

KIDWELLY TOWN COUNCIL

16th JANUARY 2018

At the meeting of the **ESTATES COMMITTEE** held at the Parish Rooms, Kidwelly on Tuesday 16th January 2018

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

455 MEMBER'S DECLARATIONS OF INTEREST

There were no declarations of interest.

Matters arising from the Estates Committee Meeting of 12th December 2017

456 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 have been requested to provide an update of progress made with the Charity Commission and inform council of their intentions.

457 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.

458 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.

459 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.

460 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.

461 CONDITION OF H3

A request to discuss the possible purchase of the land has been received. It was **RESOLVED** to obtain a valuation of the land.

462 TENDERS

GLA11 – it was **RESOLVED** to extend this lease for a further year at a rent of £380 per annum.

463 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/36629	Full Planning	Demolition of existing single storey extension to allow for new, proposed two storey extension and internal alterations.	21 Water Street, Kidwelly, SA17 5BX	Mr Christopher John
2	S/36660	Full Planning	Reserved matters approval for 9 bungalows	Land off Park View Drive, Kidwelly, SA17 4UP	GRD Ltd – Gareth Davies

Item 2 It was noted that this development would put pressure on access and traffic issues and sewage and drainage systems.

464 LEASE OF THE FORESHORE

The Crown Estate has requested a meeting to discuss the lease of the foreshore. Council had previously **RESOLVED** not to renew the lease. A meeting with the land agent will be held on 6th February 2018 to discuss the issues involved.

465 TREES AT STOCKWELL LANE

It was reported that many of the trees along the bridleway had lost branches. The contractor will be requested to cut back the overhanging trees.

466 PURCHASE OF GL19

A request to purchase GL19 has been received. It was decided to put this matter on hold until the new estates officer has been appointed.

467 CONTRACTS FOR GRASS CUTTING – PARKS & TOILETS

Two parks, [with 2 additional pending] have been transferred to the town council. The toilet transfer will follow on completion of the ramp. Litter collection will be necessary. The town clerk will meet with officers from Carmarthen Town Council to consider joint purchase of services. Local contractors would be preferred. A specification of tasks will be prepared for the next estates meeting.

468 CORRESPONDENCE – DECEMBER 2017/JANUARY 2018

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

469 ANY OTHER URGENT BUSINESS – JANUARY 2018

1. A fallen tree on the bridleway will be reported to the county council.
2. Cllrs J.Mayne and G.Beer will take down the hanging baskets.

Note and **Close** this item.

KIDWELLY TOWN COUNCIL

13th FEBRUARY 2018

At the meeting of the **ESTATES COMMITTEE** held at the Parish Rooms, Kidwelly on Tuesday 13th February 2018

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

Ben Ferguson – “Local Energy” attended and gave details of the Kidwelly Ground Mounted Solar Project – Feasibility Report. He explained the various options available to the community, identifying available land areas, and outlining the process necessary to generate and utilize energy for local use. He suggested that an Ecology Study be commenced as soon as possible as it would take a year to complete. He recommended that a “Kidwelly Community Energy” group be formed.

513 MEMBER’S DECLARATIONS OF INTEREST

Minute 528 – Cllr T.Burns. Cllr J.Gilasbey took the chair.

Matters arising from the Estates Committee Meeting of 16th January 2018

514 CEMETERY

The estates contractor has undertaken remedial work and the cemetery is now much tidier. The cemetery development plans will be reconsidered.

515 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.

516 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. Note and **Close** this item.

517 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.

518 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. This matter will be deferred until the proposed purchaser states his intentions. Note and **Close** this item.

519 CONDITION OF H3

A request to discuss the possible purchase of the land from the present tenant has been received. It was previously **RESOLVED** to obtain a valuation of the land which is awaited. Another individual has expressed an interest in purchasing the land. This matter will be deferred until an estates officer has been appointed.

520 LEASE OF THE FORESHORE

The Crown Estate agent met with Full Council on 6th February 2018. Burry Port and Ferryside councils will be asked if they have leases on the foreshore. It was agreed to reaffirm the previous decision not to renew the lease.

521 TREES AT STOCKWELL LANE

It was reported that many of the trees along the bridleway had lost branches. The contractor has cut back the overhanging trees. Note and **Close** this item.

522 PURCHASE OF GL19

A request to purchase GL19 has been received. It was decided to put this matter on hold until the new estates officer has been appointed.

523 CONTRACTS FOR GRASS CUTTING – PARKS & TOILETS

Two parks, [with 2 additional pending] have been transferred to the town council. The toilet transfer will follow on completion of the ramp. Power washing of the toilets has been requested. A copy of the county council Service Level Agreement will be requested so the tasks of the cleaner can be assessed. Litter collection will be necessary in the parks. A specification of tasks will be drawn up.

524 TENDERS

There were no tenders.

525 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/36706	Full Planning	The construction of a double lane cricket practice facility.	Cricket Pavilion, Morfa Maen, Kidwelly	Kidwelly Town Council -
2	S/36725	Full Planning	Proposed rear conservatory extension	5 Hillfield Villas, Kidwelly	C Jones
3	S/36780	Full Planning	Change of use of two dwellings for use as a care home and extension of one of the units to provide three extra bedrooms.	13 Banc Pendre, Kidwelly	Mr Scott & William Morris

There were no observations made.

