

## KIDWELLY TOWN COUNCIL

17<sup>th</sup> JANUARY 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 17<sup>th</sup> January 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, D.Lloyd-Waterford, J.Mayne C.Peters-Bond, L.Jones from Minute 545
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	T.Burns, M.Thomas, P.Thompson, J.Gilasbey F.Burke-Lloyd

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

Minute 555 and 558 – Councillor A.Jenkins left the room

Minute 557 – Councillor S.John left the room

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

- **The survey of council land has been completed**
- **Work on the wall of the Diana garden will be carried out in spring**
- **Arrears of rent are forthcoming and should be cleared by the end of March**
- **Management of land at GL19 is being monitored and deadlines for completion of the work will be enforced**

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

#### **542 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved. A meeting with the agent for Capel Sul, Mr Lyn Jones, will be arranged.

#### **543 COMPLIANT PARKING SPACES AT PARK STEPHENS**

Confirmation of the county council's intention to place two compliant parking spaces in Parc Stephens has been sought. A response is awaited.

#### **544 THE QUAY WALL**

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

#### **545 WAUNGADOG BRIDLEWAY**

The work has almost been completed. It was **RESOLVED** to pay Mr Dalziel £150 to carry out the ditch clearance work.

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

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

#### **547 SALE OF GLA9**

The land, comprising of 1.35 acres has been valued at between £3-5k. The land is not suitable for grazing and access is difficult. The land has been put to tender three times - £4k, £3k £3k. One much lower offer has been received. The council will offer the land for £2k.

#### **548 DRAINAGE OF H6**

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

#### **549 DRAINAGE AT GLANNANT**

The culvert at the end of the lane to Llyn Fawr blocks in heavy rain. Repair work to the culvert has been completed. Note and **Close** this item.

#### **550 LAND DEVELOPMENT**

For clarity this item will be re-named “Land at GL12”. It was **RESOLVED** to carry out a valuation.

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

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

#### **552 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

#### **553 TENDERS**

GL2 – it was **RESOLVED** to offer this land for an annual rent of £110 for a 5 year tenancy.

GL3 - it was **RESOLVED** to offer this land for an annual rent of £70 for a 5 year tenancy.

GLA11 – it was **RESOLVED** to offer this land for a 1 year tenancy at a rent of £385.

#### **554 PLANNING APPLICATIONS**

It was noted that the revised plans for Phase 2 had been approved.

No observations were made.

#### **555 ERECTION OF SHED ON GL20**

A request to extend an existing shed (14ft x 14ft) has been received. This would become a 28ft x 14ft building. A further request for a timber stable on a concrete slab has been submitted. It was **RESOLVED** to allow both these constructions, installation to be monitored by the estates officer. Note and **Close** this item.

#### **556 OTTER CROSSING – COMMISSIONER’S BRIDGE**

Due to the sluice gate shutting at Commissioner’s Bridge, Otters have to cross the main A484 road to reach their breeding grounds. Several have been killed. The county council hopes to install an Otter Dry Pipe (an underpass for the otters) under the road. The town council owns the land on both sides of the road. It was **RESOLVED** to give permission for the otter crossing to be built on town council land when funding becomes available. Note and **Close** this item.

#### **557 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **558 EXTENSION OF TENANCY PERIOD**

A tenant has requested an extension of tenancy to a 15 year period to enable him to plan the future of his business. It was **RESOLVED** to end the existing tenancies on Mynydd y Garreg mountain at the end of March 2017 and issue new tenancy agreements on 1<sup>st</sup> April 2017. These will be for 10 years with a rent review after 5 years. Any pre-paid rent will be amended. The old shed next to Mount Pleasant will be included in the tenancy of GLH10. Note and **Close** this item.

#### **559 REQUEST TO PURCHASE GL29**

A request to purchase GL29 has been made. It was **RESOLVED** to have a valuation of the land carried out.

#### **560 CORRESPONDENCE – JANUARY 2017**

1	Gwen Murphy	Ms Murphy expressed concerns over bike riders in Glan yr Afon. This will be considered further at the next meeting.
2	Stephen Finch	A request to replace a gate at GL16 has been received. As the gate concerned is an internal gate and not necessary to prevent stock from wandering onto the lane, it was <b>RESOLVED</b> not to replace the gate. Note and <b>Close</b> this item.
3	Neil and Sue Woodward	A request to purchase a strip of land at the side of her property to enable off-road parking has been received. It was <b>RESOLVED</b> that the estates officer look at the options available and have a valuation carried out. For clarity, this matter will be re-named “Land at Dan yr Heol”.

#### **561 ANY OTHER URGENT BUSINESS – JANUARY 2017**

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

## KIDWELLY TOWN COUNCIL

**14<sup>th</sup> FEBRUARY 2017**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 14<sup>th</sup> February 2017

Present	Town Mayor	S.John
	Deputy Mayor	J.Lewis
	Councillors	A.Jenkins, D.Lloyd-Waterford, P.Thompson, J.Gilasbey, T.Burns, M.Thomas, J.Mayne, L.Jones (from Minute 618)
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	C.Peters-Bond, F.Burke-Lloyd

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

Minute 617 – Councillor T.Burns left the room.

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

- **Work had started on refurbishment of Mynydd y Garreg park**
- **Work at the Diana memorial Garden has been put to tender**
- **Vegetation on the tramway line needs clearing. It may be possible to rent a parcel of the cleared land to a nearby resident.**

### **Matters arising from the Estates Committee Meeting of 17<sup>th</sup> January 2017**

#### **612 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved. Documentation relating to Capel Sul cemetery is under review by the chapel's advisors.

#### **613 COMPLIANT PARKING SPACES AT PARK STEPHENS**

Confirmation of the county council's intention to place two compliant parking spaces in Parc Stephens has been sought. The highways officer has passed the matter to the appropriate county council department. A response is awaited.

