

KIDWELLY TOWN COUNCIL

18th January 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 18th January 2011.

Present:-	Town Mayor	F.Burke-Lloyd
	Deputy Mayor	J.Gilasbey
	Chair	R.Davies
	Councillors:	J.Lane, B.Huws, R.Thomas, D.J.Jones, K.Davies, T.Burns, H.Gilasbey
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Kirkham-Jones
Apologies	Councillors	G.G.Jones, S.Finch (Arrived for Minute 539)

532 MEMBERS' DECLARATIONS OF INTEREST

Minute 541–Councillor T.Burns declared an interest. Minute 542 [1] [2] Councillor T.Burns left the room.

Matters arising from the Estates Committee Meeting of 14th December 2010

533 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

534 CEMETERY

1. Paths

After a site inspection it was reported that the new paths are not slippery. The feasibility of attaching gripping strips or cutting grooves into the flagstones will be investigated. Sacks of grit will be purchased and stored in the cemetery shed as soon as stocks are available. Quotes for a new handrail will be sought.

2. Maintenance Outstanding

[a] The Memorial Garden needs to be extended and landscaped to accommodate future burials. Quotes for the work are awaited.

[b] Ideas for utilising the shed are awaited.

[c] Five graves are in a dilapidated state. If relatives cannot undertake the restoration, the Council will carry out the work.

[d] Signs at the entrance were dilapidated. It was previously **RESOLVED** to provide 2 professionally made signs.

3. Green Burials

Plans for a Green Burial area in the cemetery are being considered. Wheelie bins will be provided to collect refuse suitable for composting.

4. Maintenance fees for the Memorial Garden.

This issue will be considered further at the next meeting of the committee on 8th February 2011.

535 COUNCIL OFFICES

There has been no interest in the property. Options were considered.

[a] Auction [b] Social Housing – only one response (negative) has been received.

[c] Returning the offices to 2 Bridge Street.

[d] Purchasing a property in Station Road

It was **RESOLVED** that a Steering Group be set up to progress the issue. The first meeting will be held on 25th January 2011 after the Highways Improvement Steering Group meeting.

536 KIDWELLY QUAY AREA

Kidwelly Quay and Canal Regeneration Project

Councillor B.Huws prepared a report after the site visit on 16th January 2011. It set out the objectives of the working group and outlined the heritage initiatives which are being pursued. It was noted that the canal banks need clearing and volunteers will be sought. The Town Clerk is to check that insurance is in place for the workers.

537 CORRESPONDENCE – OCTOBER - 2010

1	Mr Nigel Stringer	Mr Stringer has withdrawn his request for Children to pick wild flowers at Glan yr Afon for the Kidwelly Horticultural Show. Note and Close this item.
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538 COUNCIL GARAGES

1	Mrs Peebles	Members were informed that Mrs Peebles was reluctant to use Garage Space 4 because of suspected asbestos dust. An initial visual asbestos assessment has been carried out. Asbestos is present, but the type is unknown. It was RESOLVED to take professional advice on the disposal of all asbestos on the garages site. This item has been re-named Council Garages.
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539 KIDWELLY PUBLIC CONVENIENCES

The County Council has asked the Town Council to consider taking over the Public toilets on the square. Local businesses had been approached regarding their toilets being opened to the public, for a fee - there was a negative response to date. An estimated cost for the town council to take over the toilets was put forward for consideration. However, as no definite decision has been taken by the County Council as to whether they will close the toilets, further consideration of the matter will be deferred.

540 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24105	Full Planning	Environmental enhancement scheme	Kidwelly Quay	Phil Snaith
2	S/24148	Full Planning	2 storey extension	Y Ddoldeg, Meinciau Road Mynydd y Garreg	William Gower

No observations were made

Planning outcomes

1	S/23459	Construction of new office block	99 Ferry Road, Kidwelly	Burns Pet Nutrition	Granted 09.12.10
2	S/24054	Demolition of garage, construction of single storey extension with disabled facilities	21 Gwendraeth Town, Kidwelly	R.M.Lewis	Granted 23.12.10

Note and **Close** this item.

541 TENDERS

It was **RESOLVED** that the following land be put to tender:

GL1 – offers in excess of £370 for a 5 year period

GL2 – offers in excess of £75 for a 3 year period

GLA11 – offers in excess of £295 for a 3 year period

Consideration of the duration of tenancies will be referred to the Policy and Strategy Committee.

542 CORRESPONDENCE – JANUARY 2011

1	Colwill Motors	This matter was held “ <i>in camera</i> ”.
2	Burns Pet Nutrition	This matter was held “ <i>in camera</i> ”.
3	Councillor T.Burns	Councillor Burns requests that the Council considers the future of Glan yr Afon as a whole and in particular the preservation of the reed beds. Councillors were requested to visit the site at their convenience and observe the extent and condition of the reed beds. The Countryside Council for Wales will be contacted for advice regarding a management plan for the nature reserve, as previously agreed. This matter will be re-named GLAN YR AFON MANAGEMENT PLAN.

543 ANY OTHER URGENT BUSINESS – JANUARY – 2011

1. It was reported that the higher end of Stockwell Lane, which belongs to the Town Council, is in need of repair because of potholes and ruts. The Town Clerk will visit the site and assess the damage caused to the lane. Responsibility for maintaining this area will be investigated.

2. Flower enhancement – Councillors Burke-Lloyd, J.Gilasbey, H.Gilasbey, T.Burns, J.Lane and K.Davies will work on producing a floral enhancement plan for the town. This matter will be referred to the General Purposes Committee. Note and **Close** this item.

3. Members were informed that a meeting will be held with Alec Side, from the County Council, on Monday 24th January 2011 regarding cycle paths in the area. This matter will be considered further by the Highways Improvement Steering Group. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

8th February 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 8th February 2011.

Present:-	Town Mayor	F.Burke-Lloyd
	Deputy Mayor	J.Gilasbey
	Chair	S.Finch
	Councillors:	J.Lane, B.Huws, R.Thomas, D.J.Jones, R.Davies, G.G.Jones T.Burns, H.Gilasbey
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Kirkham-Jones
Apologies	Councillors	K.Davies (arrived for Minute 602)

593 MEMBERS' DECLARATIONS OF INTEREST

Minute 600 - Councillor T.Burns

Matters arising from the Estates Committee Meeting of 18th January 2011

594 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

595 CEMETERY

1. Paths

A quote of £1428.50 +Vat for a new handrail has been received. Cutting grooves into the path slabs to prevent slipping will cost £35 + Vat. It was **RESOLVED** to install the handrail and cut grooves into the slabs.

2. Maintenance Outstanding

[a] The Memorial Garden needs to be extended and landscaped to accommodate future burials. A quote of £1226+Vat has been received. It was **RESOLVED** to carry out the work.

[b] Ideas for utilising the shed are awaited.

[c] Five graves are in a dilapidated state. If relatives cannot undertake the restoration, the Council will carry out the work.

[d] Signs at the entrance were dilapidated. It was previously **RESOLVED** to provide 2 professionally made signs. The signs have been proof read and will be delivered in the near future.

3. Green Burials

Plans for a Green Burial area in the cemetery are being considered. Wheelie bins will be provided to collect refuse suitable for composting.

4. Maintenance fees for the Memorial Garden.

It was **RESOLVED** to reduce the maintenance fee for new burials in the Memorial Garden from £300 to £150. The maintenance fees for new graves will remain at £300. Note and **Close** this item.

596 COUNCIL OFFICES - MAINTENANCE

A meeting with Building Control Officers and a local builder was held at the offices on 2nd February 2011. Restoring the ground floor for office use was considered feasible – plans would need to be drawn up by an architect. No action will be taken until a survey is completed. The archway and outbuildings are in a poor condition. It was **RESOLVED** that a full structural survey of the whole building be undertaken. It was noted that full planning permission for Phase 2 of the Princess Gwenllian Centre had been granted.

597 KIDWELLY QUAY AREA

Kidwelly Quay and Canal Regeneration Project

Councillor B.Huws prepared a report after the site visit on 16th January 2011. It set out the objectives of the working group and outlined the heritage initiatives which are being pursued. It was noted that the canal banks need clearing and volunteers will be sought. The Town Clerk is to check that insurance is in place for the workers.

