigate whether the addition of a building will alter the value of the property.

472 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was **RESOLVED** in principle to proceed, depending on reasonable cost.

473 WATER PIPE AT LLYN FAWR LANE

A request to install a water pipe across the Llyn Fawr lane, {which is owned by the town council} has been received. It was **RESOLVED** in principle, to grant permission subject to:- Confirmation that the contractor used would be approved by Welsh Water; provision of an indemnity that ensures reinstatement would be made if the lane surface deteriorated. The owner of Llyn Fawr will be informed of the work as he is responsible for lane maintenance. The work must be done at no cost to the town council which will levy no wayleave payment. Note and **Close** this item.

474 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

475 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

476 CORRESPONDENCE DECEMBER 2018/JANUARY 2019

Anne Gilly	The Co-operative Pioneer has requested a meeting with the Floral Enhancement group to consider flower planting in the coming season. A meeting will be arranged. Note and Close this item.
Evans Powell	Fees for registering land had been submitted. This matter was referred to the Finance Committee. Note and Close this item.

477 ANY OTHER URGENT BUSINESS – JANUARY 2019

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

KIDWELLY TOWN COUNCIL

12th FEBRUARY 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 12th February 2019

Present	Town Mayor	P.Thompson
	Deputy Mayor	
	Councillors	A.Jenkins, C.Peters, J.Gilasbey C.Peters-Bond, D. Lloyd-Waterford, G.Beer, J.Mayne, J.Bezant, T.Burnett
	Town Clerk	V. O'Reilly
	Estates officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, G.Jones, C.Davies, S.Ratty
No Apologies	Councillor	

522 MEMBER'S DECLARATIONS OF INTEREST

Minute 536 - Councillor Jeanette Gilasbey declared an interest and in all matters relating to planning applications.

523 ESTATES OFFICER REPORT

The estates officer had provided a written report which was considered. Issues not covered by matters arising are as follows:-

St Mary's Clock

The clock has been repaired and payment received from the insurers.

Christmas

It was noted that there was a delay in removing the Christmas trees and decorations. Christmas planning will be included on the agenda for the next meeting. sting Playground equipment

Consideration needs to be given to on-going maintenance costs

H3

The precise boundaries have been agreed and a map issued to the solicitors for clarification

Glanyrafon

Meeting held with CCC Biodiversity officer Isabel Macho to discuss future use and maintenance. Queried possible funding with Heritage Lottery Fund. Possible public consultation evening could be held.

Estates Strategic Plan

It was **RESOLVED** to draw up an Estates Strategic Plan to compliment the council's Five Year Strategic Plan. It was noted that the plans should reflect the local heritage and be ecologically sound. It was further **RESOLVED** to hold a Public Consultation Event so that residents could provide input into these plans.

Matters arising from the Estates Committee Meeting of 15th January 2019

524 CEMETERY

An estimate of works to fully develop the Green Burial site has been quoted at £137k. It was **RESOLVED** to plan and cost a staged manageable development of the site.

Remembrance Garden – the wooden fencing is not in danger of collapse but will need replacing in a year or so. A new scheme for an extension is needed.

525 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and have been planted.

526 FUTURE DEVELOPMENT GLH14

Work on clearance of the land will commence on 18th February 2019.

527 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. The Crown Estate will be requested to provide evidence that the slipway was installed by the town council and under what conditions. Investigations have revealed that it has been in situ for over 60 years. Having possessed a former lease will solidify the council's adverse possession claim for land at the quay. However, the high water mark has shifted significantly. The solicitor has been instructed to investigate whether this move of the water mark will affect the adverse possession claim.

528 MAINTENANCE OF FLORAL BOXES

Members had been informed that the floral boxes at the gateways are in need of new wooden panels. It was **RESOLVED** to purchase 5 brown boxes made from recycled materials at a cost of £236.87 each. Councillor J. Mayne volunteered to fix them together and Councillor C.Peters volunteered to assist with planting.

529 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. Volunteers are willing to carry out this work and will be contacted. Future treatments will be included in the estates contract.

530 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. The land may be held by the housing department or parks department. The housing section has a ring-fenced housing revenue pot which could possibly be accessed for park development. The town council has no funding to bring the area back into public use. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

531 LAND AT OLD POST OFFICE

Members were informed that an individual has taken down some fencing on council land and is driving over it to access a field he is renting. It was noted that a new fence and access had been made nearby. The estates officer will clarify the position. An Open Reach pole stands on the council land. Wayleave payments will be investigated.

532 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

533 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was previously **RESOLVED** in principle to proceed, depending on reasonable cost.

534 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

535 AGRICULTURAL TENDERS

GL13 – No responses to tenders have been received. Adjacent land is being cleared. Once this has been completed, GL13 will be incorporated into this area, making it a more appealing rental proposition.

GLA11 – It was **RESOLVED** to offer the existing tenant a further 1 year lease at £400 for the year.

536 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/38312	Full Planning	Proposed rear extension off existing dwelling	9 Westhill Crescent, Kidwelly, SA17 4US	Matthew Cray
2	S/38334	Full Planning	Lean-to conservatory to rear	Church View, Mynyddygarreg, Kidwelly, SA17 4LP	Ms Hazeltine
3	S/38370	Full Planning	Proposed removal of existing front office unit and new 3 bedroom, bathroom and office addition to front forecourt	Glan Morfa Nursing Home, 52-54, Station Road, Kidwelly, SA17 4UR	B Morris

No observations on items 1 and 2. Concerns over traffic and parking issues at item 3 will be raised.

537 LAND AT KINGSWOOD

It was **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut.

538 ESTATE MAINTENANCE CONTRACT

It was **RESOLVED** to adopt the criteria for reduced mowing as specified by the estates officer. This will allow the land and flora and fauna to recover between mowings. Wildflower areas will be included. Toilet maintenance will be a separate contract.

539 RENT INCREASES

Due to lack of time, setting of rent increases was deferred.

540 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

541 CORRESPONDENCE JANUARY/FEBRUARY 2019

1	G Dininno	Application for adverse possession of land containing council land has been made. Details have been sent to the solicitor.
2	CCC	Two gates on BOAT 11/15 have been compromised. Councillor A.Jenkins will meet with neighbouring landowners to consider access issues and concerns over livestock.
3	GVEC	Reduced cost for a planning application for solar panels at Hillfield Villas has been confirmed. A field has been surveyed but no further details are known. A report from GVEC will be requested. This matter is being considered by Full Council. Note and Close this item.

542 ANY OTHER URGENT BUSINESS – FEBRUARY 2019

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

KIDWELLY TOWN COUNCIL

12th MARCH 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 12th March 2019

Present	Town Mayor	
	Deputy Mayor	C.Davies
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, S.Ratty, C.Peters-Bond, G.Beer, J.Mayne, J.Bezant, T.Burnett, B.A.Williams
	Town Clerk	V. O'Reilly
	Estates officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, P.Thompson, D.Lloyd-Waterford
No Apologies	Councillor	G.Jones

583 MEMBER'S DECLARATIONS OF INTEREST

Minute 600 - Councillor Jeanette Gilasbey declared an interest and in all matters relating to planning applications.

584 ESTATES OFFICER REPORT

The estates officer had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Stockwell Lane tree

Awaiting date from tree surgeon

Bins at Quay

Bins have been vandalised – parts have been ordered and one has to be replaced

Existing Playground equipment

Consideration needs to be given to on-going maintenance costs

H3

The precise boundaries have been agreed and a map issued to the solicitors for clarification.

The matter is proceeding.

Straying animals

Incidents of straying animals have been addressed

Ownership of land

An ownership query of land at Horeb Road has been raised. The council does not own the land in question.

Installation of a water stand pipe

A tenant will install a stand pipe for animal watering in Mynydd y Garreg

Wayleave

Council solicitor will need to draw up an updated Right of Way access agreement at 2 Horeb Road as the property is being sold. Legal costs are to be borne by the purchaser. The roadway will be valued and other users right of way will be queried.

24 Station Road

The estates officer will meet with CCC social services to assess the needs of the council tenant.

Allotments

Registration of the land at the allotments is progressing.

Matters arising from the Estates Committee Meeting of 12th February 2019

585 CEMETERY

An estimate of works to fully develop the Green Burial site has been quoted at £137k. It was previously **RESOLVED** to plan and cost a staged manageable development of the site. Remembrance Garden – the wooden fencing is not in danger of collapse but will need replacing in a year or so. A new scheme for an extension is needed.

586 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and have been planted.

587 FUTURE DEVELOPMENT GLH14

Work on clearance of the land has commenced.