#### **614 THE QUAY WALL**

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

#### **615 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

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

#### **617 SALE OF GLA9**

The land, comprising of 1.35 acres has been valued at between £3-5k. The land is not suitable for grazing and access is difficult. Two offers had been received - £2k and £3k. It was **RESOLVED** to accept the highest offer – purchaser paying costs. Note and **Close** this item.

#### **618 DRAINAGE OF H6**

No progress on drainage work has been made. The estates officer has sent a letter of compliance to the tenant.

#### **619 LAND AT GL12**

The land has been valued. It comprises of a grazing field with an area used for business purposes. As it partly falls into the LDP category for housing, three plots could be designated for building purposes. It was **RESOLVED** to rent the field area for grazing for a 5 year period and lease the business area (the yard) for a 10 year period at a commercial rent. The estates officer will discuss the proposals with the prospective tenant and report back to the committee..

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

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

#### **621 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

#### **622 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **623 REQUEST TO PURCHASE GL29**

A request to purchase GL29 has been made. A valuation of the land has been carried out. It was **RESOLVED** to sell the land. The estates officer will discuss the issues with the proposed purchaser and report back to the committee.

#### **624 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was **RESOLVED** to sell the strip as advised by the estates officer. He will discuss the details with the proposed purchaser and report back to the committee.

### **625 CORRESPONDENCE JANUARY 2017**

Ms Murphy expressed concerns over bike riders in Glan yr Afon. It was noted that the cycle path runs through Glan yr Afon. Signs could be erected but monitoring the riders would be impossible. Sustrans will be contacted for advice on the matters raised.

### **626 TENDERS**

GL19 – the present tenant has been contacted over drainage issues which are ongoing.

GL29 - see Minute 623

GLA11 – it was **RESOLVED** to accept the tender of £361 per annum for a 1 year tenancy

### **627 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/35076	Full	Rear double storey side and side extension	4 Castle View, Stockwell Lane, Kidwelly	Mr Brice

No observations were made.

### **628 LAND VALUATION REPORTS**

The following areas of land have been valued. The amounts were noted “in camera”:-

GL12 – considered at Minute 619

GLH14 - considered at Minute 622

GL29 – considered at Minute 623

H5 – considered at Minute 624

GL19 – considered at Minute 626

Land at the Old Forge – this tiny triangle of land will be advertised for sale. For clarity this item will be re-named “Land at the Old Forge”. Note and **Close** this item.

### **629 MAINTENANCE OF DITCHES**

Ditches along the lane to the Tyfri Quarry need clearing to prevent flooding. The estates officer will get quotes for the work.

### **630 CORRESPONDENCE – FEBRUARY 2017**

There was no correspondence. Note and Close this item.

### **631 ANY OTHER URGENT BUSINESS – FEBRUARY 2017**

1. Stockwell Lane – undergrowth beside the bridleway is impinging on a property in Stockwell lane. The resident is building a large extension onto his house. It would be mutually beneficial for the council to clear the undergrowth and lease the land to the resident who could use it as access for deliveries of building materials. The estates officer will explore the options with the resident and report back to the committee. For clarity this item will be re-named “Land at Stockwell Lane”.

2. Gate – a request for a new gate for GL24 has been received. According to the terms of the lease it is the responsibility of the tenant to mend / replace gates. She will be informed of this. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

14<sup>th</sup> MARCH 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 14<sup>th</sup> March 2017

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

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

There were no declarations of interest

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

- **Several areas of land are suitable for future income generation**
- **Diana Garden – tenders have been requested**
- **3 tenants have arrears of rent which should be cleared by the end of the year**
- **GL19 – drainage work is to be carried out**
- **The new bench will be placed in the cemetery**
- **The tennis court is being altered to conform with requirements**

### **Matters arising from the Estates Committee Meeting of 14<sup>h</sup> February 2017**

#### **673 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved. Documentation relating to Capel Sul cemetery is under review by the chapel's advisors. The architect has been requested to supply costs of developing the cemetery excluding the Capel Sul site. It was noted that planning permission would be required.

#### **674 COMPLIANT PARKING SPACES AT PARK STEPHENS**

Confirmation of the county council's intention to place two compliant parking spaces in Parc Stephens has been received. The estates officer will monitor the work. Note and **Close** this item.

#### **675 THE QUAY WALL**

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

#### **676 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

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

#### **678    DRAINAGE OF H6**

No progress on drainage work has been made. The estates officer has sent a letter of compliance to the tenant. This work is expected to be undertaken soon.

#### **679    LAND AT GL12**

The land has been valued. It comprises of a grazing field with an area used for business purposes. As it partly falls into the LDP category for housing, three plots could be designated for building purposes. It was previously **RESOLVED** to rent the field area for grazing for a 5 year period and lease the business area (the yard) for a 10 year period at a commercial rent. The estates officer has discuss the proposals with the prospective tenant and a commercial rent will be set for the yard area and rent for the field area adjusted proportionately.

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

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

#### **681    MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

#### **682    FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **683    REQUEST TO PURCHASE GL29**

A request to purchase GL29 has been made. A valuation of the land has been carried out. It was previously **RESOLVED** to sell the land. An offer from the proposed purchaser has been received which is well below the valuation. It was **RESOLVED** that the estates officer inform the purchaser that it is not acceptable.

#### **684    LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. He has discussed the details with the proposed purchaser who will carry out his own valuation.

#### **685    LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. A resident at No 2 is building a large extension onto his house. It would be mutually beneficial for the council to clear the undergrowth and lease the land to the resident who could use it as access for deliveries of building materials. The estates officer will explore the options with the resident. Undergrowth at No 4 also needs cutting back. These two areas could be maintained by the estates contractor – See Minute 692 below.