526 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. C.Cllr Gilasbey will request the probation service to carry out the work needed. This area needs to be added to the routine maintenance contract.

527 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown. Part had been cleared and bee hives installed. This matter was deferred until the estates officer is appointed.

528 LEASE OF H19 – GARAGE AT PEMBREY ROAD

Members were informed that Burns Pet Nutrition, apparently, wishes to sell the sub-lease of H19 to its present tenants. No formal application to the council has been received and no details of the proposed transaction are known. Cllr P.Thompson will look at the original leases and take advice as to the legal position.

529 CORRESPONDENCE – JANUARY/FEBRUARY 2018

A request to reconsider the rent increase at GL12 has been received. It was agreed that the rent should remain as indicated on the invoice. Note and **Close** this item.

530 ANY OTHER URGENT BUSINESS – FEBRUARY 2018

Members were informed that a litter pick is to be arranged for the end of February 2018. The date will be circulated once known. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

13th MARCH 2018

At the meeting of the **ESTATES COMMITTEE** held at the Parish Rooms, Kidwelly on Tuesday 13th March 2018

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

581 MEMBER'S DECLARATIONS OF INTEREST

Minute 591 – Cllr T.Burns. Cllr J.Gilasbey took the chair.

Matters arising from the Estates Committee Meeting of 13th February 2018

582 CEMETERY

The estates contractor has undertaken remedial work and the cemetery is now much tidier. The cemetery development plans will be reconsidered.

583 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.

584 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.

585 CONDITION OF H3

A request to discuss the possible purchase of the land from the present tenant has been received. It was previously **RESOLVED** to obtain a valuation of the land which is awaited. Another individual has expressed an interest in purchasing the land. This matter will be deferred until an estates officer has been appointed.

586 LEASE OF THE FORESHORE

The Crown Estate agent met with Full Council on 6th February 2018. Burry Port and Ferryside councils will be asked if they have leases on the foreshore. It was agreed to reaffirm the previous decision not to renew the lease.

587 PURCHASE OF GL19

A request to purchase GL19 has been received. It was decided to put this matter on hold until the new estates officer has been appointed.

588 CONTRACTS FOR GRASS CUTTING – PARKS & TOILETS

The toilet transfer is imminent. A meeting with county council officers will be held on 14th March 2018. A copy of the county council Service Level Agreement will be requested so the tasks of the cleaner can be assessed. Four parks are being transferred to the town council-grass cutting will be required. Litter collection will be necessary in the parks and on the square – 7 bins. A specification of tasks has been drawn up. The contract will be for one year only. This will be circulated for quotes. It was **RESOLVED** that the town clerk and estates officer deal with this matter due to time constraints. These tasks will be added to the three yearly contract when it is awarded in April 2019.

589 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. C.Cllr Gilasbey has requested the probation service to carry out the work needed. Anti-slip wire will be attached to the base of the footbridge.

590 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown. Part had been cleared and bee hives installed. This matter was deferred until the estates officer is appointed.

591 LEASE OF H19 – GARAGE AT PEMBREY ROAD

The town clerk reported that a response had been drafted.

592 TENDERS

There were no tenders.

593 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/36837	Variation of Planning Condition(s)	Variation of conditions 2, 7 & 9 of planning permission S/32708	Former Gwenllian Court Hotel, Mynyddygarreg, Kidwelly	Mr M Blewett
2	S/36895	Full Planning	Erect a 3m wide x 4m deep hardstanding	27 Horeb Road, Mynyddygarreg, Kidwelly, SA17 4PB	Mr Jason Britton

No observations were made.

594 CORRESPONDENCE – JANUARY/FEBRUARY 2018

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

595 ANY OTHER URGENT BUSINESS – FEBRUARY 2018

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

KIDWELLY TOWN COUNCIL

17th APRIL 2018

At the meeting of the **ESTATES COMMITTEE** held at the Gwenllian Centre, Kidwelly on Tuesday 17th April 2018

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

638 MEMBER'S DECLARATIONS OF INTEREST

Minute 648 – Cllr T.Burns and the Estates officer left the room.

Minute 650 – Cllr J.Gilasbey

Matters arising from the Estates Committee Meeting of 13th March 2018

639 CEMETERY

The estates contractor has undertaken remedial work and the cemetery is now much tidier. The cemetery development plans will be reconsidered. The green burial site will be considered.

640 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.

641 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.

642 CONDITION OF H3

A request to discuss the possible purchase of the land from the present tenant has been received. It was previously **RESOLVED** to obtain a valuation of the land which is awaited. Another individual has expressed an interest in purchasing the land. This matter will be deferred until an estates officer has been appointed.

643 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the lease, (if it is not renewed,) the slipway has to be removed. This matter will be investigated.

644 PURCHASE OF GL19

A request to purchase GL19 has been received. It was decided to put this matter on hold until the new estates officer has been appointed.

645 CONTRACTS FOR GRASS CUTTING – PARKS & TOILETS

A specification of tasks has been drawn up for a one year contract only. This was circulated for tenders. Two tenders have been received - £5,400 and £5,760. It was **RESOLVED** to accept the lowest tender. These tasks will be added to the three yearly contract when it is awarded in April 2019. Note and **Close** this item.

646 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. C.Cllr Gilasbey has requested the probation service to carry out the work needed. Anti-slip wire will be attached to the base of the footbridge.