588 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. The Crown Estate will be requested to provide evidence that the slipway was installed by the town council and under what conditions. Legal advice has revealed that an adverse possession claim would be highly unlikely to succeed. It was therefore **RESOLVED** not to proceed with the claim. The town clerk and estates officer will negotiate terms of a new lease with the Crown Estate agent.

589 MAINTENANCE OF FLORAL BOXES

Prices for timber replacements for the existing boxes are awaited.

590 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. Volunteers are willing to carry out this work and will be contacted. Future treatments will be included in the estates contract.

591 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

592 LAND AT OLD POST OFFICE

Members were informed that an individual has taken down some fencing on council land and is driving over it to access a field he is renting. It was noted that a new fence and access had been made nearby and the problem has been resolved. Note and **Close** this item.

593 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

594 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was previously **RESOLVED** in principle to proceed, depending on reasonable cost.

595 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

596 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut.

597 ESTATE MAINTENANCE CONTRACT

It was **RESOLVED** to accept the tender of £20,900. The website will be updated to include information on the responsibilities of the town council:- litter bins and highway lighting. Note and **Close** this item.

598 RENT INCREASES

It was **RESOLVED** that the annual rent increases from 1st April 2019 will be as follows:-
Tramways - £55 Annual easement WL1 - £75 Garage spaces GS2 & 4 - £210
Allotments - £248. Note and **Close** this item.

599 AGRICULTURAL TENDERS

GL6 – It was **RESOLVED** to issue a tenancy agreement for a period of 3 years at an annual rent of £630. This will reflect the reduction in the area of land to be tenanted. Previous rent will be adjusted to take this into account.

600 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/38434	Full Planning	Application for a dropped kerb to allow for off street parking for 2 cars	16 Priory Street, Kidwelly, SA17 4TR	Alun & Katie Williams & Davies, 16 Priory Street, Kidwelly, SA17 4TR
2	S/38492	Full Planning	Construction of a yurt	Parc y Bocs Farm, Kidwelly, SA17 5AB	Burns Pet Nutrition Ltd
3	S/38520	Full Planning	Extension to cow shed	Garreg Farm, Meinc iau Road, Mynyddygarreg, Kidwelly, SA17 4RA	Anthony Gibbon

No observations.

601 CORRESPONDENCE JANUARY/FEBRUARY 2019

1	G Dininno	Application for adverse possession of land containing council land has been made. Council solicitor has indicated the claim is strong. He will be asked if any remuneration could be obtained. For clarity this item will be renamed “Adverse possession claim – Brynhfryd”
2	CCC	Two gates on BOAT 11/15 have been compromised. Various options for fencing and installing cattle grids were considered. It was agreed that the BOAT needs to be downgraded to a footpath. Discussions to progress this will be held with the county Rights of Way Officer. It was recognised that this process would take a considerable time. As a temporary measure 2 pedestrian gates could be installed. Note and Close until further information is received.

602 CHRISTMAS ARRANGEMENTS

Decisions about placement of Christmas trees (permanent or removable) need to be taken as soon as possible. Various sites were considered in relation to power supply for the lights and in regard to ownership of land. It was recognised that planning for the seasonal festivities should be a priority. A Christmas Committee meeting will be arranged in May 2019 when further information on trees and locations will be available.

603 SENSORY GARDEN – PARC STEPHENS

Plans for the sensory garden have been drawn up. Volunteers will be recruited for the installation. This matter is under consideration by Full Council. Note and **Close** this item.

604 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

605 CORRESPONDENCE FEBRUARY/MARCH 2019

Ty Golau	A letter thanking the town council, Councillor J.Gilasbey and all the volunteers for their work in daffodil planting and floral enhancement has been received. The thanks was much appreciated. Note and Close this item.
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606 ANY OTHER URGENT BUSINESS – MARCH 2019

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

KIDWELLY TOWN COUNCIL

9th APRIL 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 9th April 2019

Present	Town Mayor	P.Thompson
	Deputy Mayor	
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, S.Ratty, C.Peters-Bond, G.Beer, J.Mayne, J.Bezant, T.Burnett, B.A.Williams, D.Lloyd-Waterford
	Town Clerk	V. O'Reilly
	Estates officer	
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, G.Jones
No Apologies	Councillor	C.Davies

654 MEMBER'S DECLARATIONS OF INTEREST

Minute 670 - Councillor Jeanette Gilasbey declared an interest and in all matters relating to planning applications.

655 ESTATES OFFICER REPORT

The estates officer was unable to attend due to illness but he had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Tree/hedge maintenance

- Stockwell Lane - work will cost £700 - £350 from last year's budget- deferred until September because of a nesting crow.
- Cutback at Brynhefin has been completed.
- Hedge trimming at Heol yr Ysgol cost £45.60.
- Hedging to be coppiced along the lane adjacent to the Prince of Wales.
- Arborist commenced tree surveys on 1st April 2019. Maps provided by Pear Technology, a partner provider with Ordnance Survey – cost of £85. Application made for a Public Sector Mapping Agreement at no cost. The OS licence will facilitate future mapping of all assets onto the one terrier map

Jubilee Bench

Bench on the square has been repaired.

24 Station Road

CCC social services have carried out an assessment of the needs of the council tenant. A faulty socket has been replaced.

Japanese Knotweed

Our previous contractor has ceased trading. A new tender will be put out.

Sensory Garden

The film crew will undertake an initial filming session on 11th April 2019. There is a lack of clarity as to the whole project. There is a meeting planned for some time in the next 2 weeks. The town clerk will find out the details and inform members. A schedule of work and full costings need to be prepared and approved.

2 Banc Pendre

The flower box adjacent to 2 Banc Pendre sits, partially, inside the property boundary, the siting of which was approved by the owner for the Cydweli 900 celebrations. She now wishes the box to be removed completely as she is selling the house, claiming that all the land is in her ownership, when part is actually unregistered. It was **RESOLVED** to remove the flower box from her land and replace it 1 metre nearer the pavement. Possessory title for the unregistered land will be applied for.

Matters arising from the Estates Committee Meeting of 12th March 2019

656 CEMETERY

An estimate of works to fully develop the Green Burial site has been quoted at £137k. It was previously **RESOLVED** to plan and cost a staged manageable development of the site. Remembrance Garden – the wooden fencing is not in danger of collapse but will need replacing in a year or so. A new scheme for an extension is needed.

657 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and have been planted.

658 FUTURE DEVELOPMENT GLH14

Clearance of the land has commenced. Additional work has been identified to bring the land up to an acceptable standard. It was **RESOLVED** to carry out the work at a cost of £1500. A request to purchase 10 acres of this land has been received. It was **RESOLVED** not to sell at this time.

659 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. The Crown Estate will be requested to provide evidence that the slipway was installed by the town council and under what conditions. The town clerk and estates officer are in the process of negotiating terms of a new lease with the Crown Estate agent – to include a clause to allow sub-letting.

660 MAINTENANCE OF FLORAL BOXES

Using timber replacements for the existing boxes is a possibility. Quotes have been received for pre-formed boxes but these were considered too small a size for the intended locations. The use of stone built boxes will be investigated.

661 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. Volunteers are willing to carry out this work and will be contacted. Future treatments will be included in the estates contract.

662 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

663 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

664 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was previously **RESOLVED** in principle to proceed, depending on reasonable cost.

665 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

666 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

667 ADVERSE POSSESSION CLAIM – BRYNHYFRYD “in camera”

Application for adverse possession of land owned by the council has been made. Council solicitor has indicated that the claim is strong. Not to defend the claim may set a precedent for future adverse possession claims being made. It was **RESOLVED** to instruct the council’s solicitor to enter a counter notice in an attempt to repossess.

668 CHRISTMAS ARRANGEMENTS

Decisions about placement of Christmas trees (permanent or removable) need to be taken as soon as possible. Various sites were considered in relation to power supply for the lights and in regard to ownership of land. It was recognised that planning for the seasonal festivities should be a priority. A Christmas Committee meeting will be arranged in May 2019 when further information on trees and locations will be available.

669 AGRICULTURAL TENDERS

GL43 – this matter was deferred.

670 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/38559	Full Planning	Proposed storage outbuilding, replacing demolished garage	38 Priory Street Kidwelly SA17 4TY	Angela Jones

No observations.

671 RIGHT OF WAY – 2 HOREB ROAD

The property is being sold. It was **RESOLVED** that a right of way to the rear of the property, over council land, be drawn up for a period of 1 year. Upon expiry of the right of way, future access issues over the lane will then be considered.

672 QUAY WALL

The quay wall – which has listed building status – is in need of attention. It was **RESOLVED** to tender for a structural survey.