598 COUNCIL GARAGES

Asbestos will be removed from the garages and surrounding area on 15th February 2011.

599 KIDWELLY PUBLIC CONVENIENCES

The County Council has asked the Town Council to consider taking over the Public toilets on the square. Local businesses had been approached regarding their toilets being opened to the public, for a fee - there was a negative response to date. An estimated cost for the town council to take over the toilets was put forward for consideration. However, as no definite decision has been taken by the County Council as to whether they will close the toilets, further consideration of the matter will be deferred.

600 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

601 GLAN YR AFON MANAGEMENT PLAN

The future of Glan yr Afon as a whole and in particular the preservation of the reed beds will be considered. The Countryside Council for Wales will be contacted for advice regarding a management plan for the nature reserve, as previously agreed. Mr Nigel Stringer has volunteered to assist in creating the management plan. A site visit will be held on Saturday 12th February at 10.00am.

602 ANY OTHER URGENT BUSINESS – JANUARY – 2011

The potholes at the higher end of Stockwell Lane, which belongs to the Town Council, have been repaired. The County Council have proposed that a smaller refuse lorry be used in the area and a once a week collection be undertaken for residents in Stockwell Lane. This will lessen the use of the lane by a heavy refuse vehicle. This option was acceptable. Note and **Close** this item.

603 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24235	Full Planning	Single storey extension with detached garage and store	14 Banc Pendre, Kidwelly	Mr Neil Davies
2	S/24274	Full Planning	Construction of conservatory as extension to dwelling and extension of detached garage with flat over	Bryn Hafod, Newtown, Mynydd y Garreg	Mr Graham Morgan

No observations were made

Planning outcomes

1	S/24051	Advertising signs	Gravells, Pembrey Road, Kidwelly	Gravells	Granted 17.01.11
2	S/24148	2 storey extension	Y Ddoldeg, Meinciau Road, Kidwelly	W.C.Gower	Granted 20.01.11

Note and **Close** this item.

604 TENDERS

It was **RESOLVED** that the following tenders be accepted:

GL2 – £80 for a 3 year period

GLA11 – £308 for a 3 year period

605 CORRESPONDENCE – FEBRUARY 2011

1	Mr M Burford	A Tramway Licence has been requested. This matter was referred to the Policy & Strategy meeting on 22 nd February 2011, which will consider the issuing of these licences. Note and Close this item.
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606 ANY OTHER URGENT BUSINESS – FEBRUARY – 2011

1. The Town Clerk reported that due to the inclement weather, the Town Clock would remain protected by its hessian covering until the situation improved. Work already carried out on the spire had suffered frost damage and would need to be re-done. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

8th March 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 8th March 2011.

Present:-	Town Mayor	F.Burke-Lloyd
	Deputy Mayor	J.Gilasbey
	Chair	S.Finch
	Councillors:	J.Lane, B.Huws, R.Thomas, D.J.Jones, R.Davies T.Burns, H.Gilasbey, K.Davies
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Kirkham-Jones
Apologies	Councillors	

662 MEMBERS' DECLARATIONS OF INTEREST

Minute 673 – GL1 and 674 [6]- Councillor T.Burns left the room

Minute 674 [2] – Councillor R. Thomas

Matters arising from the Estates Committee Meeting of 8th February 2011

663 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

664 CEMETERY

1. Paths

A quote of £1428.50 +Vat for a new handrail has been received. Cutting grooves into the path slabs to prevent slipping will cost £35 + Vat. It was **RESOLVED** to install the handrail and cut grooves into the slabs.

2. Maintenance Outstanding

[a] The Memorial Garden needs to be extended and landscaped to accommodate future burials. A quote of £1226+Vat has been received. It was **RESOLVED** to carry out the work.

[b] Ideas for utilising the shed are awaited.

[c] Five graves are in a dilapidated state. If relatives cannot undertake the restoration, the Council will carry out the work.

[d] Signs at the entrance were dilapidated. It was previously **RESOLVED** to provide 2 professionally made signs. The signs have been proof read and will be delivered in the near future.

3. Green Burials

Plans for a Green Burial area in the cemetery are being considered. Wheelie bins will be provided to collect refuse suitable for composting.

665 KIDWELLY QUAY AREA

Kidwelly Quay and Canal Regeneration Project

It had previously been noted that the canal banks need clearing and volunteers were required. The Town Clerk is to check that insurance is in place for the workers.

666 COUNCIL OFFICES - MAINTENANCE

A meeting with Building Control Officers and a local builder was held at the offices on 2nd February 2011. Restoring the ground floor for office use was considered feasible – plans would need to be drawn up by an architect. The archway and outbuildings are in a poor condition. Two quotes for a structural survey of the whole building have been received. A further quote is pending. It was **RESOLVED** to commission a full report with recommendations as to remedial work needed. The Town Clerk will select the most appropriate surveyor and commission the report.

667 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Councillors will visit the site to assess the condition of the garages, demolition being a possibility.

668 KIDWELLY PUBLIC CONVENIENCES

No definite decision has been taken by the County Council as to whether they will close the toilets. They are now closed at weekends. Further consideration of the matter will be deferred until a decision is known. Three months notice of closure will be given by the County Council.

669 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

670 GLAN YR AFON MANAGEMENT PLAN

The future of Glan yr Afon as a whole and in particular the preservation of the reed beds will be considered. Mr Nigel Stringer has volunteered to assist in creating the management plan. Knotweed needs spraying and nettles and brambles are to be cut back. A plan of the areas to be cut and sprayed will be given to the contractors. Note and **Close** this item.

671 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

672 HORSES AT THE QUAY

The Town Clerk reported that horses in poor condition had been left at the Quay. One has been put down by the RSPCA, who are monitoring the state of the others. The County Council and police are also involved. The option of impounding the horses was considered.

673 TENDERS

It was **RESOLVED** that the following tender be accepted:

GL1 – £375 for a 5 year period

It was **RESOLVED** that the following be put to tender:

GL 6 – offers in excess of £360 for a 3 year period

GL 29 - offers in excess of £75 for a 3 year period

Gl H17 – offers in excess of £225 for a 3 year period

674 PLANNING
Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24342	Full Planning	Erect security fencing	Ysgol y Castell, Kidwelly	CCC
2	S/24340	Full Planning	Erection of pole netting system	Parc Stephens	CCC
3	S/24339	Full Planning	Amendment – revision of front elevation	3 heol Gwelfor, Mynydd y Garreg	Louise Esney
4	S/24371	Full Planning	Reinstatement of retail to ground floor and refurbishment	The Steam Bakery, 35 Bridge Street, Kidwelly	Angela Saunders
5	S/24370	Full Planning	Conservatory at rear	14 Causeway Street, Kidwelly	Mrs Acton
6	S/24387	Outline	Erection of storage shed	Burns Pet Nutrition, Pembrey Road, Kidwelly	Burns Pet Nutrition

Item 4 – It was noted that members were encouraged by the restoration of retail development in the main street of the town.

Item 6 – It was noted that this application was outside the permitted development area. Concern was expressed over the access, which is near the bend in the road and also the close proximity of the building to the B&B business adjacent to the site.

Planning outcomes

1	S/24058	Extension to Community hall	Princess Gwenllian Centre, Kidwelly	Hall Trustees	Granted 01.02.11
2	S/23816	Demolition of existing farmhouse and proposed new dwelling	Waugadog farm, Kidwelly	Dyfrig Dalziel	Granted 03.02.11
3	S/24091	Construction of house and garage	30 Monksford Street, Kidwelly	Philip Bovington	Granted 25.01.11
4	S/24105	Enhancement of Kidwelly Quay	Kidwelly Quay	Phil Snaith	Granted 03.02.11

Note and **Close** this item.

675 CORRESPONDENCE – MARCH 2011

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

676 ANY OTHER URGENT BUSINESS – MARCH – 2011

The Town Clerk informed members that the Youth Shelter would be erected on 9th March 2011. Thanks were expressed to Councillor J.Gilasbey for her work in supporting the young people of the area. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

12th April 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 12th April 2011.