647 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown. Part had been cleared and bee hives installed. This matter was deferred until the estates officer is appointed.

648 LEASE OF H19 – GARAGE AT PEMBREY ROAD

It was **RESOLVED** to hold this item “in camera” due to its commercially sensitive nature. It was **RESOLVED** to assign the lease. Note and **Close** this item.

649 TENDERS

There were no tenders.

650 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/36929	Full Planning	Demolition of dwelling and construction of a replacement farm dwelling including protected species building for mitigation	Park House, Kidwelly, SA17 5AB	Burns Pet Nutrition Ltd – Burns
2	S/36969	Full Planning	Storage of shoes in garage – domestic and business use	21 Park View Drive, Kidwelly	Mrs Louise Kingdon, 21 Park View Drive, Kidwelly, SA17 4UP
3	S/37014	Full Planning	Refurbishment of the existing dwelling including three new rear gabled dormers and terrace on existing flat roof extension	1 Bailey Street, Kidwelly, SA17 5AZ	Luke Thomas, 46 Beeton Way, West Norwood, London, SE27 9BD
4	S/37081	Full Planning	First floor bedroom above existing kitchen at rear of property	15 Ferry Road, Kidwelly	Mr Alan Richards, Willowdene, The Links, SA16 0HU

No observations were made.

651 CORRESPONDENCE – MARCH/APRIL 2018

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

652 ANY OTHER URGENT BUSINESS – APRIL 2018

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

KIDWELLY TOWN COUNCIL

15th MAY 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 15th May 2018

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

13 MEMBER'S DECLARATIONS OF INTEREST

Councillor Jeanette Gilasbey declared an interest in all matters relating to planning applications.

14 ESTATES OFFICER REPORT

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

Candidate Sites

Visits have been carried out to potential sites. Several have been disqualified, as reports from Natural Resources Wales and Flood Risk Assessors have indicated they are not suitable. Two areas in Mynydd y Garreg have potential. Work on these submissions will continue.

Phase 2

Current spend is £448k, within the revised approved budget of £481k. The move to the new offices is scheduled for 30th May 2018. Figures are being compiled for arriving at a sum for retention monies from Morgan Construction being withheld/clawed back.

Maintenance Works

Additional areas acquired through asset transfer have been mown.

Coffio Grav

Fence damage is to be mended

Tree felling – Waungadog farm

Trees overhanging the caravan park will be cut back

Parc Pendre development

Outline planning for a housing development has been approved. Clearance work has commenced – this has included encroachment onto town council land without permission. This is not acceptable and the developer will be informed of this. A gate has also been removed. The bridleway will need to be rerouted and the county council has been consulted. The developer will be requested to submit details of his intended plans.

Matters arising from the Estates Committee Meeting of 10th April 2018

15 CEMETERY

The cemetery development plans will be considered. This will include the green burial site.

16 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.

17 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.

18 CONDITION OF H3

A request to discuss the possible purchase of the land from the present tenant has been received. It was previously **RESOLVED** to obtain a valuation of the land which is awaited. Another individual has expressed an interest in purchasing the land. This matter will be deferred until an estates officer has investigated the issues.

19 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the lease, (if it is not renewed,) the slipway has to be removed. This matter will be investigated.

20 PURCHASE OF GL19

A request to purchase GL19 has been received. It was decided to put this matter on hold until the new estates officer has investigated the issues.

21 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. C.Cllr Gilasbey has requested the probation service to carry out the work needed. Anti-slip wire will be attached to the base of the footbridge.

22 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown. Part had been cleared and bee hives installed. This matter was deferred until the estates officer has investigated the issues.

23 AGRICULTURAL TENDERS

There were no agricultural tenders.

24 SPRAYING WEEDKILLER ON COUNCIL LAND

Reports of knotweed have been received. Areas requiring spraying will be identified and a programme of eradication will be scheduled. Note and **Close** this item.

25 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/37182	Full Planning	Change of use of dwelling to an A3 Café / Restaurant	Old Moat House, Castle Street, Kidwelly	Mr Hamish Burns
2	S/37183	Full Planning	Proposed change of use of an existing car showroom to a Hair & Beauty salon, to facilitate the transfer of an existing business	Gravells, 6 Banc Pendre, Kidwelly, SA17 4TA	Josies Hair & Beauty – Ms Giuseppina Stephens
3	S/37170	Full Planning	Construction of a portal frame building (for functions/events)	Parc y Box Farm, Kidwelly, Carmarthenshire,	AE Building Plans – Andrew Evason
4	S/3721	Discharge Planning Condition	Discharge of condition 4 on S/36469 (Lighting Plan)	Bolahaul, Horeb Road, Mynyddygarreg, Kidwelly	Mrs C Davies

No observations were made on items 1,2 and 4

Item 3:- It was **RESOLVED** that the county be informed of the grave concerns of the town council over the usage outlined in the planning application. An additional facility for functions would draw income from the existing community halls. The halls will be informed of this.

26 OUTSTANDING DEBTS – “IN CAMERA”

One debtor owing £50 will be pursued. It was **RESOLVED** to write off the debt relating to GL26. Note and **Close** this item.

27 ACCESS TO H5

The estates officer will investigate the issues relating to a possible right of way over council land leading to a proposed dwelling.

28 REQUEST TO RENT QUARRY

A request to rent land adjacent to land known as GL14 has been received. It was **RESOLVED** to put the land to tender – offers in excess of £10 per annum over a 5 year period. A schedule of work to be carried out will be requested to accompany the tender.