673 A7 TENANCY TO BE REVIEWED

This matter was deferred.

674 LAND NEAR 27 HOREB ROAD “in camera”

Issues have arisen over the sale of land and cutting of trees. This was considered “in Camera” because of the confidential nature of the matter.

675 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

676 CORRESPONDENCE MARCH/APRIL 2019

There was no correspondence, not previously dealt with. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

14th MAY 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 14th May 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	T.Burnett
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, C.Peters-Bond, J.Mayne, J.Bezant, B.A. Williams, D.Lloyd-Waterford, P.Thompson, J.Parry
	Town Clerk	V. O'Reilly
	Estates officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, G.Beer, S.Ratty, G.Jones
No Apologies	Councillor	

18 MEMBER'S DECLARATIONS OF INTEREST

Minute 34 – Councillor J.Gilasbey declared an interest in all matters relating to Planning.

19 ESTATES OFFICER REPORT

The estates officer had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Glan yr Afon

Tyres left after the floral display need to be disposed of.

Storm damage to trees was reported. Arborist has recommended action. Safety barriers in place. Quotes have been sought. Delegated power was given to the estates officer to appoint a contractor because of the urgent health & safety issues involved. All contractor licenses and insurances will be checked. The public will be informed for the reasons for the pollarding.

Sensory Garden

An initial filming session went ahead on 11th April 2019. Construction works will take place during the weekend of 22nd June 2019.

2 Banc Pendre

Probation Service will remove the planter box

Parc Stephens Inclusive and Accessible Play Project

Details of the equipment to be purchased and costs were circulated. As £18k will be drawn from Section 106 money, managed by the county council, enquiries will be made as to the invoicing of the equipment and VAT implications. It was **RESOLVED** to fully support the project as the equipment will be installed on town council owned land at the park.

Matters arising from the Estates Committee Meeting of 9th April 2019

20 CEMETERY

An estimate of works to fully develop the Green Burial site has been quoted at £137k. It was previously **RESOLVED** to plan and cost a staged manageable development of the site. Remembrance Garden – the wooden fencing is not in danger of collapse but will need replacing in a year or so. A new scheme for an extension is needed.

21 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and have been planted.

22 FUTURE DEVELOPMENT GLH14

Clearance of the land has commenced. Additional work has been identified to bring the land up to an acceptable standard. It was previously **RESOLVED** to carry out the work at a cost of £1500. A request to purchase 10 acres of this land has been received. It was previously **RESOLVED** not to sell at this time. Access issues are being resolved.

23 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. The Crown Estate will be requested to provide evidence that the slipway was installed by the town council and under what conditions. The town clerk and estates officer are in the process of discussing terms of a potential new lease with the Crown Estate agent – to include a clause to allow sub-letting.

24 MAINTENANCE OF FLORAL BOXES

Using timber replacements for the existing boxes is a possibility. Quotes have been received for pre-formed boxes but these were considered too small a size for the intended locations. The use of stone built boxes will be investigated.

25 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. Volunteers are willing to carry out this work and will be contacted. Future treatments will be included in the estates contract.

26 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

27 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

28 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was previously **RESOLVED** in principle to proceed, depending on reasonable cost.

29 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

30 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

31 ADVERSE POSSESSION CLAIM – BRYNHYFRYD

Application for adverse possession of land owned by the council has been made. The council's solicitor has advised against entering a counter notice in an attempt to repossess. Note and **Close** this item.

32 CHRISTMAS ARRANGEMENTS

Decisions about placement of Christmas trees (permanent or removable) need to be taken as soon as possible. Various sites were considered in relation to power supply for the lights and in regard to ownership of land. It was recognised that planning for the seasonal festivities should be a priority. A Christmas Committee meeting will be arranged in May 2019 when further information on trees and locations will be available.

33 AGRICULTURAL TENDERS

GL43 – this matter was deferred.

34 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/38787	Outline	Construction of 2 detached, 2 storey houses	Former Bowls & Social Club, 28 Lady Street, Kidwelly	Edward Properties

No observations were made.

35 RIGHT OF WAY – 2 HOREB ROAD

The property is being sold. It was **RESOLVED** that a right of way to the rear of the property, over council land, be drawn up for a period of 1 year. Upon expiry of the right of way, future access issues over the lane will then be considered.

36 QUAY WALL

The quay wall – which has listed building status – is in need of attention. It was previously **RESOLVED** to tender for a structural survey.

37 A7 TENANCY TO BE REVIEWED

This matter was deferred.

38 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3 “*in camera*”

Issues have arisen over the sale of land and cutting of trees. The estates officer had presented various options which were discussed. This was considered “in Camera” because of the confidential nature of the matter.

39 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

40 CORRESPONDENCE APRIL/MAY 2019

There was no correspondence, not previously dealt with. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

11th JUNE 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 11th June 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	T.Burnett
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, C.Peters-Bond, J.Mayne, J.Bezant, D.Lloyd-Waterford, G.Beer
	Town Clerk	V. O'Reilly
	Estates officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, J.Parry, S.Ratty, P.Thompson
No Apologies	Councillor	G.Jones, B.A.Williams

77 MEMBER'S DECLARATIONS OF INTEREST

Minute 97 – Councillor J.Gilasbey declared an interest in all matters relating to Planning.

78 ESTATES OFFICER REPORT

The estates officer had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Glan yr Afon

Tyres left after the floral display have been removed. Storm damage to trees has been rectified. A fire has been lit near a bench. Signs stating “No fires allowed” will be displayed.

Sensory Garden

Construction works has commenced with paths laid and boundary fence installed. Members were invited to the opening on 23rd June 2019.

2 Banc Pendre

Probation Service has removed the planter box. Costs of claiming adverse possession for the unregistered land will be investigated.

Tree Surveys

Surveys have been carried out at the Quay, Glan yr Afon and Stockwell Lane. Urgent work has been initiated.

33 Hillfield Villas

Storm damage to roof of shed is being repaired.

Church Clock

Repairs needed at a cost of £2006 +VAT. Insurance claim to be investigated.

Allotments

Adverse possession claim for unregistered land is being pursued.

Fire Risk Assessment

An assessment of the offices and hall has been carried out at a cost of £300 – referred to Finance.

Bins

Extra costs incurred by fly tipping and overflowing bins. Bins at Quay have been repaired. Larger bins are required. 8 additional bins need emptying as a result of asset transfers. It was **RESOLVED** to pay the contractor an additional £2400 per annum for this extra work. Various methods of funding this cost were considered; sponsorship for a bin

It was **RESOLVED** to contact the county council to investigate the availability of double recycling bins and for costs.

Matters arising from the Estates Committee Meeting of 14th May 2019

79 CEMETERY

A letter from Mr Ieuan Hughes has been received regarding poor maintenance at the cemetery and various locations around the estate. It was recognised that the Memorial Garden is in desperate need of upgrading. The meadow area will be reduced. The Probation Service will paint the fence. Mr Hughes will be invited to attend a site visit to discuss the issues. It was recognised that his local knowledge would be invaluable in identifying estate assets.

80 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and have been planted.

81 FUTURE DEVELOPMENT GLH14

Clearance of the land has commenced. Additional work has been identified to bring the land up to an acceptable standard. It was previously **RESOLVED** to carry out the work at a cost of £1500. Work will continue.

82 LEASE OF THE FORESHORE

After consideration of the possible advantages of a lease, it was **RESOLVED** to pay the £280 due for a holding lease.

83 MAINTENANCE OF FLORAL BOXES

Seven boxes need attention at a cost of £321 per box. It was **RESOLVED** to purchase 3 new boxes to replace the most severely rotted ones. Four others will be replaced later in the year.

84 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. The Probation Service will be requested to carry out this work.

85 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

86 PARC STEPHENS INCLUSIVE AND ACCESSIBLE PLAY PROJECT

£18k will be drawn from Section 106 money, managed by the county council, enquiries will be made as to the invoicing of the equipment and VAT implications.

87 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

88 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was previously **RESOLVED** in principle to proceed, depending on reasonable cost.

89 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

90 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

91 CHRISTMAS ARRANGEMENTS

The county council has been contacted regarding costs for electrical supplies for additional Christmas tree lights. A response is awaited.

92 RIGHT OF WAY – 2 HOREB ROAD

The property has been sold. A right of way to the rear of the property, over council land, has been finalised. Note and **Close** this item.

93 QUAY WALL

The quay wall – which has listed building status – is in need of attention. It was previously **RESOLVED** to tender for a structural survey.

94 A7 TENANCY TO BE REVIEWED

The fencing has been repaired. This matter will be monitored closely. Note and **Close** this item.