#### **686 MAINTENANCE OF DITCHES**

Ditches [140m] along the lane to the Tyfri Quarry need clearing to prevent flooding. A 40m ditch at Waungadog also needs attention. The estates officer will get quotes for this work. The county council will be informed of water flowing onto the by-pass near Waungadog.

#### **687 CORRESPONDENCE JANUARY 2017**

Ms Murphy expressed concerns over bike riders in Glan yr Afon. It was noted that the cycle path runs through Glan yr Afon. Signs could be erected but monitoring the riders would be impossible. Sustrans will be contacted for advice on the matters raised.

#### **688 TENDERS**

GL3 – the previous tenant has stated that she does not want to pay the £70 rent required for a further lease. The estates officer will inform her that if this payment is not acceptable to her, the land will be put to tender.

#### **689 PLANNING APPLICATIONS**

There were no planning applications. It was noted that approval has been given for 11 houses near Parc Pendre. The county council will be requested to provide planning outcomes as they have done previously.

#### **690 BRYNHEFIN FIELDS**

The tenant of GL6 does not wish to rent the lower part of the field which is wooded and a dumping ground for rubbish. It was **RESOLVED** to exclude this area from the tenancy and adjust the rent accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area. The land will be cleared and the estates officer will explore costs for this work.

#### **691 PARKING AT SHINTOR FACH**

Parking in this area is limited, Number 2 Shintor Fach having no parking at all available. There is a possibility of part of a field being converted into a one car parking space which could be rented, or purchased. The resident will be requested to put her proposal in writing.

#### **692 UNALLOCATED DAYS – MAINTENANCE CONTRACT**

The maintenance contract has 4 days unallocated work left. The following work is needed:- Stockwell lane clearance, Mynydd y Garreg Park hedges, Castle River Walk clear up, Hillfield villas hedge, Quay and Canal pathways. The estates officer will allocate the work. It was noted that Tinplate Walk was overgrown. The county council will be informed. It was further noted that community councils are grouping together to cut costs by sharing contractors. An expression of interest in joining the consortium will be made. Note and **Close** this item.

#### **693 CORRESPONDENCE – MARCH 2017**

The tenant of GL28 has requested to purchase the land. A valuation will be requested. For clarity the matter will be re-named “Purchase of GL28”

#### **694 ANY OTHER URGENT BUSINESS – MARCH 2017**

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

## KIDWELLY TOWN COUNCIL

11<sup>th</sup> APRIL 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 11<sup>th</sup> April 2017

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

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

There were no declarations of interest

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

### **Matters arising from the Estates Committee Meeting of 14<sup>th</sup> March 2017**

#### **740 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved. Documentation relating to Capel Sul cemetery is under review by the chapel's advisors. The architect has been requested to supply costs of developing the cemetery excluding the Capel Sul site. It was noted that planning permission would be required. It was agreed that the bank near the fence should not be cut but left for wild flowers to grow.

#### **741 THE QUAY WALL**

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

#### **742 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

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

#### **744 DRAINAGE OF H6**

It was reported that the tenant had died and the grandson wished to take over the land. The estates officer will investigate how to proceed with this matter.

#### **745 LAND AT GL12**

The land has been valued. It comprises of a grazing field with an area used for business purposes. As it partly falls into the LDP category for housing, three plots could be designated for building purposes. It was previously **RESOLVED** to rent the field area for grazing for a 5 year period and lease the business area (the yard) for a 10 year period at a commercial rent. The estates officer has discuss the proposals with the prospective tenant. A commercial rent has been set for the yard area - £500: rent for the field area has been adjusted proportionately - £505. It was **RESOLVED** to accept these amounts, the tenancy commencing in December 2017. Note and **Close** this item.

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

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

#### **747 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

#### **748 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **749 REQUEST TO PURCHASE GL29**

A request to purchase GL29 has been made. A valuation of the land has been carried out. It was previously **RESOLVED** to sell the land. An offer of £3k from the proposed purchaser has been received. It was **RESOLVED** to sell the land for £3k, purchaser paying all costs, with a clawback clause in the conveyance. Note and **Close** this item.

#### **750 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

#### **751 LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. A resident at No 2 is building a large extension onto his house. It would be mutually beneficial for the council to clear the undergrowth and lease the land to the resident who could use it as access for deliveries of building materials. The estates officer will explore the options with the resident. Undergrowth at No 4 also needs cutting back. These two areas could be maintained by the estates contractor.

#### **752 MAINTENANCE OF DITCHES**

Ditches [140m] along the lane to the Tyfri Quarry need clearing to prevent flooding. A 40m ditch at Waungadog also needs attention. To date the estates officer has received only one quote for this work.

### **753 CORRESPONDENCE JANUARY 2017**

Ms Murphy expressed concerns over bike riders in Glan yr Afon. It was noted that the cycle path runs through Glan yr Afon. Signs could be erected but monitoring the riders would be impossible. Sustrans will be contacted for advice on the matters raised.

### **754 TENDERS**

GL3 – the previous tenant has stated that she does not want to pay the £70 rent required for a further lease. The land will be put to tender.

### **755 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/35251	Full	Single story extension to rear of existing dwelling	3 Alstred Street, Kidwelly	Stuart Northcote
2	S/35263	Full	Temporary car park	Adjacent to Princess Gwenllian Centre	Kidwelly Town Council

There were no observations.

### **756 BRYNHEFIN FIELDS**

The tenant of GL6 does not wish to rent the lower part of the field which is wooded and a dumping ground for rubbish. It was previously **RESOLVED** to exclude this area from the tenancy and adjust the rent accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area. The land will be cleared and the estates officer will explore costs for this work.

### **757 PARKING AT SHINTOR FACH**

Parking in this area is limited, Number 2 Shintor Fach having no parking at all available. It was **RESOLVED** that a small corner of a field be sold so the resident can convert it into a one car parking space. The price was set at £1k, purchaser paying all costs, a clawback clause being included in the conveyance. Note and **Close** this item.