29 CORRESPONDENCE – APRIL/MAY 2018

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

30 ANY OTHER URGENT BUSINESS – MAY 2018

1. The Welfare Committee has requested help from councillors on carnival day 14th July 2018.

Members willing to help should contact the committee.

2. Permission was given for the Health & Safety Inspector to assess the safety implications of holding a Duck Race at the Quay and Canal.

Note and **Close** this item.

KIDWELLY TOWN COUNCIL

12th JUNE 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 12th June 2018

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

76 MEMBER'S DECLARATIONS OF INTEREST

Councillor Jeanette Gilasbey declared an interest in all matters relating to planning applications.

77 ESTATES OFFICER REPORT

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

Candidate Sites

The revised date for final submissions is now 29th August 2018. Consultation over Brynhefin fields continues. The tenant of potential site A6 has died. Legal implications will be investigated.

Phase 2

Current expenditure is £459,212. Carpenters return on 14th June 2018. Outstanding M&E issues should be resolved by the end of the month.

Maintenance Works

Additional areas acquired through asset transfer have been mown.

Coffio Grav

Fence damage is to be mended – the contractor will be asked to complete work before the next committee meeting on 10th July 2018

Tree felling – Waungadog farm

Trees overhanging the caravan park have been cut back

St Mary's Clock

The clock is now working. A technical quotation for fixing the broken minute hand is £6818. The insurance company will be contacted.

Japanese Knotweed

Visual inspection of sites will be undertaken.

Bench at Parc Stephens

The contractor will be requested to mend the broken bench.

Matters arising from the Estates Committee Meeting of 15th May 2018

78 CEMETERY

The cemetery development plans will be considered. This will include the green burial site.

79 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.

80 FUTURE DEVELOPMENT GLH14

This tenancy ceases in October 2018. A meeting with the tenant will be arranged to discuss the poor condition of the land which has been rented for 10 years. 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 renting the land.

81 CONDITION OF H3 – “in camera”

A request to discuss the possible purchase of the land from the present tenant has been received. The estates officer has inspected the land. A valuation will be obtained.

82 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the lease, (if it is not renewed,) the slipway has to be removed. This matter will be investigated.

83 PURCHASE OF GL19

A request to purchase GL19 has been received. A valuation of £15k has been received. It was **RESOLVED** not to sell the land. Note and **Close** this item.

84 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. Anti-slip wire will be attached to the base of the footbridge.

85 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown. Part had been cleared and bee hives installed. This matter was deferred until the estates officer has investigated the issues.

86 SPRAYING WEEDKILLER ON COUNCIL LAND

The contractors and tenants will be instructed not to use Neonicotinoids when they spray on council land. Note and **Close** this item.

87 ACCESS TO H5

The estates officer will investigate the issues relating to a possible right of way over council land leading to the rear of an adjacent property. A valuation for a wayleave will be requested. It was **RESOLVED**, in principle, to authorise a wayleave pending an acceptable valuation.

88 REQUEST TO RENT QUARRY

A request to rent land adjacent to land known as GL14 has been received. The land was put to tender, one tender was received. It was **RESOLVED** to accept the tender of £40 per annum over a 5 year period. A schedule of work to be carried out had been provided. Note and **Close** this item.

89 PARC PENDRE DEVELOPMENT

Outline planning for a housing development has been approved. Clearance work has commenced – this has included encroachment onto town council land without permission. This is not acceptable and the developer will be informed of this. A gate has also been removed. The bridleway will need to be rerouted and the county council has been consulted. The developer will be requested to submit details of his intended plans. He has agreed to treat the Japanese knotweed which is encroaching onto the footpath.

90 AGRICULTURAL TENDERS

There were no tenders

91 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/37306	Full Planning	Disabled ramp and extension	Bowls pavilion, Vicarage Lane Kidwelly	Colin Jones

No observations were made.

92 CORRESPONDENCE – MAY/JUNE 2018

Mr Ieuan Hughes	A complaint regarding the state of the cemetery has been received. Issues:- Weeds in the memorial garden and near cemetery gate Benches need attention. The contractor will be instructed to rectify these problems. Note and Close this item.
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93 ANY OTHER URGENT BUSINESS – JUNE 2018

It was noted that the floral box near the by-pass has disintegrated – the other boxes also need attention. Various other wooden structures need sadolin. This matter will be considered further next month at the General Purposes Committee under a minute entitled “Maintenance of floral boxes”. Note and Close this item.

It was agreed that tenancy agreements, and land policies should be reviewed. Recommendations will be presented for consideration.

KIDWELLY TOWN COUNCIL

10th JULY 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 10th July 2018

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

137 MEMBER'S DECLARATIONS OF INTEREST

Councillor Jeanette Gilasbey declared an interest in all matters relating to planning applications.

138 ESTATES OFFICER REPORT

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

Candidate Sites

The revised date for final submissions is now 29th August 2018.

Phase 2

Current expenditure is £459k. An extensive Financial Report on the build was circulated.

Maintenance Works

Additional areas acquired through asset transfer have been mown.

Coffio Grav

Fence damage has been fixed

St Mary's Clock

The clock minute hand has broken off. £6818 for repairs has been quoted. The insurance company will be contacted.