95 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3

Issues have arisen over the sale of land and cutting of trees. The estates officer had presented various options.

96 AGRICULTURAL TENDERS

GL43 – It was noted that this land needs fencing. It was **RESOLVED** to put the land to tender for a five year period – offers in excess of £560 per annum.

97 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/38896	Full Planning	Change of use and extension of garden to allow for turning area and parking	Garden Cottages, Kidwelly, SA17 4UD	Mrs Suki Baynton,

No observations were made.

98 RENT INCREASES – HALF YEARLY TENANTS

It was **RESOLVED** to increase the half yearly agricultural tenancies to £120 per acre with effect from October 2019. Note and **Close** this item.

99 THREE YEARLY RENT INCREASE – A12

It was **RESOLVED** to obtain a commercial rent valuation for this land.

100 THREE YEARLY RENT INCREASE – H19

It was **RESOLVED** to obtain a commercial rent valuation for this land.

101 ANIMAL HOUSING ON GL20

This matter was deferred.

102 HISTORY SHED EXPERIENCE

Various locations had been considered – Glan yr Afon being the most suitable. It was **RESOLVED** to agree, in principle, to allow the History Shed to be sited at Glan yr Afon. A letter of support will be sent.

103 TRAMWAY MAINTENANCE

Residents of Meinciau Road have been dumping rubbish at the rear of their properties, onto the tramway at Brynhefin fields. This has caused waterlogging in the field. Letters will be sent to the tramway licencees requesting that they stop dumping rubbish. Quotations for clearing the ditch along the tramway will be sought.

104 JAPANESE KNOTWEED

Three quotations were received – for a three year rolling programme of spraying. 1. £5,205 per year for 3 years. 2. £9,600 for year 1 with reduction in the 2 following years. 3. £5,660 for year 1 with 40% reduction in each of the next 2 years = £12,452. It was **RESOLVED** to accept the third quotation. Note and **Close** this item.

105 DIANA MEMORIAL GARDEN

The garden has been cleared and new plants planted. Volunteers will be sought to continue the maintenance.

106 WATERING OF BOXES AND BASKETS

It was **RESOLVED** to firstly ask the contractor to water the flowers. Failing that, advertise – minimum of 5 hours per week at £9 per hour plus fuel allowance. County council permission for the use of lampposts for the hanging baskets will be sought. An installer will be found.

107 COMMUNITY ORCHARD

This matter was deferred.

108 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

109 CORRESPONDENCE MAY/JUNE 2019

Rotary Club Pembrey	Permission to light the castle in purple to mark World Polio Day has been requested. It was RESOLVED to allow the coloured lights. Note and Close this item.
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KIDWELLY TOWN COUNCIL

9th JULY 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 9th July 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	T.Burnett
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, C.Peters-Bond, J.Mayne, J.Bezant, D.Lloyd-Waterford, G.Beer, B.A.Williams, J.Parry, P.Thompson
	Town Clerk	V. O'Reilly
	Estates officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	S.Ratty, L.Jones
No Apologies	Councillor	

147 MEMBER'S DECLARATIONS OF INTEREST

Minute 172 – Councillor J.Gilasbey declared an interest in all matters relating to Planning.

148 ESTATES OFFICER REPORT

The estates officer had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Glan yr Afon

Complaint received that marsh orchids are being mown down. This has been rectified.

Sensory Garden

Completed and opened on 23rd June 2019. A “Friends of the Sensory Garden” group has been formed. To liaise with the estates officer to manage the area.

Tree Surveys

Surveys have been carried out at the Quay, Glan yr Afon and Stockwell Lane. Urgent work has been initiated. Mynydd y Garreg areas added to schedule.

33 Hillfield Villas

Storm damage to roof of shed has been repaired.

Church Clock

Repairs needed at a cost of £2006 +VAT. Insurance claim form requested.

Allotments

Adverse possession claim for unregistered land is being pursued.

Bins

Costs are being explored.

GLH14

The sale of part of this land has been completed.

Matters arising from the Estates Committee Meeting of 11th June 2019

149 CEMETERY

It was recognised that the Memorial Garden is in desperate need of upgrading. Tenders for timber painting have been sought. It was **RESOLVED** to accept the tender of £220.

150 MAINTENANCE OF MYNYDD MOUNTAIN

Reports of 4 wheeled drive vehicles using the mountain area have been received, destroying wildlife and habitats. They are, however, clearing the overgrowth and keeping the BOATs open. Breaks in the bracken caused by vehicles helps contain the spread of fire. It was noted that there are patches of knotweed in this area. The situation will be monitored.

151 FUTURE DEVELOPMENT GLH14

Clearance of the land commenced on 29th June 2019. Further drainage work is required. It was **RESOLVED** to install mole drainage at a cost of £3,500 to enable the land to be put to tender in September.

152 LEASE OF THE FORESHORE

Negotiations for a new lease are ongoing, with the possibility of including a sub-letting clause to allow the council to rent out a parcel of land (GL43). A lease would enable the council to ensure that the land was enhanced to encourage conservation of habitat.

153 MAINTENANCE OF FLORAL BOXES

Seven boxes need attention at a cost of £321 per box. It was previously **RESOLVED** to purchase 3 new boxes to replace the most severely rotted ones. Four others will be replaced later in the year. The 3 boxes have been ordered.

154 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. The Probation Service will be requested to carry out this work.

155 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park. It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

156 PARC STEPHENS INCLUSIVE AND ACCESSIBLE PLAY PROJECT

It was reported that the installation of the equipment will be carried out on 20th July 2019. This matter will be considered further by Full Council. Note and **Close** this item.

157 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour - the existing 16amp to be replaced by 32amps. It was noted that trees overhang the lamppost. The county council has been requested to provide a cost for the replacement LED bulbs. It was previously **RESOLVED** in principle to proceed, depending on reasonable cost.

158 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

159 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

160 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

161 CHRISTMAS LIGHTING ARRANGEMENTS

The county council has been contacted regarding costs for electrical supplies for additional Christmas tree lights. A response is still awaited. It was noted that the Salvation Army Band will play on the town square from 6.00 – 6.30pm on the Lighting Evening.

162 QUAY WALL

The quay wall – which has listed building status – is in need of attention. It was previously **RESOLVED** to tender for a structural survey.

163 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3 – “*in camera*”

It was previously **RESOLVED** to withdraw the land from sale. The matter was reconsidered and a Notice of Motion to rescind that decision was submitted. It was **RESOLVED** to proceed with the sale. The reasons for the decision will be conveyed to the petitioners and the purchaser.

164 THREE YEARLY RENT INCREASE – A12

It was previously **RESOLVED** to obtain a commercial rent valuation for this land. Information awaited.

165 THREE YEARLY RENT INCREASE – H19

It was previously **RESOLVED** to obtain a commercial rent valuation for this land. Information awaited.

166 ANIMAL HOUSING ON GL20

This matter was deferred.

167 HISTORY SHED EXPERIENCE

Various locations had been considered – Glan yr Afon being the most suitable. It was previously **RESOLVED** to agree, in principle, to allow the History Shed to be sited at Glan yr Afon. The group will arrange a public meeting to consult with town residents about the project.

168 DIANA MEMORIAL GARDEN

The garden has been cleared and new plants planted. Volunteers will be sought to continue the maintenance.

169 WATERING OF BOXES AND BASKETS

No response to the advert for watering has been received. In the interim, Cllr Jenkins will water Mynydd y Garreg baskets. A rota for the town will be arranged – members to inform the office of availability. It was noted that Mynydd y Garreg Hall committee was in agreement to having an outside tap installed at the hall. Arrangements for watering next year need to be factored into the budget in November.

170 COMMUNITY ORCHARD

Various sites for the orchard need to be considered. This matter was considered by the Finance Committee.

171 AGRICULTURAL TENDERS

GL1 – It was **RESOLVED** to put the land to tender for a five year period – offers in excess of £1100 per annum.

172 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/38994	Variation Planning Condition	Variation of condition 2 (dwelling design) of permission S/21206 (proposed replacement dwelling, granted 12.06.2012)	Former Panteg, Glyn Road, Mynyddygarreg, Kidwelly, SA17 4RT	Mr and Mrs Vaughan
S/39024	Full Planning	Change of use A1 to A3. From a veterinary shop to a cafe with fascia signage and a hanging sign	Veterinary Centre, 30 Lady Street, Kidwelly, SA17 4UD	Robert Perfect

S/39024 – a letter of support will be submitted. A letter will be sent to each of the 2 newly established shops in the town wishing them well in their ventures.