Present:-	Town Mayor	F.Burke-Lloyd
	Deputy Mayor	J.Gilasbey
	Chair	S.Finch
	Councillors:	J.Lane, B.Huws, D.Jones, R.Davies, A Jenkins T.Burns, H.Gilasbey, K.Davies,
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Kirkham-Jones
Apologies	Councillors	R.Thomas, G.G.Jones

727 MEMBERS' DECLARATIONS OF INTEREST

Minute 738 [2] – Councillor T.Burns left the room

Minute 744 [2] – Councillor A.Jenkins left the room.

Matters arising from the Estates Committee Meeting of 8th March 2011

728 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

729 CEMETERY

1. Paths

A quote of £1428.50 +Vat for a new handrail has been received. Cutting grooves into the path slabs to prevent slipping will cost £35 + Vat. It was **RESOLVED** to install the handrail and cut grooves into the slabs.

2. Maintenance Outstanding

[a] Work has commenced on extending the Memorial Garden.

[b] Five graves are in a dilapidated state. If relatives cannot undertake the restoration, the Council will carry out the work.

[c] Signs at the entrance have been erected.

3. Green Burials

Plans for a Green Burial area in the cemetery are being considered. Wheelie bins will be provided to collect refuse suitable for composting.

730 KIDWELLY QUAY AREA

Kidwelly Quay and Canal Regeneration Project

Phase 1 of the restoration project is almost complete. Concern was expressed over the lack of awareness of the importance of the heritage at the Quay and Canal site and its resulting impact on tourism. It was **RESOLVED** to preserve the working heritage of the site by creating a navigable canal maintained by a sustainable and realistic scheme of work.

Litter at the Quay and Canal

Mr David Smith, a regular volunteer litter collector, had expressed concern over the increasing amount of litter and items of rubbish dumped in the area. He had suggested forming a group of "Friends of the Quay" who would assist in clearing operations. The sub-group will work on this suggestion. The purchasing of litter bins will be deferred until Phase 2 is nearing completion. Mr Smith will be thanked for his work.

All the children at Ysgol y Castell conducted a litter picking exercise on their "Energy/Green Day" on 6th April 2011. They found that the town itself, with the exception of Parc Pendre, was relatively free from litter but chewing gum deposits were identified as a problem. The children have written letters requesting that these issues be addressed. The Parc Pendre Residents Association will be contacted, as will the Co-op regarding the litter problem. The children will be thanked for their efforts and for their concern.

731 COUNCIL OFFICES - MAINTENANCE

The archway and outbuildings are in a poor condition. A potential purchaser withdrew from a planned viewing after inspecting the outside of the premises. A structural survey of the whole building will be carried out in the next week.

732 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

733 KIDWELLY PUBLIC CONVENIENCES

No definite decision has been taken by the County Council as to whether they will close the toilets. They are now closed at weekends. Further consideration of the matter will be deferred until a decision is known. Three months notice of closure will be given by the County Council.

734 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

735 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

736 HORSES AT THE QUAY

The County Council and police are involved in plans to remove horses at the Quay.

737 TENDERS

It was **RESOLVED** that the following tenders be accepted for a period of three years:

GL 6 – £470

GL 29 - £76

GL H17 – £350

738 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24509	Full Planning	Proposed extension and alterations to existing dwelling	33 Monksford Street, Kidwelly	Mr Eddie Rowlands
2	S/24562	Full Planning	Construction of 2 lodges for workers	Rhiwlon, Ferry Road, Kidwelly	Mr John Burns

Planning outcomes

1	S/24235	Single storey kitchen extension and detached garage and stores	14 Banc Pendre, Kidwelly	Mr Neil Davies	Granted 02.03.11
2	S/24339	Revision to front elevation	3 Gwelfor, Mynydd y Garreg, Kidwelly	Mrs Louise Esney	Granted 15.03.11
3	S/24274	Conservatory extension	Bryn Hafod, Newtown, Mynydd y Garreg	Mr Graham Morgan	Refused 25.03.11
4	S/24342	Erection of security fencing	Ysgol y Castell, Kidwelly	Mr Rob Sully	Granted 31.03.11
5	S/24340	Netting system at Parc Stephens	Parc Stephens, Kidwelly	CCC	Granted 31.03.11
6	S/24370	Erection of conservatory	14 Causeway Street, Kidwelly	Mrs Acton	Granted 05.04.11

APPEAL

APP M6825/A/09/2112983 – Coedbach Washery Site – the appeal has been withdrawn.

Note and **Close** this item.

739 JAPANESE KNOTWEED

The list of areas infested with knotweed will be reviewed. A quote for spraying by a registered operative will be sought. Town Council tenants will be requested to inspect their rented land and undertake to eradicate the knotweed.

740 RENTAL ARRANGEMENTS FOR THE LIBRARY

It was noted that the rent already determined for the Library included payment for all the utilities. Note and **Close** this item.

741 TENDERS FOR ESTATES MAINTENANCE

It was **RESOLVED** that the tender for £1912.51 be accepted. The contract will run for 3 years commencing on 18th April 2011. Note and **Close** this item.

742 MAINTENANCE OF HEOL RAY GRAVELL

The Town Clerk and several councillors had inspected the road and found that, although some remedial work was needed, the road was not in a state of disrepair. A quote for remedial work/resurfacing will be sought. Legal advice on responsibility for the road will be sought.

743 RIGHT OF WAY TO STOCKWELL BUNGALOW

It was **RESOLVED** to seek legal advice as to the Rights of Way existing for properties at the lower end of Stockwell Lane.

744 CORRESPONDENCE – APRIL 2011

1	Mr Morris	A request for reconsideration of the increase in Tramway License fees was discussed. It was RESOLVED to uphold the fee at £24 per annum. Note and Close this item.
		Councillor J.Lane left the meeting.
2	Cllr A.Jenkins	It was RESOLVED to allow the erection of temporary agricultural buildings on GL20. Note and Close this item.
3	Carmarthenshire County Council	It was RESOLVED to upload the Town Council's property assets onto the Welsh Assembly Government's Electronic Property Information Service. Note and Close this item.
4	Kidwelly Town Bowling Club	Councillors have been invited to the first match of the season on 30 th April 2011 in the refurbished pavilion. Note and Close this item.

745 ANY OTHER URGENT BUSINESS – APRIL – 2011

1. Two trees at the Princess Diana Memorial Garden and one at Plough Gardens are in need of attention. Councillor A.Jenkins will cut them back under the supervision of Councillor J.Gilasbey.
2. Signs will be erected in Glan yr Afon requesting bikers to ring their bells to warn walkers of their approach. Sustrans will be contacted regarding marking out a cycle track.

The Chair expressed thanks to all, for their assistance during his year of office as Chair of the Estates Committee.

KIDWELLY TOWN COUNCIL

10th May 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennlian Centre, Kidwelly on Tuesday, 10th May 2011.

Present:-	Town Mayor	J. Gilasbey
	Deputy Mayor	S.Finch
	Chair	R.Davies
	Councillors:	B.Huws, D.Jones, A Jenkins, F.Burke-Lloyd T.Burns, H.Gilasbey, K.Davies, R.Thomas, G.G.Jones
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Kirkham-Jones
Apologies	Councillors	J.Lane

34 MEMBERS' DECLARATIONS OF INTEREST

Minute 49 [1] – Councillor Tegwen Burns. Councillor Andrew Jenkins left the room.

Matters arising from the Estates Committee Meeting of 12th April 2011

35 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

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37 KIDWELLY QUAY AREA

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Phase 1 of the restoration project is almost complete. Concern was expressed over the lack of awareness of the importance of the heritage at the Quay and Canal site and its resulting impact on tourism. It had been previously **RESOLVED** to preserve the working heritage of the site by creating a navigable canal maintained by a sustainable and realistic scheme of work.

Litter at the Quay and Canal

Mr David Smith, a regular volunteer litter collector, had expressed concern over the increasing amount of litter and items of rubbish dumped in the area. He had suggested forming a group of "Friends of the Quay" who would assist in clearing operations. The sub-group will work on this suggestion. The purchasing of litter bins will be deferred until Phase 2 is nearing completion. Mr Smith will be thanked for his work.