Japanese Knotweed

Visual inspection of sites will be undertaken and the weed will be sprayed by a registered contractor.

Bench at Parc Stephens

The contractor will be requested to mend the broken bench as a matter of urgency as the carnival is imminent.

Wayleave Payments

Western Power has 4 towers and many power distribution poles on council land, for which we receive annual wayleave payments. It was **RESOLVED** that the estates officer make enquiries as to the utility company taking over the access in perpetuity.

Trees

Mrs Landay has offered the council a 5ft horse chestnut tree. A suitable location for planting will be found.

An award of 150 saplings and 25 bushes has been granted. Locations will be found for planting.

Matters arising from the Estates Committee Meeting of 12th June 2018

139 CEMETERY

The joints will be raked and weedkiller applied to the area around the memorial tablets. The fence will be repaired. Remedial work and varnishing the bench will cost £230+VAT. The estates officer will carry out a site visit to investigate whether bark can be laid alongside the fence on Ferry Road. Wild flowers have been planted.

140 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer will liaise with the volunteers and prepare a proposal for the autumn. A ramblers map for the mountain will be created, if a grant can be obtained. Photos will be provided showing areas where the work will be carried out.

141 FUTURE DEVELOPMENT GLH14

This tenancy ceases in October 2018. A meeting with the tenant will be arranged to discuss the poor condition of the land which has been rented for 10 years. 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 renting the land.

142 CONDITION OF H3

Requests to purchase the land have been received from the present tenant and from the owner of a neighbouring property. The estates officer has inspected the land and considerable clearance work has been carried out. A verbal valuation of £10k has been received. It was agreed that the land would not be sold until further investigations into the terms of the tenancy agreement were investigated.

143 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the lease, (if it is not renewed,) the slipway has to be removed. This matter will be investigated.

144 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. Anti-slip wire will be attached to the base of the footbridge.

145 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown and inaccessible. It was **RESOLVED** to sell the land by tender. Details to be prepared for the September meeting of the committee.

146 ACCESS TO H5

A valuation of £5k has been received for a strip of land alongside the dwelling known as Tanyffynnon, Meinciau Road, Mynydd y Garreg. Its purchase would allow the owner rear access to the property. It was **RESOLVED** not to sell the land but that a wayleave be granted for £100 per annum. Note and **Close** this item.

147 PARC PENDRE DEVELOPMENT

The estates officer declared an interest and left the room.

Outline planning for a housing development has been approved. Clearance work has commenced – this has included encroachment onto town council land without permission. An apology has been received. Japanese knotweed is encroaching onto the footpath. It was **RESOLVED** to hold a “without prejudice” site visit with the developer to consider the implications of the knotweed spraying and re-routing of the bridleway.

148 AGRICULTURAL TENDERS

There were no tenders

149 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/37486	Full planning	Replacement kennels	Knockingstone kennels, Mynydd y Garreg	Linda Baxter

The application will be supported.

150 ESTATES MAINTENANCE CONTRACT

The 3 year estates maintenance contract ends in March 2019. The estates officer will compile a dossier of quotes from various contractors to be used as guidance when compiling the budget in November. Note and Close this item.

151 CORRESPONDENCE – JUNE/JULY 2018

1	Mrs Hendy	A complaint of lack of maintenance of land known as GL1 has been received. The tenants will be requested to make good the land. A rental payment plan has been proposed to clear the rent arrears.
2	C.Dorn	A report of the path in Glan yr Afon being boggy and impassable has been received. The suggestion of stepping stones was rejected because of safety issues. The estates officer will visit and assess the options.

152 ANY OTHER URGENT BUSINESS - JULY 2018

1. Protruding spikes at the Mynydd y Garreg tennis court will be removed.
2. Floral boxes need repairing and interpretation panels need preservative. The cost of providing “sponsored by” signs for the boxes will be investigated. Volunteers for varnishing were requested.
3. Braille directional signs have been removed from Parc Stephens. The county councillor will investigate their disappearance.
4. The hedges around Mynydd y Garreg park are not being cut back properly. Hedges are intruding into the park space. The contractor will be informed.
5. A volunteer has offered to maintain the War Memorial Garden if the council cover the cost of his oil and petrol. It will be explained to him that the council would be unable to do this. Discussions will be undertaken to find a solution to this problem.
6. The well by the castle looks in a dangerous condition. Ownership will be investigated.

KIDWELLY TOWN COUNCIL

11th SEPTEMBER 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 11th September 2018

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

Councillors C.Peters and S.Ratty were welcomed as new councillors.

198 MEMBER'S DECLARATIONS OF INTEREST

Councillor Jeanette Gilasbey declared an interest in all matters relating to planning applications.

199 ESTATES OFFICER REPORT

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

LDP Candidate Sites

Three sites have been submitted.

Land Registry

All Land Registry details are now in electronic format. This will facilitate ease of access during meetings.

Mynydd y Garreg lights

A permanent power supply for a Christmas tree was requested. The county council has been contacted.

Glan yr Afon Art work

It was **RESOLVED** that permission be granted for an art sculpture to remain in Glan yr Afon. The grass beneath it will die back leaving an outline in which to plant wild flowers.

Land known as A6

The tenant has died, the rent has been paid for a year. The family wish to continue the tenancy. The land is within the LDP candidate site.

Maintenance contract

A draft contract will be circulated to members for observations. The final contract will be drawn up by the estates officer, chair of Estates and town clerk.