173 TRAMWAY MAINTENANCE

Residents of Meinciau Road have been dumping rubbish at the rear of their properties, onto the tramway at Brynhefin fields. This has caused waterlogging in the field. Letters will be sent to the tramway licencees requesting that they stop dumping rubbish. Quotations for clearing the ditch along the tramway will be sought.

174 TOWN SQUARE NOTICEBOARD

The design of the noticeboard is similar to that of the one in Llangadog – but double sided. It was noted that after installation it could easily be moved to a location that fitted in with the town square development plan. Cost would be £2k. It was **RESOLVED** to purchase and install the noticeboard on the green circular area of the town square. A recorded vote was taken:-

FOR		AGAINST	ABSTAIN
A.Jenkins	D.Lloyd-Waterford	C.Davies	P.Thompson
C.Peters	C.Peters-Bond	T.Burnett	
J.Gilasbey	J.Mayne	B.A.Williams	
J.Bezant	G.Beer		
J.Parry			

It was noted that those against and the abstention objected to the location of the noticeboard and not the purchase of it. Note and **Close** this item.

175 PUBLIC FOOTPATHS AND BYWAYS

It was reported that county council cutting of the pathways has been delayed due to breakdown of equipment. The schedule is now back on track. The county council requires 2 gates to be installed on BOAT 11/15 near Newtown for safety reasons. This has to be done within 28 days. The estates officer will get quotes and carry out the work by the due date. To be agreed by Executive Action during the recess. Note and **Close** this item.

176 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

177 CORRESPONDENCE JUNE/JULY 2019

1	Anne Gilley	Permission requested to install a water butt at Santa's Grotto. Members were informed that the grotto roof overhangs the walls and guttering cannot therefore be fixed without considerable alterations to the woodwork. She will be informed of this. Note and Close this item.
2	Cllr Burnett	Request to install, on the town square, a water fountain/tap for bottle filling and for dog rehydration. It was agreed that such a facility was needed. A shop in Causeway Street allows the public to use its water for bottle re-filling purposes. Options for funding this initiative will be explored. Any structure installed would need to be in keeping with the future development of the square. For clarity this item will be re-named "Water fountain on town square".

KIDWELLY TOWN COUNCIL

10th SEPTEMBER 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 10th September 2019

Present	Town Mayor	
	Deputy Mayor	T.Burnett
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, C.Peters-Bond, J.Mayne, J.Bezant, D.Lloyd-Waterford, G.Beer, B.A.Williams, J.Parry, P.Thompson
	Town Clerk	V. O'Reilly
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, C.Davies
No Apologies	Councillor	

216 MEMBER'S DECLARATIONS OF INTEREST

Minute 232 – Councilors P.Thompson left the room
Minute 234 – Councillors A.Jenkins and J.Parry left the room
Minute 243 and 247 – Councillor J.Gilasbey left the room

217 ESTATES OFFICER REPORT

The estates officer was on annual leave but had provided a written report which was considered. Issues not covered by matters arising are as follows:-

Tree Surveys

Surveys have been completed. Report due by the end of September when tenders will be invited for tree surgery.

Japanese Knotweed

Treatment has started. A second application will be made at the end of September.

Allotments

Adverse possession claim for unregistered land is being pursued. A supporting letter from the Allotment Association has been forwarded to the council's solicitor.

War memorial

Cleaning will commence on 18th September. Encroachment from adjacent field has been cleared by the new owner. Mr David Taylor of the Royal British Legion has volunteered to maintain the Memorial Garden.

Matters arising from the Estates Committee Meeting of 9th July 2019

218 CEMETERY

It was recognised that the Memorial Garden is in desperate need of upgrading. Tenders for timber painting have been sought but no responses have been received. The adjacent field has been mown at a cost of £220. A bench, presently in Parc Stephens will be relocated to the cemetery.

219 MAINTENANCE OF MYNYDD MOUNTAIN

Reports of 4 wheeled drive vehicles using the mountain area have been received, destroying wildlife and habitats. They are, however, clearing the overgrowth and keeping the BOATs open. Breaks in the bracken caused by vehicles helps contain the spread of fire. It was noted that there are patches of knotweed in this area. The situation will be monitored.

220 FUTURE DEVELOPMENT GLH14

Further fencing work is required before the land can be let. It was **RESOLVED** to pay the £2351 needed. Work must be completed by the end of the month. Some of the cost can be capitalised.

221 LEASE OF THE FORESHORE

Negotiations for a new lease are ongoing. The Crown Estate has agreed the land can be sub-let providing there is no profit made and that it remains accessible to the public. The land can be leased in exchange for improvement work being carried out. Sub-letting to a company would allow it to make a profit. The Crown Estate will be requested to define their understanding of “not for profit”. It was reported that cocklers are parking their vehicles on the slipway and blocking the car park at the Quay.

222 MAINTENANCE OF FLORAL BOXES

Seven boxes need attention at a cost of £321 per box. It was previously **RESOLVED** to purchase 3 new boxes to replace the most severely rotted ones. Four others will be replaced later in the year. The 3 boxes have been ordered.

223 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. The Probation Service will be requested to carry out this work.

224 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. It is not clear under what terms the county council wishes to off load the play area. This matter was previously referred to Full Council. Note and **Close** this item.

225 LIGHTING AT THE MILL JUNCTION

A request for improved lighting at the junction near the Mill in Mynydd y Garreg has been received – to improve lighting on the footpath and to discourage anti-social behaviour. However the county council project for replacing all lights with LED bulbs negates the need for any further action. Note and **Close** this item

226 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

227 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

228 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

229 CHRISTMAS LIGHTING ARRANGEMENTS

It was reported that an additional light socket for a tree in Mynydd y Garreg would cost in the region of £3,500. It was **RESOLVED** to go ahead with the installation subject to a maximum cost of £4,000. A recorded vote was requested:-

FOR		AGAINST	ABSTAIN
A.Jenkins	C.Peters	J.Bezant	J.Parry
D.Lloyd-Waterford	J.Gilasbey	G.Beer	J.Mayne
C.Peters-Bond	P.Thompson		
T.Burnett	B.A.Williams		

230 QUAY WALL

The quay wall – which has listed building status – is in need of attention. It was previously **RESOLVED** to tender for a structural survey. Tenders will be considered when the Estates officer returns from leave.

231 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3 – “in camera”

This matter was held in camera because of its financially sensitive nature.

232 THREE YEARLY RENT INCREASE – A12 “in camera”

A commercial rent valuation has been received.

233 THREE YEARLY RENT INCREASE – H19 “in camera”

A commercial rent valuation has been received.

234 ANIMAL HOUSING ON GL20

A request for animal housing has been received. The tenant will be requested to provide specific details of the location of the buildings and their specification, drainage and containment of waste and a management plan for the site.

235 HISTORY SHED EXPERIENCE

It was **RESOLVED** to hold a further public meeting in the near future, where it will be emphasised that the council fully supports this facility. It was further **RESOLVED** to provide the organisation with a strongly worded letter of intent to back the initiative.

236 DIANA MEMORIAL GARDEN

The garden has been cleared and new plants planted. Volunteers will be sought to continue the maintenance.

237 WATERING OF BOXES AND BASKETS

No response to the advert for watering has been received. In the interim, Cllr Jenkins will water Mynydd y Garreg baskets. A rota for the town will be arranged – members to inform the office of availability. It was noted that Mynydd y Garreg Hall committee was in agreement to having an outside tap installed at the hall. Arrangements for watering next year need to be factored into the budget in November.

238 COMMUNITY ORCHARD

Two further sites for the orchard have been proposed. The Estates Officer is awaiting a response from Incredible Edibles.

239 WATER FOUNTAIN ON TOWN SQUARE

Placing a water fountain on the town square is being considered.

240 TRAMWAY MAINTENANCE

Residents of Meinciau Road have been dumping rubbish at the rear of their properties, onto the tramway at Brynhefin fields. This has caused waterlogging in the field. Letters will be sent to the tramway licencees requesting that they stop dumping rubbish. Quotations for clearing the ditch along the tramway will be sought.

241 PUBLIC FOOTPATHS AND BYWAYS

The county council requires 2 gates to be installed on BOAT 11/15 near Newtown for safety reasons. It was **RESOLVED** to purchase 2 metal gates, which will be capitalised and reclaim the VAT. The contractor will install them at either end of the BOAT. Total cost will be £730. Note and **Close** this item.

242 AGRICULTURAL TENDERS

GL1 – It was **RESOLVED** to accept the tender of £1500 for a five year tenancy.