All the children at Ysgol y Castell conducted a litter picking exercise on their "Energy/Green Day" on 6th April 2011. They found that the town itself, with the exception of Parc Pendre, was relatively free from litter but chewing gum deposits were identified as a problem. The children have written letters requesting that these issues be addressed.

38 COUNCIL OFFICES - MAINTENANCE

The archway and outbuildings are in a poor condition. A potential purchaser withdrew from a planned viewing after inspecting the outside of the premises. A structural survey of the whole building will be carried out in the next week.

39 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

40 KIDWELLY PUBLIC CONVENIENCES

No definite decision has been taken by the County Council as to whether they will close the toilets. They are now closed at weekends. Further consideration of the matter will be deferred until a decision is known. Three months notice of closure will be given by the County Council.

41 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

42 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

43 HORSES AT THE QUAY

The County Council and police are involved in plans to remove horses at the Quay.

44 JAPANESE KNOTWEED

The list of areas infested with knotweed will be reviewed. A quote for spraying by a registered operative will be sought. Town Council tenants will be requested to inspect their rented land and undertake to eradicate the knotweed.

45 MAINTENANCE OF HEOL RAY GRAVELL

The Town Clerk and several councillors had inspected the road and found that, although some remedial work was needed, the road was not in a state of disrepair. A quote for remedial work/resurfacing has been requested and is awaited.

46 RIGHT OF WAY TO STOCKWELL BUNGALOW

It was noted that a Right of Way exists for properties at the lower end of Stockwell Lane. The resident's solicitor will take steps to ensure that this is legally recorded. Note and **Close** this item.

47 ANY OTHER URGENT BUSINESS – APRIL – 2011

1. Two trees in the Princess Diana Memorial Garden and one at Plough Gardens have been cut back by Councillor A.Jenkins under the supervision of Councillor J.Gilasbey. Note and **Close** this item.
2. Signs have been erected in Glan yr Afon requesting bikers to ring their bells to warn walkers of their approach. Note and **Close** this item.

48 TENDERS

It was **RESOLVED** that the following land be put to tender for a period of three years, offers in excess of:

GL 18 - £75 GL 19 - £50 GL 22 – £75

49 PLANNING **Planning Applications**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24618	Full Planning	New conservatory	8 Clos yr Afon, Kidwelly	Mrs Jenny Pankau
2	S/24674	Full Planning	Garage Replacement	1 Gwendraeth Town, Kidwelly	Mr Huw Jones

Planning outcomes

1	S/24371	Reinstatement of retail outlet	The Steam Bakery, 35 Bridge Street, Kidwelly	Angela Saunders	Granted 07.04.11
2	S/24509	Extension and alterations to dwelling	33 Monksford Street, Kidwelly	Mr Eddie Rowlands	Granted 12.04.11

No observations were made. Note and **Close** this item.

50 CORRESPONDENCE – MAY 2011

1.	D. Lewis-Gardiner	A request to erect a temporary stable was granted. The request to extend the duration of the lease was rejected. Note and Close this item.
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51 ANY OTHER BUSINESS – MAY 2011

1. The Local Development Plan will be considered further.
2. Access to the garages at the rear of St Mary's Church will be considered further.

KIDWELLY TOWN COUNCIL

14th June 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 14th June 2011.

Present:-	Town Mayor	J. Gilasbey
	Deputy Mayor	S.Finch
	Chair	R.Davies
	Councillors:	B.Huws, D.Jones, F.Burke-Lloyd, A Jenkins T.Burns, H.Gilasbey, K.Davies, R.Thomas
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Finch-Jones
Apologies	Councillors	J.Lane

97 MEMBERS' DECLARATIONS OF INTEREST

Minute 110 item 3 + 4. Councillor T.Burns left the room.

Matters arising from the Estates Committee Meeting of 10th May 2011

98 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

99 CEMETERY

The Town Clerk will meet with contractors to expedite the long outstanding maintenance issues. The dangerous holes left while work was in progress have been filled in.

1. Maintenance Outstanding

[a] Extension of the Memorial Garden.

[b] Installation of the handrail

[b] Five graves are in a dilapidated state.

2. Green Burials

Plans for a Green Burial area in the cemetery are being considered. Wheelie bins will be provided to collect refuse suitable for composting.

100 KIDWELLY QUAY AREA

Phase 1 of the restoration project is almost complete. Two problems have been highlighted by users of the slipway. (Five members of the public attended the meeting to state their case).

[a] Access to the slipway is blocked by 2 bollards – it was noted that access has always been available

[b] The layout at the quay makes it difficult to turn and reverse a trailer and boat in the space available.

These two issues will be brought to the attention of the County Council and a resolution will be sought.

It was felt that more consultation with users of the quay should have been made at the planning stage. This will be addressed for Phase 2. The Town Clerk will investigate arrangements which are in place at other slipways in the area.

101 COUNCIL OFFICES - MAINTENANCE

A structural survey of the whole building has been carried out and a preliminary report, which was circulated, has been received. Estimated cost for remedial work is £55,375. It was **RESOLVED** to rectify Items 1-5 in the report as they are Health & Safety issues. The full report will be considered in detail at the next Full Council meeting on 5th July 2011.

102 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

103 KIDWELLY PUBLIC CONVENIENCES

No definite decision has been taken by the County Council as to whether they will close the toilets. They are now closed at weekends. However, it was noted that Ferryside, Llansteffan and Pendine toilets are now open 7 days a week. County Councillor K.Davies is meeting with the Chief Executive of Carmarthenshire County Council to discuss the issue. The Town Clerk will investigate how Burry Port operates their toilets.

104 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

105 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

106 HORSES AT THE QUAY

The County Council and police are involved in plans to remove horses at the Quay.

107 JAPANESE KNOTWEED

The areas infested with knotweed have been sprayed. The contractor will return in two weeks and again in 6 weeks to monitor re-growth. Town Council tenants have been requested to inspect their rented land and undertake to eradicate the knotweed.

108 MAINTENANCE OF HEOL RAY GRAVELL

The Town Clerk and several councillors have inspected the road and found that, although some remedial work was needed, the road was not in a state of disrepair. A quote for remedial work/resurfacing has been requested and is still waited. This will be expedited.

109 TENDERS

It was **RESOLVED** that the following tender be accepted for a three year period:- GL 19 - £52
No tenders were received for GL18 and GL22. These will be put to tender for a further month.

110 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24732	Full Planning	Construction of 4 dwellings	Former Coalyard, Station Road, Kidwelly	Morgan Construction Wales Ltd
2	S/24736	Full Planning	Continuation of use of portacabins	Princess Gwenllian Centre, Kidwelly	Mr Geraint Thomas
3	S/24764	Full Planning	Alterations to existing drive access	Parc y Box farm, Kidwelly	Burns Pet Nutrition
4	S/24772	Full Planning	Construction of agricultural implement shed and outbuilding	Penlan Uchaf Farm, Kidwelly	Burns Pet Nutrition

S/24732 - Concerns were expressed that outline planning permission has been granted for over 30 houses at this site. It would appear that full planning is now being applied for in groups of four houses, possibly negating the need for the developer to provide Section 106 monies. This will be queried with the planning authority.

Planning outcomes

1	S/14663	Residential development	Stockwell Lane, Kidwelly	Mr W Smith	Granted 09.05.11
2	S/24618	New conservatory	8 Clos yr Afon, Kidwelly	Mrs Jenny Pankau	Granted 12.05.11
3	S/24562	Construction of 2 lodges for workers	99 Ferry Road, Kidwelly	Mr John Burns	Refused 18.05.11
5	S/24674	Replacement of garage	1 Gwendraeth Town, Kidwelly	Mr Huw Jones	Refused 23.05.11

No observations were made. Note and **Close** this item.

111 DOG WASTE DISPENSERS

Concern was expressed over the dog waste at Glan yr Afon and the Quay which is becoming entangled in the equipment of the council's grass cutting contractor. It was **RESOLVED** to purchase one bag dispenser, with bags, to be sited at the Quay and one general waste bin for Glan yr Afon. A site visit will be arranged to assess the placement of the bins. Dog owners will be consulted.