### **758 PURCHASE OF GL28**

The tenant of GL28 has requested to purchase the land. A valuation has been obtained. Further details are awaited.

### **759 CORRESPONDENCE – APRIL 2017**

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

### **760 ANY OTHER URGENT BUSINESS – APRIL 2017**

The county council will be requested to clear the land behind the old Town Hall, and the area behind the bungalows bordering Parc Stephens. Note and **Close** this item.

The Chair thanked everyone for their support during the year and wished all councillors the best for the future.

## KIDWELLY TOWN COUNCIL

16<sup>th</sup> MAY 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 16<sup>th</sup> May 2017

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	D.Lloyd-Waterford, P.Thompson, J.Gilasbey, L.Jones T.Burns, V.Bevan-Jones, G.Jones, C.Davies, G.Beer
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	J.Mayne, S.Davies

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

There were no declarations of interest

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

It was noted that work at Mynydd y Garreg park is still being undertaken. Completion is expected by 19<sup>th</sup> May 2017. The leases for Ger y Gwendraeth Park and Parc Stephens play area should be ready before the end of the month. A meeting regarding parks maintenance will be held in the Rugby Club on 19<sup>th</sup> May 2017. It was **RESOLVED** that maintenance work on the parks transferred to the town council be undertaken on a temporary basis at the discretion of the town clerk.

### **Matters arising from the Estates Committee Meeting of 11<sup>h</sup> April 2017**

#### **32 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved. Documentation relating to Capel Sul cemetery is under review by the chapel's advisors. The architect has been requested to supply costs of developing the cemetery excluding the Capel Sul site. It was noted that planning permission would be required.

It was agreed that the bank near the fence should not be cut but left for wild flowers to grow.

#### **33 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought.

#### **34 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

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

### **36      TENANCY OF H6**

It was previously reported that the tenant had died. The land had been put to tender. It was **RESOLVED** to accept a tender of £360 per annum for a 5 year tenancy. The land will hereafter be known as GLH6. Note and **Close** this item.

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

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

### **38      MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

### **39      FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

### **40      LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

### **41      LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. A resident at No 2 is building a large extension onto his house. It would be mutually beneficial for the council to clear the undergrowth and lease the land to the resident who could use it as access for deliveries of building materials. The estates officer will explore the options with the resident.

### **42      MAINTENANCE OF DITCHES**

Ditches [140m] along the lane to the Tyfri Quarry need clearing to prevent flooding. A 40m ditch at Waungadog also needs attention. Two quotations had been received. It was **RESOLVED** to accept the quote of £260 and have the work done as soon as possible. Note and **Close** this item.

### **43      BRYNHEFIN FIELDS**

The lower part of GL6 has been excluded from the tenancy and the rent has been adjusted accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area.

**44 PURCHASE OF GL28**

The tenant of GL28 has requested to purchase the land. A valuation has been obtained. Further details are awaited.

**45 TENDERS**

GL19 – It was noted that the land has not been kept in an acceptable condition. A site visit will be carried out to assess the situation.

**46 PLANNING APPLICATIONS**

There were no planning applications.

**47 CORRESPONDENCE – APRIL/MAY 2017**

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

**48 ANY OTHER URGENT BUSINESS – MAY 2017**

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

## KIDWELLY TOWN COUNCIL

13<sup>th</sup> JUNE 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 13<sup>th</sup> June 2017

Present	Town Mayor	
	Deputy Mayor	C.Peters-Bond
	Councillors	D.Lloyd-Waterford, P.Thompson, J.Gilasbey, S.Davies T.Burns, V.Bevan-Jones, G.Jones, C.Davies, G.Beer
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	L.Jones, A.Jenkins, J.Mayne

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

Minute 109 – Councillor J.Gilasbey left the room.

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

The DDA parking bays at Parc Stephens have been completed.

The playground at Mynydd y Garreg has still not been completed.

Tenders for remedial work on the Diana Garden wall are being prepared.

Outstanding debts are being recovered.

A meeting has been held with Renewable Energy Wales.

Local housing needs are being looked at.

Sales of GLA9, GL29 and a parking space at Shintor Fach are ongoing.

### **Matters arising from the Estates Committee Meeting of 16<sup>h</sup> May 2017**

#### **96 CEMETERY**

The topographical survey has been received. The proposed green burial site has capacity for 1000 burials. Planning of the site can proceed but the work cannot commence until arrangements have been made with the trustees of Capel Sul cemetery as access issues are involved. Documentation relating to Capel Sul cemetery is under review by the chapel's advisors. The architect has been requested to supply costs of developing the cemetery excluding the Capel Sul site. It was noted that planning permission would be required.

It was agreed that the bank near the fence should not be cut but left for wild flowers to grow.

#### **97 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought.

#### **98 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

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

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

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

#### **101 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

#### **102 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **103 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

#### **104 LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. The estates officer will investigate the cost of pollarding the trees.

#### **105 BRYNHEFIN FIELDS**

The lower part of GL6 has been excluded from the tenancy and the rent has been adjusted accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area.

#### **106 PURCHASE OF GL28**

The tenant of GL28 has requested to purchase the land. The estates officer and Chair of the Estates Committee have carried out a site visit. A valuation has been obtained. The tenant has offered to pay £1,500 which is not acceptable. It was **RESOLVED** to set an asking price of £5k.

### **107 CONDITION OF GL19**

The tenancy ends on 16<sup>th</sup> June 2017. An inspection carried out has shown the land has been neglected and therefore the tenancy will not be renewed. A drainage pipe needs to be placed along the slope and a channel is required along the side of the field. It was **RESOLVED** to put the land to tender for a five year tenancy – offers in excess of £120 per annum.

### **108 TENDERS**

There were no tenders.