243 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/39111	Full Planning	Canine-assisted therapy and learning training facility.	Land part of Park House Farm, Carmarthen Road, Kidwelly, SA17 5AB	Burns Pet Nutrition Foundation, Parc House, Carmarthen Road, Kidwelly
S/39217	Full Planning	Change of use of former members club and accommodation to residential	Kidwelly Town Bowls & Social Club, 38 Lady Street, Kidwelly,	Edwards Properties - Mr And Mrs Wyn Edwards
S/39342	Full Planning	Proposed managing directors two storey detached dwelling	Burns Pet Nutrition Ltd., Kidwelly	John Burns

There were no observations.

244 MAINTENANCE OF TOWN CLOCK

The town clock needs a new fly assembly unit. This would cost £1756. Council's insurance company will not pay for the repair as it is considered ongoing wear and tear. It was **RESOLVED** to carry out the repair and refer to Full Council to consider a virement from 4302 – councillor allowance for dependents. Note and **Close** this item.

245 GLANYRAFON WATERLOGGED PATH

A spring has sprung up at Glanyrafon causing the gravel path to flood. A drainage pipe could be laid under the path to divert the water into the river at a cost of £375. It was **RESOLVED** to go ahead with this drainage work. Note and **Close** this item.

246 HEDGE CUTTING AT HEOL MEINCIAU

Hedges need cutting along Meinciau Road and also at Heol yr Ysgol. The estates Officer will investigate costs and the town clerk will authorise the work – up to a maximum of £200.

247 KIDWELLY IN BLOOM - ROUNDABOUTS

Two local businesses have agreed to sponsor development work on the two roundabout at Parc y Bocs and Commissioners' Bridge. It was **RESOLVED** to obtain licences from the county council to allow work to be carried out at these locations.

248 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

249 CORRESPONDENCE AUGUST / SEPTEMBER 2019

1	Mynydd Hall	A request for maintenance of Cofeb Grav has been received. The Estates Officer will assess the work needed and provide a future maintenance plan. For clarity this matter will be re-named "Cofeb Grav maintenance".
2	Carmarthenshire County Council	Comments on the usage of 3 phone boxes has been requested. During a one year period Town Square kiosk logged 221 calls, Water Street kiosk 51 calls and Mynydd y Garreg 0 calls. It was agreed to request all phone boxes be retained and possibly upgraded to a more suitable design. Note and Close this item.

KIDWELLY TOWN COUNCIL

8th OCTOBER 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 8th October 2019

Present	Town Mayor	
	Deputy Mayor	
	Councillors	A.Jenkins, C.Peters, J.Gilasbey, C.Peters-Bond, J.Bezant, D.Lloyd-Waterford, G.Beer, B.A.Williams, J.Parry, P.Thompson, S.Ratty
	Town Clerk	V. O'Reilly
	Estates Officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	L.Jones, T.Burnett, J.Mayne, C.Davies
No Apologies	Councillor	

299 MEMBER'S DECLARATIONS OF INTEREST

Minutes 303 – Cllr A.Jenkins declared an interest and left the room

Minute 300 (GVEC) 316, 326, 327 – Cllr J.Gilasbey declared an interest and left the room

300 ESTATES OFFICER REPORT

The estates officer had circulated a written report which was considered. Issues not covered by matters arising are as follows:-

Tree Surveys

The Tree Survey Report has been completed. Tenders for the 65 trees in phase 1 of the recommendations will be sought. Costs of the other phases of the work will be requested as the costs can be included in next year's budget. CCC has identified trees on its land suffering from Ash dieback by attaching orange ribbons.

Japanese Knotweed

First treatment has been completed. Additional areas have been identified.

Bins

Mr Dalziel has offered the council 4 large floor mounted bins free of charge. He will be thanked. Locations will be sought. Installation costs will be investigated. Re-cycling bins will be considered.

Metal detector

A request to use a metal detector on town council land has been received and permission granted provided the user complies with criteria set down by the estates officer.

War memorial

Cleaning has been completed. The company will be commended on the excellent restoration. A request for an additional name to be placed on the memorial has been made. Enquiries to find other "forgotten heroes" will be made.

GVEC

A request has been made to submit a pre-planning application. This matter was referred to the Finance Committee.

The Quay – cockle picking

Cockle beds have been opened for the first time in 6 years and problems have arisen.

Various ways of controlling the situation at the Quay were considered. The town clerk informed members that as the Quay was privately owned by the council, the police has no authority to take any action to control the cocklers. At a meeting with the Welsh Government a recommendation was made to engage with the processor to manage the situation and ensure the council's interests.

Taking this Welsh Government advice, the estates officer had entered into discussions with the cockle processor to manage the activities and receive payments for access over the slipway and reimbursement for damage caused. He reported that negotiations were in hand, practical issues were being considered and financial benefits (which were considerable) were being discussed.

However, members were concerned by the anti-social behavior of the cocklers and disruption at the Quay due to heavy vehicle movements.

Due to the problems encountered it was **RESOLVED** close the slipway to commercial users and contact the Fisheries officers to close the beds. A further meeting with Fisheries officers will be arranged as this situation will arise again next year and the council needs to be prepared.

Matters arising from the Estates Committee Meeting of 10th September 2019

301 CEMETERY

It was recognised that the Memorial Garden is in desperate need of upgrading. Tenders for timber painting have been sought but no responses have been received. The adjacent field has been mown at a cost of £220. A bench, presently in Parc Stephens will be relocated to the cemetery.

302 MAINTENANCE OF MYNYDD MOUNTAIN

Reports of 4 wheeled drive vehicles using the mountain area have been received, destroying wildlife and habitats. They are, however, clearing the overgrowth and keeping the BOATs open. Residents are concerned about vehicles driving dangerously. CCC footpaths officer will be contacted. Signs will be placed requesting all vehicles to keep to the designated routes only.

303 FUTURE DEVELOPMENT GLH14

Part of the land is now fit for grazing as the land has recently been re-seeded. It was **RESOLVED** to put this section of land to tender for a 6 months winter grazing licence - sheep only. Offers in excess of £1000. Further clearance will be carried out on the remaining land area. This will then be put to tender – offers in excess of £2000 – for annual rental until all sections of GLH14 have been reclaimed. The estates officer was thanked for his work.

304 LEASE OF THE FORESHORE

Negotiations for a new lease are ongoing. The Crown Estate has agreed the land can be sub-let providing there is no profit made and that it remains accessible to the public. The land can be leased in exchange for improvement work being carried out. Sub-letting to a company would allow it to make a profit. The Crown Estate will be requested to define their understanding of “not for profit”. Information is awaited.

305 MAINTENANCE OF FLORAL BOXES

Seven boxes need attention at a cost of £321 per box. It was previously **RESOLVED** to purchase 3 new boxes to replace the most severely rotted ones. Four others will be replaced later in the year. The 3 boxes have been completed. Note and **Close** this item.

306 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. The Probation Service will be requested to carry out this work.

307 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

308 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

309 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

310 CHRISTMAS LIGHTING ARRANGEMENTS

It was reported that an additional light socket for a tree in Mynydd y Garreg would cost in the region of £3,500. An updated cost will be requested and assurances sought that the socket will be installed before the end of November 2019. Additional lights will be needed for this tree. A Christmas committee meeting was held on 6th October 2019. Minutes will be forwarded to the office.

311 QUAY WALL

The quay wall – which has listed building status – is in need of attention. Only one tender for a structural survey has been received. It was **RESOLVED** to accept the tender of £580 inc VAT and proceed with the survey.

312 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3 – “in camera”

This matter was held in camera because of its financially sensitive nature. It was noted that the sale is progressing.

313 THREE YEARLY RENT INCREASE – A12 “in camera”

A commercial rent valuation has been received. It was **RESOLVED** to accept the valuation. Note and Close this item.

314 THREE YEARLY RENT INCREASE – H19 “in camera”

A commercial rent valuation has been received. It was **RESOLVED** to accept the valuation. Note and Close this item.

315 ANIMAL HOUSING ON GL20

A request for animal housing has been received. A neighbour had provided a written list of grave concerns, he and others had over the proposal and the existing arrangements of the tenancy. As information from neither side of the issue had been previously circulated to members, the matter was deferred until all the councillors could read the data provided.

316 HISTORY SHED EXPERIENCE

It was previously **RESOLVED** to hold a further public meeting in the near future, where it will be emphasised that the council fully supports this facility. It was also further **RESOLVED** to provide the organisation with a strongly worded letter of intent to back the initiative. An informal meeting between the officers of the shed and councillors will be held to clarify any queries. Members of the public not in favour of the initiative have opportunity to object at the planning permission consultation.