The Town Clerk is to investigate the introduction of Dog Control Orders. This matter was referred to the General Purposes Committee.

112 USE OF THE SLIPWAY AT THE QUAY

This was considered at Minute 100.

113 FORMER BAND ROOM

Owners of the land, on which the Former Band Room stood, have requested that the town council fence the boundary that borders their site and Brynhefin Fields, which is in council ownership. It was agreed that as the previous fence was not a council fence, it was the responsibility of the new owners of the land to provide the fence. Note and **Close** this item.

114 CORRESPONDENCE – JUNE 2011

1	Mrs Mary Buffrey	An e-mail has been received complimenting the Phase 1 work carried out at the Quay. This was felt to be a positive outcome to all the work done. Note and Close this item.
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115 ANY OTHER BUSINESS – JUNE 2011

1. Carnival Day – Councillors D.Jones, R.Thomas, A.Jenkins volunteered to man the gates. Councillors F.Burke-Lloyd and J.Lane are already on the rota. Note and **Close** this item.

2. Wetlands Project – A project to protect the wetland/marsh along the river bank, known as Cawdor Fields, will be initiated by Burns Pet Nutrition. Cadw, RSPB, CCW, CCC and the Environment Agency support the project. The matter will be considered further at Full Council on 5th July 2011. Note and **Close** this item.

3. Heritage Town Strategy – a public meeting will be held on 28th June 2011 to consider the initiative of the Civic Society aiming to safeguard the town's heritage. This matter will be considered further at Full Council on 5th July 2011. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

12th July 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 12th July 2011.

Present:-	Town Mayor	J. Gilasbey
	Deputy Mayor	S.Finch
	Chair	R.Davies
	Councillors:	B.Huws, D.Jones, F.Burke-Lloyd, A Jenkins, J.Lane T.Burns, H.Gilasbey, K.Davies, R.Thomas
	Town Clerk	Geraint Thomas
	Town Secretary	A Padgett
	Translator	Lynda Finch-Jones
Apologies	Councillors	

The Mayor thanked councilors for their help at the Kidwelly Carnival on 9th July 2011 which was a success with a record number of visitors. It was noted that Mynydd y Garreg carnival will be held on 13th August 2011 and volunteers are needed.

170 MEMBERS' DECLARATIONS OF INTEREST

Minute 175 – Councillor Burns left the room.

171 PUBLIC PRESENTATION

Mr Robin Cammish gave a presentation regarding the setting up of a Heritage Trust for Kidwelly. A summary of the Public meeting of 28th June 2011 was circulated, detailing proposals for the future development of the former town hall and other restoration projects. He informed members that the Lottery Fund favours a multi-project approach to developments and that substantial funding is available. The council was asked to consider three questions:-

- A] Should space be allocated in the renovated Town Hall for Town Council use?
- B] What is the council's vision for Kidwelly & Mynydd y Garreg in 2015?
- C] What is the council's strategy and plan for reinvigoration of Kidwelly from now to 2015?

Matters arising from the Estates Committee Meeting of 14th June 2011

172 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

173 CEMETERY

The Town Clerk has met with contractors to expedite the long outstanding maintenance issues. The dangerous holes left while work was in progress have been filled in.

1. Maintenance Outstanding

- [a] The extension of the Memorial Garden is being undertaken.
- [b] The handrail has been installed
- [c] Five graves are in a dilapidated state and will be made safe.
- [d] Hedges will be cut back

2. Green Burials

Plans for a Green Burial area in the cemetery are being considered.

174 KIDWELLY QUAY AREA

Phase 1 of the restoration project has been completed but not signed off as yet. Problems have been highlighted by users of the slipway.

[a] Access to the slipway is blocked by 2 bollards – it was noted that access has always been available

[b] The layout at the quay will be altered to enable easier access to the slipway for a trailer and boat.

[c] Disabled access is not adequate and wheelchairs cannot negotiate the cobbles.

The Town Clerk will investigate arrangements which are in place at other slipways in the area.

The initial meeting to consider Phase 2 will be held on 21st July 2011. Representatives from local organisations and Quay users will be in attendance. Councillors J.Gilasbey, K.Davies, R.Davies and T.Burns will represent the Town Council on the project. Councillors F.Burke-Lloyd, S. Finch and B.Huws have agreed to deputise if necessary.

175 COUNCIL OFFICES - MAINTENANCE

A structural survey of the whole building has been carried out and a report, dated 4th July 2011, has been circulated. Estimated total refurbishment costs – in excess of £500k. It had previously been **RESOLVED** to rectify Items 1-5 in the preliminary report as they are Health & Safety issues. Estimates for items 6 and 7 in the report will be sought.

An offer on the sale of the building had been received and was considered “*in camera*”.

176 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

177 KIDWELLY PUBLIC CONVENIENCES

No definite decision has been taken by the County Council as to whether they will close the toilets. They are now closed at weekends. However, it was noted that Ferryside, Llansteffan and Pendine toilets are now open 7 days a week. County Councillor K.Davies is meeting with the Chief Executive of Carmarthenshire County Council to discuss the issue. The Town Clerk will investigate how Burry Port operates their toilets.

178 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

179 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

180 HORSES AT THE QUAY

The County Council and police are involved in plans to remove horses at the Quay.

181 JAPANESE KNOTWEED

The areas infested with knotweed have been sprayed. The contractor will return in two weeks and again in 6 weeks to monitor re-growth. Town Council tenants have been requested to inspect their rented land and undertake to eradicate the knotweed.

182 MAINTENANCE OF HEOL RAY GRAVELL

Quotes of £3850 +VAT and £4065 +VAT for remedial work/resurfacing have been received. It was noted that Kidwelly Town Council owns the lane. However, residents are to make a proportionate contribution to maintenance of the lane. It was **RESOLVED** to meet with residents of Heol Ray Gravel, reaffirm that they have to contribute to lane maintenance and work out an acceptable solution to the problem. The County Council will be requested to provide an assessment of the remedial work required to make the road up to the standard required for it to be adopted.

183 DOG WASTE DISPENSERS

Concern had been expressed over the dog waste at Glan yr Afon and the Quay which is becoming entangled in the equipment of the council's grass cutting contractor. It was previously **RESOLVED** to purchase one bag dispenser, with bags, to be sited at the Quay and one general waste bin for Glan yr Afon. A site visit will be arranged to assess the placement of the bins. Dog owners will be consulted.

184 TENDERS

It was **RESOLVED** that GLH1 be put to tender for a three year period– offers in excess of £900 No tenders were received for GL18 and GL22. These will be put to tender for a further period.

185 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/24991	Full Planning	Front/side bedroom extension	Glanmorfa Residential Home, Station Road, Kidwelly	William Morris

S/24732 – Concerns were expressed that outline planning permission has been granted for over 30 houses at this site. It would appear that full planning is now being applied for in groups of four houses, possibly negating the need for the developer to provide Section 106 monies. The planning authority has stated that it was aware that the four units are part of a wider site which was subject to a S106 agreement. Any further development will take into account the first phase of four houses.

Planning outcomes

	Ref	Proposed Development	Location	Applicant	Outcome
1	S/24736	Use of Temporary portacabins	Princess Gwenllian Centre, Kidwelly	Geraint Thomas	Granted 13.06.11
2	S/24732	Construction of 4 dwellings	Former Coalyard, Station Road, Kidwelly	Morgan Construction	Granted
3	S/24764	Alterations to access drive	Parc y Bocs	John Burns	Granted 01.07.11
4	S/24772	Construction of agricultural implement shed	Penlan Uchaf Farm	John Burns	Granted 01.07.11

No observations were made. Note and **Close** this item.

186 CORRESPONDENCE – JULY 2011

1	Andrea Gower	A request to purchase GL14 has been made. This matter will be deferred until the land policy has been reviewed. Note and Close this item.
2	Allotment Association	Members were invited to inspect the refurbishment work done. A meeting will be set up. It was noted that a considerable cost and effort had been made to improve the allotments, including access for the disabled. Other sites in the area will be considered for use as allotments when the land policy is reviewed.
3	Dorian Reeve	A request to clear the wall at Parc y Bocs roundabout has been made. Although the gateway walls are owned by the County Council, Councillors R.Davies and A.Jenkins volunteered to trim back the bushes.