### **109 PLANNING APPLICATIONS**

Members were informed that a planning application for alterations to the car park at the Co-op and installation of a refrigeration unit had been made but no details had been received. The town clerk will make enquiries regarding this.

### **110 TENANCY OF H8**

The tenant of H8 has died. It was **RESOLVED** to split the land into two parcels and put each to tender for a 5 year tenancy. The land will be known as GL40 and GL41. GL40 tenders in excess of £300 and GL41 tenders in excess of £800.

### **111 CONDITION OF H3**

The land has been neglected and is completely overgrown with Buddleia. The tenant will be informed that his tenancy will be terminated if it is not removed.

### **112 TENANCY OF GL3**

The land is vacant and in very poor condition, unsuitable for grazing or any other purpose. It has been put to tender on many occasions but no offers have been made. The previous tenant is prepared to rent the land at £50 per annum. It was **RESOLVED** to accept the offer with an option to purchase in the future. Note and **Close** this item.

### **113 CORRESPONDENCE – MAY/JUNE 2017**

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

### **114 ANY OTHER URGENT BUSINESS – JUNE 2017**

It was noted that:-

The toilets will be closed on 20<sup>th</sup> June 2017 so that work on the drains can be carried out.

The broken railings at the cemetery have been removed and bushes planted.

The next phase of the “Safe Routes Scheme” is to begin – however, the footpath at Mynydd y Garreg which was included in the previous scheme has still not been completed. This will be monitored.

Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

11<sup>th</sup> JULY 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 11<sup>th</sup> July 2017

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	D.Lloyd-Waterford, P.Thompson, J.Gilasbey, S.Davies T.Burns, V.Bevan-Jones, G.Jones, G.Beer, J.Mayne, T.Burnett, C.Evans
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Admin.Assistant	Owain Davies
Apologies	Councillors	L.Jones

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

Minute 173 – Councillor J.Gilasbey left the room.

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

### **Matters arising from the Estates Committee Meeting of 13<sup>h</sup> June 2017**

#### **158 CEMETERY**

It was reported that Capel Sul has now been sold. Documentation relating to Capel Sul cemetery is under review by the chapel's advisors. Discussions can now be commenced regarding the take-over of the Capel Sul Cemetery.

#### **159 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought.

#### **160 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

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

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

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

### **163 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

### **164 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

### **165 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

### **166 LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. The estates officer will investigate the cost of pollarding the trees.

### **167 BRYNHEFIN FIELDS**

The lower part of GL6 has been excluded from the tenancy and the rent has been adjusted accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area.

### **168 PURCHASE OF GL28**

The tenant of GL28 has requested to purchase the land. The estates officer and Chair of the Estates Committee have carried out a site visit. A valuation has been obtained. The tenant has offered to pay £1,500 which is not acceptable. The tenant has requested to purchase an additional section of land. A valuation of this will be made.

### **169 CONDITION OF GL19**

The tenancy ended on 16<sup>th</sup> June 2017. An inspection carried out had shown the land had been neglected and therefore the tenancy will not be renewed. The land was therefore put to tender for a five year tenancy – offers in excess of £120 per annum. It was **RESOLVED** to accept the tender of £200 per annum. Note and **Close** this item.

### **170 TENANCY OF H8**

The tenant of H8 has died. It was noted that the land is not in good condition. It was previously **RESOLVED** to split the land into two parcels (GL40 and GL41) and put each to tender for a 5 year tenancy. This will run from 1<sup>st</sup> October 2017.

### **171 CONDITION OF H3**

The land has been neglected and is completely overgrown with Buddleia. Many requests to have the land cleared have been made. The tenant will be informed that his tenancy will be in jeopardy if it is not removed.

### **172 TENDERS**

There were no tenders.

### **173 PLANNING APPLICATIONS**

S/35744 – Advertisement application – Co-operative Store. It was noted that the signage proposed was not fully bi-lingual. This observation will be conveyed.

Councillor Andrew Jenkins left the meeting.

### **174 STORAGE UNIT FOR SCOUTS**

The scouts currently occupy part of the vestry of Capel Sul, which is for sale. They are seeking storage facilities. Various options were considered. It was **RESOLVED** to negotiate with the Gwenllian Hall to allow a storage unit to be installed in the car park. Note and **Close** this item.

### **175 BENCH FOR GLAN YR AFON**

A replacement bench is needed in Glan yr Afon. The estates officer will explore options.

### **176 MOWING OF LOWER CEMETERY FIELD**

The field needs to be mown. It is not included in the maintenance contract. It was **RESOLVED** to have the work done. Note and **Close** this item.

### **177 REMOVAL OF TREE**

A large sycamore located on the boundary of council land along Horeb Road needs to be felled. The estates officer will explore options for removal.

### **178 TENANT'S QUESTIONNAIRE**

A draft of the proposed questionnaire to be sent to tenants regarding their land management plans had been circulated. It was **RESOLVED** that the questionnaire be sent out. Note and **Close** this item.

### **179 CORRESPONDENCE – JUNE/JULY 2017**

1	Mynydd Hall Committee	A request for regular maintenance of Cofeb Grav has been made. The Probation Service will be requested to undertake this work. Note and <b>Close</b> this item
2	Mr Ieuan Hughes	Mr Hughes has requested that maintenance work be undertaken at the cemetery. He had provided a list of items that needed attention. The matter was considered and a working plan was formed. Mr Hughes will be informed. Note and <b>Close</b> this item.

Councillor V. Bevan-Jones left the meeting.

### **180 ANY OTHER URGENT BUSINESS – JULY 2017**

Members were informed that:-

Glan yr Afon – a group of volunteers have created a wildflower meadow and they are keen to increase the project throughout the town. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

12<sup>th</sup> SEPTEMBER 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 12<sup>th</sup> September 2017

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	D.Lloyd-Waterford, J.Gilasbey, S.Davies T.Burns, V.Bevan-Jones, G.Jones, G.Beer, J.Mayne, T.Burnett, L.Jones, J.Bezant
	Town Clerk	Virginia O'Reilly
	Town Secretary	Anna Padgett
Apologies	Councillors	P.Thompson, C.Davies, C.Evans
	Estates Officer	Stephen Thomas

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

There were no declarations of interest.