317 WATERING OF BOXES AND BASKETS

No response to the advert for watering has been received. In the interim, Cllr Jenkins will water Mynydd y Garreg baskets. A rota for the town will be arranged – members to inform the office of availability. It was noted that Mynydd y Garreg Hall committee was in agreement to having an outside tap installed at the hall. Arrangements for watering next year need to be factored into the budget in November. Note and **Close** this item.

318 DIANA MEMORIAL GARDEN

The garden has been cleared and new plants planted. Volunteers will be sought to continue the maintenance.

319 COMMUNITY ORCHARD

Two further sites for the orchard have been proposed. The Estates Officer is awaiting a response from Incredible Edibles.

320 WATER FOUNTAIN ON TOWN SQUARE

Placing a water fountain on the town square is being considered.

321 TRAMWAY MAINTENANCE

Residents of Meinciau Road have been dumping rubbish at the rear of their properties, onto the tramway at Brynhefin fields. This has caused waterlogging in the field. Letters will be sent to the tramway licencees requesting that they stop dumping rubbish. Quotations for clearing the ditch along the tramway will be sought.

322 HEDGECUTTING AT HEOL MEINCIAU

Hedges need cutting along Meinciau Road and also at Heol yr Ysgol. The estates Officer will investigate costs and the town clerk will authorise the work – up to a maximum of £200. Note and **Close** this item.

323 KIDWELLY IN BLOOM - ROUNDABOUTS

Two local businesses have agreed to sponsor development work on the two roundabout at Parc y Bocs and Commissioners’ Bridge. It was previously **RESOLVED** to obtain licences from the county council to allow work to be carried out at these locations.

324 COFEB GRAV MAINTENANCE

A maintenance plan will be drawn up.

325 AGRICULTURAL TENDERS

GL43 – It was **RESOLVED** to put the land to tender, offers in excess of £630 for a 5 year tenancy.

326 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/39549	Full Planning	Replace existing conservatory with orangery extension with glazed gable end	9 Monksford Street, Kidwelly	Chris Reynolds

There were no observations.

327 RENT INCREASES – ANNUAL RENTALS

It was **RESOLVED** to increase the rent to £100 per acre per year for the next 3 years. Note and **Close** this item.

328 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

329 CORRESPONDENCE SEPTEMBER/OCTOBER 2019

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

KIDWELLY TOWN COUNCIL

12th NOVEMBER 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 12th November 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	
	Councillors	A.Jenkins, J.Gilasbey, J.Bezant, D.Lloyd-Waterford, G.Beer, B.A.Williams, J.Parry, P.Thompson, L.Jones, J.Mayne, C.Peters, C.Peters-Bond
	Town Clerk	V. O'Reilly
	Estates Officer	Mark Stephens
Apologies	Town Secretary	A Padgett
	Councillors	S.Ratty, T.Burnett

373 MEMBER'S DECLARATIONS OF INTEREST

Minute 396 – Cllr J.Gilasbey declared an interest and left the room

374 ESTATES OFFICER REPORT

The estates officer had circulated a written report which was considered. Issues not covered by matters arising are as follows:-

Japanese Knotweed

First treatment has been completed and payment made. Additional areas have been identified for treatment in the next phase.

GVEC

On 29th October 2019 a meeting was held with GVEC representative Hap Warton. A revised MOU between the council and GVEC will be drafted. A pre-planning application will be made.

The Quay – cockle picking

The beds are now closed. A meeting with the Welsh Government Fisheries representative will be held to plan the management of the situation and ensure the council's interests during the next season. A timber bollard has been thrown into the river. A site visit will be made to inspect any damage done. A No Camper Van sign will be put in the Quay car park.

Parkrun

A request to register the Quay as a site for PARKRUN has been received. Parkrun is a collection of 5 kilometre running events that take place every Saturday morning at over 1400 locations in 22 countries across 5 continents. Junior Parkrun, on a Sunday morning provides a 2 kilometre run for children aged 4-14. Events are free and run by volunteers. If this is agreed, hedges along the canal paths would have to be cut – a quotation is awaited.

Castle Lights

Of the 12 castle lights, only 3 work. No replacement bulbs are available. Whole unit replacement costs would be between £145 and £400 per light position.

Park Stephens drain

A concrete underground structure, possibly a large drainage holding tank has been found adjacent to the new play area transferred to the town council from the county council. DCWW has claimed responsibility for it.

Matters arising from the Estates Committee Meeting of 8th October 2019

375 CEMETERY

Mr Ieuan Hughes has drawn attention to issues at the Town Cemetery, Castle River Walk and the War Memorial. He will be informed of the timeframe set out for the remedial works. Work on the retaining wall of the memorial garden – estimated cost £4k. A sub-group of Cllrs J.Gilasbey, J.Mayne and J.Parry will oversee maintenance work.

376 MAINTENANCE OF MYNYDD MOUNTAIN

Reports of 4 wheeled drive vehicles using the mountain area have been received, destroying wildlife and habitats. They are, however, clearing the overgrowth and keeping the BOATs open. Residents are concerned about vehicles driving dangerously. CCC footpaths officer will be contacted. Signs will be placed requesting all vehicles to keep to the designated routes only.

377 FUTURE DEVELOPMENT GLH14

Part of the land is now fit for grazing as the land has recently been re-seeded. It was previously **RESOLVED** to put this section of land to tender for a 6 months winter grazing licence - sheep only. No interest has been shown. It will be re-advertised with no amount included. This matter will be considered further under the Minute – Tenders. Note and **Close** this item.

378 LEASE OF THE FORESHORE

It was noted that the Crown Estate's requirement for the council to pay legal fees incurred by entering into a lease for the foreshore had been dropped and the rent had been reduced to £400 per annum. The clause indicating that the town council will hand over any income generated from the use of this land will be queried. Cllr P.Thompson will draft the letter.

379 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. The Probation Service will be requested to carry out this work.

380 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

381 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

382 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

383 CHRISTMAS LIGHTING ARRANGEMENTS

It was reported that an additional light socket for a tree in Mynydd y Garreg has been installed. Additional lights for this tree are required. The tree contractor would welcome any councillor who wishes to select a tree from the forestry. A Christmas committee meeting will be held on 15th November 2019.

384 QUAY WALL

The quay wall – which has listed building status – is in need of attention. Only one tender for a structural survey has been received. It was previously **RESOLVED** to accept the tender of £580 inc VAT and proceed with the survey.

385 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3 – “in camera”

This matter was held in camera because of its financially sensitive nature. It was noted that the sale is progressing.

386 ANIMAL HOUSING ON GL20

A request for animal housing has been received. A neighbour provided a written list of grave concerns, he and others had over the proposal and the existing arrangements of the tenancy. As information from neither side of the issue had been previously circulated to members, the matter was deferred until all the councillors could read the data provided.

387 HISTORY SHED EXPERIENCE

It was previously **RESOLVED** to hold a further public meeting in the near future, where it will be emphasised that the council fully supports this facility. It was also further **RESOLVED** to provide the organisation with a strongly worded letter of intent to back the initiative. An informal meeting between the officers of the shed and councillors will be held to clarify any queries. Members of the public not in favour of the initiative have opportunity to object at the planning permission consultation.

388 DIANA MEMORIAL GARDEN

The garden has been cleared and new plants planted. Volunteers will be sought to continue the maintenance.

389 COMMUNITY ORCHARD

Two further sites for the orchard have been proposed. The Estates Officer is awaiting a response from Incredible Edibles.

390 TRAMWAY MAINTENANCE

Residents of Meinciau Road have been dumping rubbish at the rear of their properties, onto the tramway at Brynhefin fields. This has caused waterlogging in the field. Letters will be sent to the tramway licencees requesting that they stop dumping rubbish. Quotations for clearing the ditch along the tramway will be sought.

391 KIDWELLY IN BLOOM - ROUNDABOUTS

Two local businesses have agreed to sponsor development work on the two roundabout at Parc y Bocs and Commissioners’ Bridge. It was previously **RESOLVED** to obtain licences from the county council to allow work to be carried out at these locations.

392 COFEB GRAV MAINTENANCE

A maintenance plan will be drawn up.

393 WATER FOUNTAIN ON TOWN SQUARE

Placing a water fountain on the town square is being considered.

394 AGRICULTURAL TENDERS

GL43 – It was **RESOLVED** to put accept the tender of £1k per annum for a 5 year tenancy.

GLH14 – It was **RESOLVED** to re-advertise the 6 months sheep grazing tender with no lower limit stated.

GLH6 – This consists of 2 fields which will be let separately when the tenant gives notice to relinquish the tenancy.

395 TENDERS FOR TREE SURGERY

It was **RESOLVED** to accept the tender of £7650 for phase 1 of the work. It was recognised that this work must be completed before the end of March as bird nesting will commence. The estates officer will compile a cutting schedule. Note and **Close** this item.