187 ANY OTHER BUSINESS – JULY 2011

1. Waste land at Clos yr Onnen is overgrown. The land is owned by developers Tycoes Builders who are responsible for maintenance. The Town Clerk will write to the County Environment Department and point out the risk of brush fire in the dry weather as the land borders wooden fencing surrounding the houses.

2. Councillor A.Jenkins apologised for his colourful terminology during the General Purposes Committee meeting of 5th July 2011. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

13th SEPTEMBER 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 13th September 2011.

Present:-	Town Mayor	J. Gilasbey
	Deputy Mayor	S.Finch
	Chair	R.Davies
	Councillors:	B.Huws, D.Jones, F.Burke-Lloyd, A Jenkins, J.Lane T.Burns, H.Gilasbey, K.Davies, R.Thomas, G.G.Jones
	Town Clerk	Geraint Thomas
	Translator	Lynda Finch-Jones
Apologies	Councillors	

243 MEMBERS' DECLARATIONS OF INTEREST

Minute 261 [3] - Cllr T Burns left the room

Matters arising from the Estates Committee Meeting of 12th July 2011

244 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

245 CEMETERY

1. Maintenance Outstanding

[a] The extension of the Memorial Garden is now near completion, once the ground has settled paving slabs will be laid.

[b] Five graves are in a dilapidated state and will be made safe by the Council unless further research into the deceased families are made.

[c] Hedges have been cut back

[d] Town Clerk is to arrange meeting with the contractor

[e] Town Clerk will arrange that the new handrail to be modified in order to accommodate easier access.

2. Green Burials

Plans for a Green Burial area in the cemetery are being considered.

246 KIDWELLY QUAY AREA

Phase 1 of the restoration project has been completed but not signed off as yet. Problems have been highlighted by users of the slipway. 2 bollards restricting access to the slipway have been removed and placed in storage. Members reported that large pot holes are evident on the new roadway to quay area. This will be raised at the next Quay and Canal meeting. The initial meeting to consider Phase 2 was held on 21st July 2011.

247 COUNCIL OFFICES - MAINTENANCE

A structural survey of the whole building has been carried out and a report, dated 4th July 2011, has been circulated. Estimated total refurbishment costs – in excess of £500k.

It had previously been **RESOLVED** to rectify Items 1-5 in the preliminary report as they are Health & Safety issues. Estimates for items 6 and 7 in the report will be sought.

248 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

249 KIDWELLY PUBLIC CONVENIENCES

This matter has been referred to Full Council meeting to be held on Tuesday September 20th 2011. Note and **Close** this item.

250 LEASES AT PEMBREY ROAD

Transfer of the leases is progressing.

251 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

252 HORSES AT THE QUAY

The County Council and police are involved in plans to remove horses at the Quay.

253 JAPANESE KNOTWEED

The areas infested with knotweed have been sprayed, and the spraying is now showing effect. Town Clerk is to draw up a specification outline of all areas to be monitored and sprayed on an Annual basis. It was **RESOLVED** that Budget provision is to be made for Knotweed eradication on Town Council Land.

254 MAINTENANCE OF HEOL RAY GRAVELL

Quotes of £3850 +VAT and £4065 +VAT for remedial work/resurfacing have been received. It was noted that Kidwelly Town Council owns the lane. However, residents are to make a proportionate contribution to maintenance of the lane. It had previously been **RESOLVED** to meet with residents of Heol Ray Gravel, reaffirm that they have to contribute to lane maintenance and work out an acceptable solution to the problem. The County Council will be requested to provide an assessment of the remedial work required to make the road up to the standard required for it to be adopted. Town Clerk will arrange a site meeting with concerned residents and members of the Council

255 DOG WASTE DISPENSERS

One bag dispenser, with bags, to be sited at the Quay and one general waste bin for Glan yr Afon have been purchased and installed. Note and **Close** this item.

256 CORRESPONDENCE – JULY 2011

2	Allotment Association	Members have been invited to inspect the refurbishment work done at the allotments. Members were provided with a picture of newly finished pond and boundary fencing, Funding was sourced for these projects from Keep Wales Tidy and the Cooperative Store. Cllr. J Gilasbey also reported that the allotment site has now been eradicated of knotweed. Considerable work has also been done on levelling the entrance to the site which has enabled far easier access for the less able. A date for a site meeting will be arranged and the press will be invited.
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257 ANY OTHER BUSINESS – JULY 2011

Waste land at Clos yr Onnen is overgrown. The land is owned by developers Tycores Builders who are responsible for maintenance. The Town Clerk has written to the County Environment Department and point out the risk of brush fire in the dry weather as the land borders wooden fencing surrounding the houses. No response has been received. A second letter has been sent.

258 TENDERS

It was **RESOLVED** that the following tenders be accepted for a period of three years:-

GLH1 - £910.00

GL 18 - £250.00

GL 22 - £80.00

259 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/25290	Full Planning	Single storey extension	18 Lady Street, Kidwelly	Mark Snell

Planning outcomes

1	S/24991	Extension to residential home	Glan y Morfa, Kidwelly	William Morris	Granted 10.08.11
2	S/24387	Erection of storage unit	Pembrey Road, Kidwelly	Burns Pet Nutrition	Refused 18.08.11

No observations were made. Note and **Close** this item.

260 ROTTEN TREES AT GLAN YR AFON

The Town Clerk informed members that 5 of the poplar trees at Glan yr Afon were rotten and in danger of falling. These are situated near the path and picnic benches. It was **RESOLVED** to fell the trees and plant more suitable trees in their place.

261 CORRESPONDENCE – SEPTEMBER 2011

1	CCC	Stopping up of Public Highways at Kidwelly Quay- Members were informed that as part of phase 2 works to be carried out at the quay, the Regeneration and Leisure Department have requested to stop up a short length of Public Highway –this road will then be incorporated into a footpath within the scheme. All members were in favour. Note and CLOSE this item
2	A Hickman	A request to place a bench or Tree as a memorial was considered by members. It was agreed to suggest the bench be sited along the Castle River Walk.
3	Mr. John Burns	A letter received had made reference to the fact that Kidwelly Town Council's response to CCC on a planning application had been 'No Comment'. After much discussion it was decided to write to Mr. Burns explaining that the comment made was in no way an objection to the application. Note and CLOSE this item

262 ANY OTHER BUSINESS – SEPTEMBER 2011

1. Large branches have split in high winds on our land at Meinciau Road – It was **RESOLVED** to arrange a contractor to cut and make safe
2. Railings at the War Memorial, Memorial Garden and Cemetery are in need of painting –Quotes are to be sought for the cost of carrying out this work.

KIDWELLY TOWN COUNCIL

11th OCTOBER 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwenllian Centre, Kidwelly on Tuesday, 11th October 2011.

Present:-	Town Mayor	J. Gilasbey
	Deputy Mayor	S.Finch
	Chair	R.Davies
	Councillors:	B.Huws, R.Thomas, F.Burke-Lloyd, A Jenkins, T.Burns, H.Gilasbey, K.Davies, D.Jones (from Minute 321)
	Town Clerk	Geraint Thomas
	Town Secretary	Anna Padgett
	Translator	Lynda Finch-Jones
Apologies	Councillors	J.Lane

310 MEMBERS' DECLARATIONS OF INTEREST

Minute 316 – Cllr T.Burns and R.Davies

Matters arising from the Estates Committee Meeting of 13th September 2011

311 LAND OPPOSITE THE OLD COACH HOUSE

The Town Council have requested that the small strip of land between the footpath and the road currently planted with fir trees and bushes be transferred from the ownership of the County Council to itself. This has been agreed.

312 CEMETERY

1. Maintenance Outstanding

[a] The extension of the Memorial Garden is now near completion, once the ground has settled paving slabs will be laid. This will be clarified with the contractor.

[b] Five graves are in a dilapidated state and will be made safe by the Council unless further research into the deceased families are made.

[c] The new handrail to be modified in order to accommodate easier access.

2. Green Burials

Plans for a Green Burial area in the cemetery are being considered.