Phase 2

Current expenditure is £462k. An extensive Financial Report will be considered at Full Council on 2nd October 2018.

St Mary's Clock

The clock minute hand has broken off. £6818 for repairs has been quoted. The insurance company has agreed to cover the cost and work has been commissioned.

St Mary's Well

The wall at the well was unsafe. Remedial work has been carried out at a cost of £180.

Bridlepath Gate

A new gate has been fitted, preventing horses escaping onto the by-pass

Probation Service

Members had been requested to provide details of works needed which could be done by the Probation Service.

Brynhefin

Work at 1 Brynhefin will be carried out during the winter season.

Glannant

Flooding issue. The householder has installed a drainage pipe across the footpath. Materials cost £180 with machinery hire being £300.

Matters arising from the Estates Committee Meeting of 10th July 2018

200 CEMETERY

The cemetery layout is now computerised so future development of the site will be easier to manage. The estates officer will investigate costs for cemetery development.

201 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer will liaise with the volunteers and prepare a proposal for the autumn. A ramble's map for the mountain will be created, if a grant can be obtained. Photos will be provided showing areas where the work will be carried out.

202 FUTURE DEVELOPMENT GLH14

There is a considerable amount of work needed to upgrade the 28 acre site. Quotations for land clearance have been received

203 CONDITION OF H3

Requests to purchase the land have been received from the present tenant and from the owner of a neighbouring property. The estates officer has inspected the land and considerable clearance work has been carried out. A valuation of £10k has been received. An amount close to this would be expected. It was agreed that the land would not be sold until further investigations into the terms of the tenancy agreement were investigated. The matter is ongoing.

204 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the lease, (if it is not renewed,) the slipway has to be removed. This matter will be investigated.

205 MAINTENANCE OF FOOTBRIDGE AND CASTLE RIVER WALK

It was reported that further damage had been done to the bridge and the walkway is in need of maintenance. Remedial work has been carried out. Note and **Close** this item.

206 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown and inaccessible. It was previously **RESOLVED** to sell the land by tender. The sale will be deferred until clearance work has been undertaken which will increase the value of the land.

207 ACCESS TO H5

A valuation of £5k has been received for a strip of land alongside the dwelling known as Tanyffynnon, Meinciau Road, Mynydd y Garreg. Its purchase would allow the owner rear access to the property. It was previously **RESOLVED** not to sell the land but that a wayleave be granted for £100 per annum. Note and **Close** this item.

208 PARC PENDRE DEVELOPMENT

Councillor Gilasbey and the estates officer declared an interest and left the room. Outline planning for a housing development has been approved. Clearance work has commenced. A “without prejudice” site visit with the developer to consider the implications of the knotweed spraying and re-routing of the bridleway has been held. It was **RESOLVED** to withhold the decision on re-routing the bridleway pending the outcome of the public consultation. For clarity this item will be re-named “Dinas Yard”.

209 MAINTENANCE OF FLORAL BOXES

Members were informed that the floral boxes at the gateways are in need of new wooden panels. Various options for repairs were considered. It was agreed that any replacement wood would be paid for from the maintenance budget. Cost of repairs will be investigated. Locations for further boxes will be sought and installation costed.

210 MAINTENANCE OF INTERPRETATION PANELS

Interpretation panels need painting with preservative. Volunteers are willing to carry out this work and will be contacted.

211 CORRESPONDENCE – JUNE/JULY 2018

1	Mrs Hendy	A complaint of lack of maintenance of land known as GL1 has been received. The tenants have relinquished the land. This matter was considered under Minute 212. Note and Close this item.
2	C.Dorn	A report of the path in Glan yr Afon being boggy and impassable has been received. The suggestion of stepping stones was rejected because of safety issues. Additional gravel has since been laid. The estates officer will monitor the situation during the winter. Note and Close this item..

212 AGRICULTURAL TENDERS

GL1 – Quotations for clearing the land have been sought and will be available for the next meeting of the committee. An appropriate rental will be fixed to reflect the value of the reinstated land.

213 PLANNING APPLICATIONS

No planning applications were considered.

214 WESTERN POWER DEED OF GRANT

It was **RESOLVED** to accept the £13k offered by Western Power for the deed of grant. This is a one off payment, in perpetuity, in lieu of an annual payment of a wayleave over council land so that maintenance can be carried out on 7 electricity pylons. The money received will be ring-fenced for estates development. The council will still receive wayleave payments for single poles and stays. Note and **Close** this item.

215 CORRESPONDENCE AUGUST/SEPTEMBER 2018

David Smith	Mr Smith has expressed concern over the growth of Japanese Knotweed. He has volunteered to accompany the Estates Officer on a site visit on 19 th September 2018 to locate the infestations. A specialist contractor will be used who has insurance and will be covered for all liability issues. Note and Close this item.
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216 ANY OTHER URGENT BUSINESS – SEPTEMBER 2018

It was noted that a tree on council land has fallen and injured a man who was removing a branch which had previously fallen. The contractor has been instructed to clear the tree and make safe the area. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

9th OCTOBER 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 9th October 2018

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

265 MEMBER'S DECLARATIONS OF INTEREST

Councillor Jeanette Gilasbey declared an interest in all matters relating to planning applications.

Minute 273 – Cllr J.Gilasbey and the estates officer left the room.