**The Estates Officer had provided a written report. It was noted that:-**  
The tenant's Questionnaire had been amended.

### **Matters arising from the Estates Committee Meeting of 11<sup>th</sup> July 2017**

#### **222 CEMETERY**

Capel Sul has been sold. A meeting with the trustees was inconclusive. They were unaware of previous correspondence which stated that the town council would take over the cemetery only if financial assistance was given for maintenance costs. The chapel advisor will be contacted and further discussions will be held. It will be noted on the website that the cemetery is not in the ownership of the town council.

#### **223 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought.

#### **224 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

It was previously **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen's 90<sup>th</sup> birthday. It was **RESOLVED** to plant a Purple beech and a second beech to commemorate the Queen's 70<sup>th</sup> Wedding Anniversary. These will be planted in November 2017.

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

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

### **227 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

Footpaths are overgrown with brambles and branches. The county council has been requested to clear the paths and declassify the Byway Open to All Traffic as a bridleway. Inclement weather is delaying the clearance work.

### **228 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

### **229 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

### **230 LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. The estates officer will investigate the cost of pollarding the trees.

### **231 BRYNHEFIN FIELDS**

The lower part of GL6 has been excluded from the tenancy and the rent has been adjusted accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area.

### **232 PURCHASE OF GL28**

The tenant of GL28 has requested to purchase the land. The estates officer and Chair of the Estates Committee have carried out a site visit. A valuation has been obtained. The tenant has offered to pay £1,500 which is not acceptable. The tenant has requested to purchase an additional section of land. A valuation of this will be made.

### **233 TENANCY OF H8**

The tenant of H8 has died. It was noted that the land is not in good condition. It was previously **RESOLVED** to split the land into two parcels (GL40 and GL41) and put each to tender for a 5 year tenancy offers in excess of £300 and £800 per annum respectively.

### **234 CONDITION OF H3**

The land has been neglected and is completely overgrown with Buddleia. Many requests to have the land cleared have been made. The tenant will be informed that his tenancy will be in jeopardy if it is not removed.

### **235 TENDERS**

GL22 – it was **RESOLVED** to offer the land to the existing tenant at an annual rent of £95 for a five year period – as per land policy.

### **236 BENCH FOR GLAN YR AFON**

A replacement bench is needed in Glan yr Afon. The estates officer will explore options. A rustic bench is a preferred option.

### **237 REMOVAL OF TREE**

A large sycamore located on the boundary of council land along Horeb Road needs to be felled. The estates officer will explore options for removal.

### **238 PLANNING APPLICATIONS**

There were no planning applications to consider.

### **239 PROBATION SERVICE WORK**

It was noted that the daffodil bulbs would be delivered on 13<sup>th</sup> September 2017. Councillor J.Gilasbey will liaise with the supervisor and arrange for the planting. Other varieties of bulbs will be considered for the spring season. Note and **Close** this item.

### **240 CORRESPONDENCE – AUGUST/SEPTEMBER 2017**

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

### **241 ANY OTHER URGENT BUSINESS – SEPTEMBER 2017**

1. The trees forming the boundary between the Gwenllian Centre and the Fire Station are overgrown. Enquiries will be made as to who is responsible for maintenance.
2. Three fallen trees were reported to have blown down on the bridleway. The estates officer will investigate

## KIDWELLY TOWN COUNCIL

**10<sup>th</sup> OCTOBER 2017**

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 10<sup>th</sup> October 2017

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	D.Lloyd-Waterford, J.Gilasbey, J.Bezant, P.Thompson T.Burns, V.Bevan-Jones, G.Jones, G.Beer, T.Burnett, C.Davies
	Town Clerk	
Apologies	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
	Councillors	J.Mayne, L.Jones, S.Davies, C.Evans
	Town Clerk	Virginia O'Reilly

It was **RESOLVED** that Councillor P.Thompson be appointed Acting Town Clerk for the duration of the meeting in the absence of the town clerk.

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

Minute 296 – Councillor A.Jenkins left the room.

**The Estates Officer had provided a written report which had been circulated.**

### **Matters arising from the Estates Committee Meeting of 12<sup>th</sup> September 2017**

#### **282 CEMETERY**

It was reported that pampas grass has been planted on a grave. This will be removed. Some residents are under the impression that the council has taken over the cemetery. The source of funding for maintenance and grass cutting is also causing confusion. A meeting with the chapel advisor has been arranged.

#### **283 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought.

#### **284 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

It was previously **RESOLVED** to plant a tree in Glan yr Afon to commemorate the Queen's 90<sup>th</sup> birthday. It was previously **RESOLVED** to plant a Purple beech and a second beech to commemorate the Queen's 70<sup>th</sup> Wedding Anniversary. These will be planted in November 2017.

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

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

#### **287 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

Footpaths are overgrown with brambles and branches. The county council has been requested to clear the paths and declassify the Byway Open to All Traffic as a bridleway. Inclement weather is delaying the clearance work.

#### **288 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018 – final payment to be made in October 2017. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **289 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

#### **290 LAND AT STOCKWELL LANE**

Undergrowth beside the bridleway is impinging on properties in Stockwell lane. The estates officer will arrange for these to be cut back by the estates contractor. Note and **Close** this item.

#### **291 BRYNHEFIN FIELDS**

The lower part of GL6 has been excluded from the tenancy and the rent has been adjusted accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area.