313 KIDWELLY QUAY AREA

The Town Clerk informed members that Mr Phil Snaith, officer of the County Council with responsibility for Phase 1 of the Quay project, had retired. The Project Officer will meet with his successor on 13th October 2011. A meeting with the new officer and councillors will be arranged as soon as possible when the outstanding issues will be considered. A letter of thanks will be sent to Mr Snaith for his work on Kidwelly projects.

314 COUNCIL OFFICES - MAINTENANCE

A structural survey of the whole building has been carried out and a report, dated 4th July 2011, has been circulated. Estimated total refurbishment costs – in excess of £500k.

It had previously been **RESOLVED** to rectify Items 1-5 in the preliminary report as they are Health & Safety issues. Estimates for items 6 and 7 in the report are awaited.

315 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

316 LEASES AT PEMBREY ROAD

Transfer of the leases has been completed. Note and **Close** this item.

317 DAMPNESS IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

318 HORSES AT THE QUAY

The problem of horses roaming along the canal bank and at the quay remains. The County Council has issued a Notice to Quit on its tenant who leases land at the Quay area. A town council tenant has been seen tending to horses on the marshland. The Chair of Estates will visit the area, check on the fencing and assess if it is in need of repair or relocation. The RSPB will be asked if the presence of horses on the marshland will be of ecological benefit.

319 JAPANESE KNOTWEED

The areas infested with knotweed have been sprayed. The Town Clerk has drawn up a specification outline of all areas to be monitored and sprayed on an Annual basis. It may be advantageous to have a 2-3 year contract with the spraying contractor. Budget provision will be made for Knotweed eradication on Town Council Land. Note and **Close** this item.

320 MAINTENANCE OF HEOL RAY GRAVELL

On 5th October 2011 the Town Clerk, Mayor and Chair of the Estates Committee met with residents of Heol Ray Gravel, to consider access and maintenance issues relating to the road. Further legal advice and Land Registry data is required. A letter has been sent to all residents of Heol Ray Gravel requesting details of covenants, rights of way or easements that may be in their property deeds.

Councillor Dilwyn Jones joined the meeting

321 CORRESPONDENCE – JULY 2011

2	Allotment Association	The Mayor and Town Clerk met with members of the Allotment Association on 29 th September 2011 and viewed the excellent work carried out at the site Note and Close this item.
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322 ANY OTHER BUSINESS – JULY 2011

Waste land at Clos yr Onnen is overgrown. The land is owned by developers Tycroes Builders who are responsible for maintenance. The County Environment Department has stated that the state of the land does not represent a risk under Public Health legislation as enforced by the authority. The matter has been referred to the planning department.

323 ROTTEN TREES AT GLAN YR AFON

The Town Clerk informed members that 5 of the poplar trees at Glan yr Afon were rotten and in danger of falling. These are situated near the path and picnic benches. It was previously **RESOLVED** to fell the trees and plant more suitable trees in their place.

324 CORRESPONDENCE – SEPTEMBER 2011

2	A Hickman	A request to place a bench or Tree as a memorial was considered by members. It was agreed to suggest the bench be sited along the Castle River Walk.
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325 ANY OTHER BUSINESS – SEPTEMBER 2011

1. Large branches have split in high winds on our land at Meinciau Road – a contractor has cut and made safe. Note and **Close** this item.
2. Railings at the War Memorial, Memorial Garden and Cemetery are in need of painting – A quote of £710 has been received. No further quotes have been received. The work needs to be completed before Remembrance Day. The matter was referred to the Finance Committee. Note and **Close** this item.

326 TENDERS

There were no tenders to consider.

327 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/25388	Full Planning	Residential development	Mount Pleasant Farmyard, Ferry Road, Kidwelly	Mrs H. Williams Mrs A Marks
2	S/25451	Full Planning	Extension to existing house	60 Station Road, Kidwelly	Mrs Gillian Owen

It was noted that there is already considerable congestion in Ferry Road.

Planning outcomes

1	S/25161	Temporary mobile classroom	Ysgol y Castell, Kidwelly	CCC	Granted 30.08.11
2	S/26481	Extension to school	River Lodge, Hillfield Villas, Kidwelly	Leigh Hipkiss	Granted 20.09.11

No observations were made. Note and **Close** this item.

328 DIAMOND JUBILEE – TREE PLANTING

Cefn Sidan Rotary Club has brought to the attention of the town council, the initiative by the Woodland Trust to plant 1 million trees throughout Britain during February 2012 to mark the Queen's Diamond Jubilee. The Rotary Club will co-ordinate the initiative in conjunction with Pembrey & Burry Port Council and the local schools. No costs will be involved in the purchase of the trees. Areas suitable for planting will be sought. Glan yr Afon and Castle River Walk were suggested.

329 CORRESPONDENCE – OCTOBER 2011

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

330 ANY OTHER BUSINESS – OCTOBER 2011

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

KIDWELLY TOWN COUNCIL

8th NOVEMBER 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 8th November 2011.

Present:-	Town Mayor	J. Gilasbey
	Chair	R.Davies
	Councillors:	B.Huws, R.Thomas, A Jenkins, J.Lane, K.Davies T.Burns, H.Gilasbey, D.Jones (from Minute 389)
	Town Clerk	Geraint Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	S.Finch, F.Burke-Lloyd

380 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters arising from the Estates Committee Meeting of 11th October 2011

381 LAND OPPOSITE THE OLD COACH HOUSE

The County Council have stated that the small strip of land between the footpath and the road, currently planted with fir trees and bushes, is part of the public highway, although it is not part of the road. To transfer the land, a stopping order would be necessary – at a cost of £2500 to the Town Council. It was decided not to proceed with the transfer. This matter will be raised at the forthcoming meeting with the County Council Highways Officer. Note and **Close** this item.

382 CEMETERY

1. Maintenance Outstanding

[a] The extension of the Memorial Garden is now near completion, once the ground has settled paving slabs will be laid. This will be clarified with the contractor.

[b] Five graves are in a dilapidated state and will be made safe by the Council unless further research into the deceased families are made.

[c] The new handrail to be modified in order to accommodate easier access.

2. Green Burials

Plans for a Green Burial area in the cemetery are being considered.

383 KIDWELLY QUAY AREA

Repairs to potholes and additional works to enable easier access at the Quay are scheduled for Phase 2. The new dog waste bag dispenser has been burnt. Councillor J.Gilasbey wished to thank the member of the public who helped her clean out the inside of the unit, which is now back in use. The side of the Quay wall also suffered damage from burning during Fireworks Night.

384 COUNCIL OFFICES - MAINTENANCE

A structural survey of the whole building has been carried out and a written report provided. It had previously been **RESOLVED** to rectify Items 1-5 in the report as they are Health & Safety issues. Estimates for items 6 and 7 in the report are still awaited. It was noted that repairs to the roof would need to be carried out before other areas could be tackled.

385 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

386 DAMPNES IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

387 HORSES AT THE QUAY

The County Council has issued a Notice to Quit on its tenant who leases land at the Quay area. However, horses remain in the field despite the time limit on the notice having expired. The County Council will be contacted regarding the removal of the horses.

The Chair of Estates has visited the area and noted that a fence is still down. The RSPB has indicated that the presence of horses on the marshland could be of ecological benefit but it would depend on many factors.

388 MAINTENANCE OF HEOL RAY GRAVELL

On 5th October 2011 the Town Clerk, Mayor and Chair of the Estates Committee met with residents of Heol Ray Gravel, to consider access and maintenance issues relating to the road. A letter has been sent to all residents of Heol Ray Gravel requesting details of covenants, rights of way or easements that may be in their property deeds. No responses have been received. Further legal advice and Land Registry data is awaited.

389 ROTTEN TREES AT GLAN YR AFON

Five of the poplar trees at Glan yr Afon are rotten and in danger of falling. These are situated near the path and picnic benches. It was previously **RESOLVED** to fell the trees and plant more suitable trees in their place. The Countryside Council for Wales will be asked for advice on types of trees to plant. This matter will be discussed further under Minute 391 as both issues can be considered together. It was noted that the travellers who had taken up residence in the Glan yr Afon Car Park had left, after an Enforcement Order had been served upon them. Note and **Close** this item.