266 ESTATES OFFICER REPORT

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

Phase 2 Development Report

The report was referred from Full Council. An extensive Financial Report was considered. The build cost for the completed building will be £482k. It was noted that £100k was donated towards the project. The facility includes Council Offices and archive storage, a large function room, a seminar room and storage for sports equipment. The original intention was to fit out the ground floor only and complete the upper floor at a later date. However, it was deemed cost effective to do all the work at one time. This incurred additional costs, such as a lift and extra work to comply with building regulations. The average cost of a build per sq. mtr. is between £1,500 and £2000. This build was £880 per sq. mtr. It was **RESOLVED** to accept the report.

Plumbing is outstanding. It was **RESOLVED** to put the work to tender. Note and **Close** this item.

Mynydd y Garreg lights

A permanent power supply for a Christmas tree was requested but it is unlikely that the work can be completed by Christmas. A temporary supply outlet will be found.

Maintenance contract

A draft contract had been circulated to members for observations. To be added: wooden benches and interpretation panels to be treated annually, a termination clause, if work is unsatisfactory. The contract will be for a 3 year period commencing in April 2019. It was **RESOLVED** to put the document to tender, responses to be received by 9th November 2018.

A request for additional cutting around the Gateways, Llangadog Square and Heol Gwelfor was also considered. It was recognized that these areas were the responsibility of the county. The county council will be requested to cut around the floral boxes twice a year.

St Mary's Clock

The clock minute hand has broken off. £6818 for repairs has been quoted. The insurance company has agreed to cover the cost and work will be carried out on 17th & 18th October 2018.

St Mary's Well

The wall at the well was unsafe. Further remedial work is scheduled.

Probation Service

The Probation Service has almost completed work on the castle footbridge. County Councillor J.Gilasbey will liaise with the officer to determine locations for daffodil and tulip planting.

Japanese Knotweed

More knotweed sites have been identified. Quotes have been received.

Biodiversity

Isabel Macho, County Biodiversity Officer and Glan yr Afon volunteers will submit a layout plan of their proposals before address members with their concerns.

Matters arising from the Estates Committee Meeting of 11th September 2018

267 CEMETERY

The cemetery layout is now computerised so future development of the site will be easier to manage. The estates officer will investigate costs for cemetery development. An estimate of works for the Green Burial site has been requested.

268 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

Volunteers have proposed a plan to clear the footpaths and define the pathways on the mountain using heavy equipment. The estates officer has met with the Ramblers and County Footpaths Officer and identified areas to be cleared. Some BOATS will be downgraded to prevent vehicular misuse but it was recognised that this would be a long process. The estates officer will attend a seminar on footpaths on 8th November 2018. A map of footpaths in Kidwelly is available. 150 saplings have been acquired and will be planted.

269 FUTURE DEVELOPMENT GLH14

There is a considerable amount of work needed to upgrade the 30 acre site. Quotations for land clearance have been received ranging between £52k and £21k. Three options are available: sell the land in its present condition: create a wetland area of 10 acres with 20 acres of rentable land:

Restore the whole 30 acres site in stages. It was **RESOLVED** to investigate costs of options 2 and 3.

270 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. A site visit revealed that the land was mostly overgrown and inaccessible. It was previously **RESOLVED** to sell the land by tender. The sale will be deferred until clearance work has been undertaken which will increase the value of the land.

271 CONDITION OF H3

Requests to purchase the land have been received from the present sitting tenant and from the owner of a neighbouring property. A valuation of £10k has been received which was acceptable to the tenant. It was **RESOLVED** to sell the land for £10k with a 50% clawback clause for 20 years, purchaser paying all costs. Note and **Close** this item.

272 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the lease, (if it is not renewed,) the slipway has to be removed. This matter will be investigated.

273 DINAS YARD

Councillor Gilasbey and the estates officer declared an interest and left the room. Outline planning for a housing development has been approved. Clearance work has commenced. A “without prejudice” site visit with the developer to consider the implications of the knotweed spraying and re-routing of the bridleway has been held. It was previously **RESOLVED** to withhold the decision on re-routing the bridleway pending the outcome of the public consultation.

274 MAINTENANCE OF FLORAL BOXES

Members were informed that the floral boxes at the gateways are in need of new wooden panels. Cost of repairs/replacements will be investigated and tenders sought.

275 MAINTENANCE OF INTERPRETATION PANELS

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

276 AGRICULTURAL TENDERS

GL1 – Quotations for clearing the land have been sought. It was **RESOLVED** to accept the quote of £1650. An appropriate rental will be fixed to reflect the value of the reinstated land. GL13 – the tenant has indicated his wish to relinquish the tenancy. This land lies adjacent to GLH14 and will be considered as part of the reinstatement plan of that area.

277 PLANNING APPLICATIONS

No planning applications were considered.

278 ALSTRED STREET – CORNER GARDEN

It was **RESOLVED** to place a memorial plaque at this site in memory of former mayor Derek Dalton who maintained the garden. Note and **Close** this item.

279 DISPLAY OF KNITTED POPPIES

Members of the community are knitting poppies to commemorate the 100 year anniversary of the end of World War 1. Locations will be sought for the display of the poppies.