396 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/39720	Full	Sun room side extension to existing dwelling.	Penlan Isaf Farm, Portway, Ferryside, SA17 5JR	Peter Francis

There were no observations.

397 H19 - RENT REVIEW – *in camera*

A payment plan will be drawn up. An additional valuation is awaited.

398 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

399 CORRESPONDENCE OCTOBER/NOVEMBER 2019

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

KIDWELLY TOWN COUNCIL

10th DECEMBER 2019

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 10th December 2019

Present	Town Mayor	C.Davies
	Deputy Mayor	
	Councillors	A.Jenkins, J.Gilasbey, J.Bezant, D.Lloyd-Waterford, B.A.Williams, J.Parry, P.Thompson, J.Mayne, C.Peters, C.Peters-Bond
	Town Clerk	V. O'Reilly
	Estates Officer	Mark Stephens
	Town Secretary	A Padgett
Apologies	Councillors	T.Burnett, S.Ratty, G.Beer, L.Jones

Mr Bernard Clark and Mr John Hawkins had requested to speak on issues relating to land known as GL20. This was considered under Minute 453.

441 MEMBER'S DECLARATIONS OF INTEREST

Minute 453 – Councillors C. Peters and C Peters-Bond left the room for the entire discussion
Councillors A.Jenkins and J.Parry left the room during consideration by council
Minute 463 – Cllr J.Gilasbey declared an interest and left the room

442 ESTATES OFFICER REPORT

The estates officer had circulated a written report which was considered. Issues not covered by matters arising are as follows:-

Tree Surgery – some minor work will be done before the end of the year. Major work to commence in January 2020.

Fire Risk Assessment – Documentation is in place

Mynydd y Garreg hedges – Heol yr Ysgol to be trimmed at a cost of £60

Clos yr Onnen – Path clearance between Clos yr Onnen and Rhodfa'r Gwendraeth has been completed by Tycoes group. Asset transfer to be considered by Full Council.

Church Clock – further damage reported – repair costs quoted at £4,678 – put on hold

Matters arising from the Estates Committee Meeting of 12th November 2019

443 CEMETERY

The contractor has cleaned the paths and weeded the memorial garden. The retaining wall of the memorial garden needs rebuilding – estimated cost £4k. A sub-group of Cllrs J.Gilasbey, J.Mayne and J.Parry will oversee maintenance work.

444 MAINTENANCE OF MYNYDD MOUNTAIN

Reports of 4 wheeled drive vehicles using the mountain area have been received, destroying wildlife and habitats. An accident has occurred and residents are concerned about vehicles driving dangerously. Signs will be placed requesting all vehicles to keep to the designated routes only. A site visit to the Glannant BOAT will be arranged to investigate the discrepancy in the registration of land bordering Meinciau Road. Issues of fencing will be considered.

445 DEVELOPMENT OF TOWN SQUARE

It was reaffirmed that the development of the Town Square is a priority. Previously drawn plans will be circulated.

446 LEASE OF THE FORESHORE

It was noted that the Crown Estate's requirement for the council to pay legal fees incurred by entering into a lease for the foreshore had been dropped and the rent had been reduced to £400 per annum. Lack of benefits to the council, cost of upkeep and liabilities and exclusion clauses in the new lease were concerns expressed. It was **RESOLVED** not to renew the lease in its present form, but negotiate more favourable terms. The Crown Estate had provided a new map with revised land boundaries. The estates officer will claim adverse possession on some areas.

447 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. The Probation Service will be requested to carry out this work.

448 REGISTRATION OF LAND AT MYNYDD PLAY AREA

The estates officer will clarify the actual status of registration of the land with the solicitor acting for the town council in the asset management process and with the county council corporate property department.

449 LAND AT KINGSWOOD

It was previously **RESOLVED** to sell a small triangle of land at Kingswood – offers in the region of £500. The land is on a steep slope and is very expensive to maintain as the trees border the A484 and need regular cutting by specialist contractors at a cost in excess of £5k per cut. No tenders have been received. The tender period will be extended.

450 CHRISTMAS LIGHTING ARRANGEMENTS

Positive feedback on the Mynydd y Garreg lights has been received. It was noted that some of the older festoons were not working. Investigations into more sustainable decorations will be made. The Christmas Committee will meet in February 2020 to plan for the next event and will subsequently report progress to Full Council. Note and **Close** this item.

451 QUAY WALL

The quay wall – which has listed building status – is in need of attention. Only one tender for a structural survey has been received. It was previously **RESOLVED** to accept the tender of £580 inc VAT and proceed with the survey.

452 LAND NEAR 27 HOREB ROAD – PURCHASE OF H3 – “in camera”

This matter was held in camera because of its financially sensitive nature. It was noted that the sale is progressing.

453 ANIMAL HOUSING ON GL20

Councillors A.Jenkins and J.Parry did not speak while the public spoke but were present. A request for animal housing has been received. A neighbour had provided a written list of grave concerns, he and others had over the proposal and the existing arrangements of the tenancy. It was noted that a revised application had been made for a 15 sq ft hard standing and 2 pig arcs to house 12 animals. Members of the public were invited to speak:-

Mr Bernard Clark expressed his concerns over:- planning requirements for the existing structures, smells caused by pig manure, an increase in rodents, the number of animals on site and the location of buildings and manure heaps near dwellings.

Mr John Hawkins rebutted the statements made by Mr Clark:- all buildings are removable, only 2 residents have complained about the smell, rodents were evident before the pigs arrived, the pigs had been there for several years with no complaints.

Councillors Jenkins and Parry were invited to state their cases:-

Councillor Jenkins outlined his plans for a hard standing and 2 pig arcs, using the existing shed for horse accommodation and food storage. He denied any increase in rodents caused by pig food and the smell was that of horse manure, which he had delivered to the allotments. There were now 13 pigs on site. No other neighbours had complained.

Councillor Parry stated that his objections were not a vendetta. He queried the motives for the erection of a post box on site and the naming of the field as “The Paddock”. He questioned the lack of planning permission and the robustness of the grazing licences. He questioned the protocol followed at the previous estates meeting on 12th November 2019 when the chair deferred consideration of this issue after the public had waited over an hour for the matter to be discussed.

Councillors Jenkins and Parry then left the room while members discussed the issues. An apology was given to Mr Clark for keeping him waiting at the last meeting.

Members asked for further clarity on the following:-

The requirement for planning permission, the extent of the intended development, had any breeches of the tenancy agreement been made, the suitability of the grazing licence itself.

It was **RESOLVED** to hold a site visit in the new year and investigate the issues raised above.

454 HISTORY SHED EXPERIENCE

A public consultation meeting has been arranged for 6th January 2020.

455 DIANA MEMORIAL GARDEN

The garden has been cleared and new plants planted. Volunteers will be sought to continue the maintenance.

456 COMMUNITY ORCHARD

Two further sites for the orchard have been proposed. The Estates Officer is awaiting a response from Incredible Edibles.

457 TRAMWAY MAINTENANCE

Residents of Meinciau Road have been dumping rubbish at the rear of their properties, onto the tramway at Brynhefin fields. This has caused waterlogging in the field. Letters will be sent to the tramway licencees requesting that they stop dumping rubbish. Quotations for clearing the ditch along the tramway will be sought.

458 KIDWELLY IN BLOOM - ROUNDABOUTS

Two local businesses have agreed to sponsor development work on the two roundabout at Parc y Bocs and Commissioners’s Bridge. It was previously **RESOLVED** to obtain licences from the county council to allow work to be carried out at these locations.

459 COFEB GRAV MAINTENANCE

The memorial has been cleared and weeded. This will be part of the annual maintenance plan. Note and **Close** this item.

460 WATER FOUNTAIN ON TOWN SQUARE

Placing a water fountain on the town square will be considered as part of the town square development plan. An additional fountain in Parc Stephens could be beneficial to park users. Sponsorship could be sought. A Sponsorship Policy will be drafted for consideration by the Policy & Resources Committee. Note and **Close** until further information is required.

461 H19 - RENT REVIEW – *in camera*

A valuation is being determined.

462 AGRICULTURAL TENDERS

GLH14 – It was **RESOLVED** to accept the tender of £150 for 6 months sheep grazing.

463 PLANNING APPLICATIONS

Ref	Type	Proposed Development	Location	Applicant
S/39851	Full	Extension	94 Priory Street, Kidwelly	Michael David

There were no observations.

464 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

465 CORRESPONDENCE NOVEMBER/DECEMBER 2019

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

The Mayor thanked everyone for their help with the Christmas festivities.