390 CORRESPONDENCE – SEPTEMBER 2011

2	A Hickman	A request to place a bench or Tree as a memorial was considered by members. It was agreed to suggest the bench be sited along the Castle River Walk.
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Councillor Dilwyn Jones arrived at the meeting.

391 TENDERS

It was **RESOLVED** to put the following land to tender:-

GL7	Offers in excess of £875	for 5 years
GL9	Offers in excess of £115	for 3 years
GL12	Offers in excess of £480	for 5 years
GL13	Offers in excess of £250	for 3 years
GL18	Offers in excess of £75	for 3 years

392 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/25519	Full Planning	9 dwelling houses	Adjacent to Broawel, Pembrey Road, Kidwelly	Philip Roberts

Planning outcomes

1	S/25451	Extension to dwelling	60 Station Road, Kidwelly	Gillian Owen	Granted 01.11.11
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No observations were made. Note and **Close** this item.

393 DIAMOND JUBILEE – TREE PLANTING

Cefn Sidan Rotary Club has brought to the attention of the town council, the initiative by the Woodland Trust to plant 1 million trees throughout Britain during February 2012 to mark the Queen's Diamond Jubilee. The Rotary Club will co-ordinate the initiative in conjunction with Pembrey & Burry Port Council and the local schools. No costs will be involved in the purchase of the trees. Glan yr Afon and Castle River Walk had been suggested. The trees could replace some of the rotten trees in Glan yr Afon which will be felled. Members were requested to visit the site and identify locations for tree planting.

394 MARKETING THE GAPS

The Project Officer presented members with the proforma for the leaflet design. The format for the leaflets and the interpretation panels will be similar, picture led and supported by text. A copywriter will be engaged. QR tags will be on the rear of the leaflets and on the face of the panels. Various suggestions on leaflet design were made. The Project Officer explained some of the limitations of the scheme. One thousand leaflets will be printed, with an option to reprint if necessary. It was **RESOLVED** to proceed with the project as outlined by the Project Officer. This matter will be referred back to Full Council. Note and **Close** this item.

395 CORRESPONDENCE – NOVEMBER 2011

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

396 ANY OTHER BUSINESS – NOVEMBER 2011

1. Rockery in the cemetery – the rockery is in a dilapidated state and is high maintenance. Members were requested to visit the site and consider options for future use of the area. The matter will be considered further as part of Cemetery Maintenance. Note and **Close** this item.

2. The Town Clerk reminded members of the following events/meetings which will need support:-

- 11.11.11. Armistice Day – at the War memorial by 10.45am
- 13.11.11. Remembrance Day Service – St Mary's Church 9.45am followed by wreath laying
- 15.11.11. Budget setting meeting 6.30pm

Note and **Close** this item.

KIDWELLY TOWN COUNCIL

13th DECEMBER 2011

At a Meeting of the **ESTATES COMMITTEE** held at Princess Gwennllian Centre, Kidwelly on Tuesday, 13th December 2011.

Present:-	Deputy Mayor	S.Finch
	Chair	R.Davies
	Councillors:	B.Huws, R.Thomas, A Jenkins, J.Lane, K.Davies, F.Burke-Lloyd T.Burns, H.Gilasbey, D.Jones
	Town Clerk	Geraint Thomas
	Town Secretary	Anna Padgett
	Translator	Lynda Finch-Jones
Apologies	Councillors	J.Gilasbey

449 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters arising from the Estates Committee Meeting of 8th November 2011

450 CEMETERY

1. Maintenance Outstanding

[a] The extension of the Memorial Garden is now near completion, once the ground has settled paving slabs will be laid. This will be clarified with the contractor.

[b] Five graves are in a dilapidated state and will be made safe by the Council unless further research into the deceased families are made.

[c] The new handrail to be modified in order to accommodate easier access.

[d] Rockery – the rockery needs attention. More appropriate planting or restructuring of the area may be required. A full assessment will be carried out in the springtime.

2. Green Burials

Plans for a Green Burial area in the cemetery are being considered.

451 KIDWELLY QUAY AREA

Repairs to potholes and additional works to enable easier access at the Quay are scheduled for Phase 2. However, temporary repairs are now urgently needed and spare gravel, stored near the site, could be used to fill the potholes. County Councillor K.Davies will contact the county project officers to expedite the matter. Money for the repairs should not be taken from the funding allocated to Phase 2.

452 COUNCIL OFFICES - MAINTENANCE

A structural survey of the whole building has been carried out and a written report provided. It had previously been **RESOLVED** to rectify Items 1-5 in the report as they are Health & Safety issues. Estimates for items 6 and 7 in the report are still awaited. It was noted that repairs to the roof would need to be carried out before other areas could be tackled.

453 COUNCIL GARAGES

Asbestos has been collected and bagged ready for removal from the garages and surrounding area. Garage 3 has been demolished and the tenant is waiting for the asbestos to be bagged. All the asbestos will be removed at the same time to reduce costs.

454 DAMPNES IN THE HAIR SALON

The Town Clerk reported that there is evidence of rising damp in the hair salon. Extensive remedial work was carried out in 2007, but the problem has recurred. The situation will be monitored.

455 HORSES AT THE QUAY

The County Council has issued a Notice to Quit on its tenant who leases land at the Quay area. However, horses remain in the field despite the time limit on the notice having expired. The County Council will be contacted regarding the removal of the horses.

The Chair of Estates has visited the area and noted that a fence is still down. The RSPB has indicated that the presence of horses on the marshland could be of ecological benefit but it would depend on many factors.

456 MAINTENANCE OF HEOL RAY GRAVELL

On 5th October 2011 the Town Clerk, Mayor and Chair of the Estates Committee met with residents of Heol Ray Gravel, to consider access and maintenance issues relating to the road. A letter has been sent to all residents of Heol Ray Gravel requesting details of covenants, rights of way or easements that may be in their property deeds. Some Land Registry data has been received further information is awaited. A further meeting with a representative of the residents has been held. The possibility of the county council adopting the lane, if it is brought up to an acceptable standard, will be investigated.

457 CORRESPONDENCE – SEPTEMBER 2011

2	A Hickman	A request to place a bench or Tree as a memorial was considered by members. It was agreed to suggest the bench be sited along the Castle River Walk.
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458 DIAMOND JUBILEE – TREE PLANTING

Cefn Sidan Rotary Club has brought to the attention of the town council, the initiative by the Woodland Trust to plant 1 million trees throughout Britain during February 2012 to mark the Queen's Diamond Jubilee. The Rotary Club will co-ordinate the initiative in conjunction with Pembrey & Burry Port Council and the local schools. No costs will be involved in the purchase of the trees. Glan yr Afon and Castle River Walk had been suggested. The trees could replace some of the rotten trees in Glan yr Afon which will be felled. Members were requested to visit the site and identify locations for tree planting.

459 TENDERS

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

GL7 £1079.69 for 5 years
GL9 £150 for 3 years
GL12 £650 for 5 years
GL13 £251 for 3 years
GL18 No tenders received

It was noted that GL26 will be vacant from February 2012. If the land remains vacant, it will have implications for the 2012 – 2013 budget.

460 PLANNING

Planning Applications

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/25728	Full Planning	7 bungalows	Morfa Maen, Kidwelly	Carmarthenshire County Council
2	S/25774	Full Planning	Single storey rear extension	5 Alstred Street, Kidwelly	Mr Eirian Jones
3	S/25775	Full Planning	Extension to single storey garage	Bryn Hafod, Newtown, Mynydd y Garreg	Mr Graham Morgan

Planning outcomes

1	S/25388	Residential development	Mount Pleasant Farm, Ferry Road Kidwelly	Williams/Marks/Hughes/Cray	Granted 07.11.11
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No observations were made. Note and **Close** this item.

461 CORRESPONDENCE – DECEMBER 2011

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

462 ANY OTHER BUSINESS – DECEMBER 2011

It was noted that the County Council will meet on 15th December 2011 to consider the future of museums in the county. It is not clear if Kidwelly Industrial Museum will be affected by any decisions made. County Councillor K.Davies will report on the outcome of this meeting.