#### **292 PURCHASE OF GL28**

The tenant of GL28 has requested to purchase the land. The tenant had offered to pay £1,500 which was not acceptable. A final offer of £5k, to include the old quarry, has been made. It was **RESOLVED** to accept the offer of £5k, purchaser paying all costs and subject to the council's usual conditions of sale. Note and **Close** this item.

#### **293 TENANCY OF H8**

The tenant of H8 has died. The land has been split into two parcels (GL40 and GL41) and put to tender for 5 year tenancies, offers in excess of £300 and £800 per annum respectively.

GL40 - It was **RESOLVED** to accept the tender of £350

GL41 - It was **RESOLVED** to accept the tender of £820

Note and **Close** this item.

### **294    CONDITION OF H3**

It was **RESOLVED** to consider this item “*in camera*”.

The land has been neglected and is completely overgrown with Buddleia. Many requests to have the land cleared have been made. It was **RESOLVED** that the tenant be informed, in a final letter, that his tenancy will be in jeopardy if the Buddleia is not removed and the land reinstated. The CLA will be asked for advice on this matter.

### **295    BENCH FOR GLAN YR AFON**

A replacement bench is needed in Glan yr Afon. The estates officer will explore options. A rustic bench is a preferred option.

### **296    REMOVAL OF TREE**

A tree surgeon has advised that a very large rotting sycamore located on the boundary of council land along Horeb Road needs to be felled – at a cost of £450+VAT. The neighbouring resident has agreed to pay half the cost. It was **RESOLVED** to fell the tree and accept the offer of part payment. Note and **Close** this item.

### **297    TENDERS**

GL22 – This area has been renamed PS2 to denote its actual use as a parking space. A license has been issued, £95 for the first year, with annual rent reviews.

GL9 – it was **RESOLVED** to offer the land to the existing tenant at an annual rent of £265 for a 5 year tenancy – as per land policy.

### **298    PLANNING APPLICATIONS**

There were no planning applications to consider.

### **299    FLY TIPPING AT THE QUAY**

The estates officer reported that several instances of fly tipping had occurred at the Quay/Canal area. The police will be informed of the illegal dumping. It was **RESOLVED** to install a lockable removable bollard to prevent vehicles accessing the area where the rubbish had been dumped. Note and **Close** this item.

### **300    REQUEST TO PURCHASE GL14**

A request to purchase GL14 and the surrounding quarry land has been received. It was **RESOLVED** not to sell this land. Note and **Close** this item.

### **301    CORRESPONDENCE – SEPTEMBER/OCTOBER 2017**

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

### **302    ANY OTHER URGENT BUSINESS – OCTOBER 2017**

1. Japanese Knotweed – this will be sprayed.
2. Glan yr Afon – brambles will be cut back.

## KIDWELLY TOWN COUNCIL

14<sup>th</sup> NOVEMBER 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 14<sup>th</sup> November 2017

Present	Town Mayor	A.Jenkins
	Deputy Mayor	
	Councillors	D.Lloyd-Waterford, J.Gilasbey, J.Bezant, P.Thompson T.Burns, G.Beer, T.Burnett, J.Mayne
	Town Clerk	Virginia O'Reilly
	Estates Officer	Stephen Thomas
	Town Secretary	Anna Padgett
Apologies	Councillors	C.Peters-Bond, L.Jones, S.Davies, V.Bevan-Jones, C.Davies, C.Evans, G.Jones

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

Minute 357 – Councillor P.Thompson left the room.

Minute 360 – Councillor A.Jenkins left the room.

### **The Estates Officer had provided a written report which had been circulated.**

He informed members that he would be leaving this employment on 24<sup>th</sup> November 2017.

A vote of thanks for all his work for the council was recorded.

### **Matters arising from the Estates Committee Meeting of 10<sup>th</sup> October 2017**

#### **345 CEMETERY**

A letter of complaint had been received regarding the maintenance of the cemetery. A site visit will be undertaken with the estates contractor to assess the work needed. A final cut to the grass will be made. The sign on the cemetery gate will be replaced. The pampas grass and fir tree will be removed.

An estimated cost of work needed before the council could take over Capel Sul cemetery has been given to the Chapel trustees. This estimate would have to be submitted to the Charity Commission before any financial arrangement with the trustees could be made.

#### **346 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought.

#### **347 WAUNGADOG BRIDLEWAY**

The work has been completed. Photographs were circulated. Concerns were expressed over the materials used for surfacing. Liability issues will be investigated.

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

It was previously **RESOLVED** to plant trees in Glan yr Afon to commemorate the Queen’s 90<sup>th</sup> birthday and 70<sup>th</sup> Wedding Anniversary. It was **RESOLVED** to purchase two Purple beeches. Note and **Close** this item.

**349    MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

Footpaths are overgrown with brambles and branches. The county council has been requested to clear the paths and declassify the Byway Open to All Traffic as a bridleway. Inclement weather is delaying the clearance work.

**350    MAINTENANCE OF FIELD AT REAR OF MYNYDD HALL**

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

**351    FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

**352    LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

**353    BRYNHEFIN FIELDS**

The lower part of GL6 has been excluded from the tenancy and the rent has been adjusted accordingly. The estates officer will investigate the possibility of applying for planning permission for building in this area. This matter will be referred to Full Council and considered within the “Housing Co-operative” initiative. Note and **Close** this item.

**354    CONDITION OF H3**

The land has been neglected and is completely overgrown with Buddleia. Many requests to have the land cleared have been made. It was previously **RESOLVED** that the tenant be informed, in a final letter, that his tenancy will be in jeopardy if the Buddleia is not removed and the land reinstated. The letter has been written and will be sent with immediate effect.

**355    BENCH FOR GLAN YR AFON**

A replacement bench is needed in Glan yr Afon. The estates officer will explore options. A rustic bench is a preferred option.

**356    TENDERS**

There were no tenders.

### **357 PLANNING APPLICATIONS**

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/36265	Full Planning	Demolition of existing single storey extension to allow for new, proposed two storey extension and internal alterations.	19 Water Street, Kidwelly, SA17 5BX	Miss Jane Carter
2	S/36304	Full Planning	Change of use from a residential dwelling to a Hair & Beauty salon to facilitate the transfer of an existing business.	Nora Jean, Vicarage lane, Kidwelly, SA17 4SY	Josie's Hair & Beauty – Ms Giuseppina Stephens
3	S/36339	Reserved Matters	Residential Development (reserved matters to outline approval S/25388 & S/31174)	Formerly Mount Pleasant Farmyard, Ferry Road, Kidwelly, SA17 5BJ	Mrs Williams, Mrs Marks, Mrs Hughes & Mr Cray

Item 2 – CCC will be informed of concerns over parking availability.

### **358 10 YEAR TENANCY FOR GL14**

A request for a 10 year tenancy for this land has been made. It was **RESOLVED** to grant the request. A new 10 year tenancy will be issued - £65 per annum for 5 years with a rent review at the end of the 5 year period. Note and **Close** this item.

### **359 DONATION OF BENCHES**

The Co-operative Store has kindly donated 2 benches to the community and has requested that one be placed in Parc Stephens and the other in Ger y Gwendraeth park. The offer will be accepted with thanks and the benches stored until the council takes over the transfer of the parks when they will be installed. Note and **Close** this item.

### **360 REQUEST TO PURCHASE PART OF GL20**

A request to purchase part of GL20 so that a small agricultural steel-framed building can be erected has been made. It was **RESOLVED** not to sell the land. A new 10 year tenancy will be offered - £300 per annum for 5 years with a rent review at the end of the 5 year period. Note and **Close** this item.

### **361 CORRESPONDENCE – OCTOBER/NOVEMBER 2017**

A letter received regarding the cemetery was considered under Minute 345 – Cemetery. Note and **Close** this item.

### **362 ANY OTHER URGENT BUSINESS – NOVEMBER 2017**

1. Grave concern over the lack of progress in resolving the issues surrounding the destruction of the Grotto last year was expressed. It was **RESOLVED** to write to the Police Commissioner and request that he investigate the matter. This matter will be referred to the Finance Committee as it involves a compensation claim. Note and **Close** this item.

2. A Wales Co-operative Housing meeting will be arranged for 6<sup>th</sup> December 2017 during the afternoon. It was reported that the meeting held on 10<sup>th</sup> November 2017 in Carmarthen, attended by Cllrs D.Lloyd-Waterford and J.Bezant was very informative. It is hoped that the next meeting can be held in Kidwelly. Note and **Close** this item.

## KIDWELLY TOWN COUNCIL

12<sup>th</sup> DECEMBER 2017

At the meeting of the **ESTATES COMMITTEE** held at the Princess Gwenllian Centre, Kidwelly on Tuesday 12<sup>th</sup> December 2017

Present	Town Mayor	A.Jenkins
	Deputy Mayor	C.Peters-Bond
	Councillors	D.Lloyd-Waterford, J.Gilasbey, P.Thompson T.Burns, J.Mayne, C.Evans, G.Jones
	Town Clerk	Virginia O'Reilly
	Town Secretary	Anna Padgett
Apologies	Councillors	J.Bezant, G.Beer, T.Burnett, L.Jones, V.Bevan-Jones, S.Davies, C.Davies

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

There were no declarations of interest.

### **Matters arising from the Estates Committee Meeting of 14<sup>th</sup> November 2017**

#### **405 CEMETERY**

A letter of complaint had been received regarding the maintenance of the cemetery. An assessment of the work needed has been undertaken with the estates contractor. The sign on the cemetery gate has been replaced. The pampas grass and fir tree will be removed. The cemetery development plans will be reconsidered.

An estimated cost of work needed before the council could take over Capel Sul cemetery has been given to the Chapel trustees. This estimate would have to be submitted to the Charity Commission before any financial arrangement with the trustees could be made. The trustees will be requested to provide an update of progress made with the Charity Commission and inform council of their intentions.

#### **406 THE QUAY WALL**

The estates officer previously reported that repairs were needed. Consent from the conservation officer will be needed as the wall is a listed building. Extensive work will be needed. Grant funding will be sought. This matter will be noted and **Closed** until further information on grant funding is obtained.

#### **407 WAUNGADOG BRIDLEWAY**

The work has been completed. Note and **Close** this item.

#### **408 MAINTENANCE OF MYNYDD Y GARREG MOUNTAIN**

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

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

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

#### **410 FUTURE DEVELOPMENT GLH14**

This tenancy ceases in October 2018. There is a considerable amount of work needed to upgrade the land. The land valuation is well below agricultural land value. The estates officer will investigate costs for fencing and drainage and explore options for the alternative use of the land.

#### **411 LAND AT DAN YR HEOL**

A request to purchase a strip of land at the side of her property to enable off-road parking has been received. A valuation has been carried out. The estates officer advised that a strip of land which comprises of a wide hedge and a ditch be sold to enable access to the rear of the house. No grazing land would be lost. It was previously **RESOLVED** to sell the strip as advised by the estates officer. The proposed purchaser has carried out his own valuation. No further details are available.

#### **412 CONDITION OF H3 – “in camera”**

This matter was considered “in camera”.

#### **413 BENCH FOR GLAN YR AFON**

A replacement bench is needed in Glan yr Afon. It was **RESOLVED** to purchase a bench. Note and **Close** this item.

#### **414 TENDERS**

There were no tenders.

#### **415 PLANNING APPLICATIONS**

There were no planning applications.

#### **416 CORRESPONDENCE – NOVEMBER/DECEMBER 2017**

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

#### **417 ANY OTHER URGENT BUSINESS – DECEMBER 2017**

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

The Chair wished everyone a Happy Christmas.