280 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

281 CORRESPONDENCE SEPTEMBER/OCTOBER 2018

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

282 ANY OTHER URGENT BUSINESS – OCTOBER 2018

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

KIDWELLY TOWN COUNCIL

13th NOVEMBER 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 13th November 2018

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

326 MEMBER'S DECLARATIONS OF INTEREST

Councillor Jeanette Gilasbey declared an interest in all matters relating to planning applications.

Minute 338 [3] – Councillor A.Jenkins

327 ESTATES OFFICER REPORT

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

Phase 2

The plumbing work should be completed by the end of the week.

Mynydd y Garreg lights

A permanent power supply for a Christmas tree cannot be installed by Christmas. A temporary supply outlet will cost £150 for labour and materials with no charge made for the electricity used. A permanent base will be constructed for the tree. A quote for heavy duty external lights was £1530 plus fitting and storage. It was agreed that domestic outside lights be fitted for this year – this matter was referred to Finance Committee.

It was **RESOLVED** to repair the Kidwelly lights at a cost of £500.

Maintenance contract

No tenders have been received:- It was **RESOLVED** to split the tender document into two sections:- Mowing plus general maintenance, and refuse collection and toilet management. The revised documents will be put to tender, to be returned by 10th December 2018.

St Mary's Clock

The clock minute hand has been taken for repair and the chiming mechanism will be overhauled. Costs will be covered by insurance.

Japanese Knotweed

Areas of infestation had been identified and shown on screen. Quotes have been received. It was **RESOLVED** to accept the quote of £826 for 1 year's treatment. Annual treatment will be required until eradication. This will be done in the growing season.

Network Rail – use of facilities

Requested to use part of the Quay car park for welfare facilities while work is carried out on the railway bridge. It was **RESOLVED** to retain Land Agent, Ian Harding to negotiate compensation.

Tree assessments

Zurich, town insurers, have indicated that tree liabilities need assessment. It was **RESOLVED** to ask an arboriculturist for a quote for this service.

Hillfield Villas

A request to rent land at the side of a house in Hillfield Villas has been received – to be used for off road parking. This land is leased to the Gwennlian Centre. The trustees will be contacted and informed of the request and that overhanging shrubs are damaging the garage of the house.

A hard standing would need to be built and concern was expressed as to the loss of a green area.

Cows at the Quay

Cows who had strayed across the river caused damage at the quay. The owner has met with the estates officer and expressed an interest in renting council land at the quay. This land would need to be fenced, approximately 250m. A price for rent and cost of fencing will be sought.

Toilets

Cleanliness of the toilets is an issue. The county council have been informed and have power washed the building. The council will be requested to provide protocols and hygiene standards they apply to their maintenance of the toilets.

Matters arising from the Estates Committee Meeting of 9th October 2018

328 CEMETERY

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

329 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

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

330 FUTURE DEVELOPMENT GLH14

There is a considerable amount of work needed to upgrade the 30 acre site. Quotations for land clearance have been received ranging between £52k and £21k. The estates officer produced a detailed 3 phased plan which would allow reclamation of the land while being self-financing. Income from the adjacent GL13 would assist. He will proceed with tenders for the first phase of the project. Retaining the ecology of the area will be paramount.

331 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. The land is mostly overgrown and inaccessible. A proposal for building bee hives was submitted. It was **RESOLVED** to put the land to tender for sale – offers over £10k, purchaser paying all costs with a clawback clause to be included.

332 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. A new lease includes terms that are unacceptable to the town council. These terms will be disputed and the cost of the lease negotiated. A map showing the area of the foreshore will be provided for the next meeting.

333 DINAS YARD

Outline planning for a housing development has been approved. Clearance work has commenced. A “without prejudice” site visit with the developer to consider the implications of the knotweed spraying and re-routing of the bridleway has been held. It was previously **RESOLVED** to withhold the decision on re-routing the bridleway pending the outcome of the public consultation.

334 MAINTENANCE OF FLORAL BOXES

Members had been informed that the floral boxes at the gateways are in need of new wooden panels. Cost of repairs/replacements will be investigated and tenders sought when the original contractor returns from holiday.

335 MAINTENANCE OF INTERPRETATION PANELS

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

336 DISPLAY OF KNITTED POPPIES

Members of the community have knitted poppies to commemorate the 100 year anniversary of the end of World War 1. They have been displayed around the town. Councillor G. Jones was thanked for his excellent work. Note and **Close** this item.

337 AGRICULTURAL TENDERS

GL13 – the tenancy has been relinquished. It was **RESOLVED** to put the land to tender for a 1 year tenancy – offers in excess of £450.

338 PLANNING APPLICATIONS

	REF	TYPE	PROPOSED DEVELOPMENT	LOCATION	APPLICANT
1	S/37968	Full Planning	Demolition of the existing brick boundary wall and shed to replace with new garage including storage, studio and workshop to form additional ancillary space to 1 Bailey St	1 Bailey Street, Kidwelly, SA17 5AZ	Luke Thomas
2	S/37981	Conservation Area Consent	Demolition of the existing brick boundary wall and shed to replace with new garage including storage, studio and workshop to form additional ancillary space to 1 Bailey St	1 Bailey Street, Kidwelly, SA17 5AZ	Luke Thomas
3	S/38008	Full Planning	Detached single garage	5 Clos Yr Afon, Kidwelly, SA17 4TJ	Wendy Tiffin

339 REFERRALS FROM OTHER COMMITTEES

Noticeboards – they are being modified so they do not open in the wind. Note and **Close** this item.

340 CORRESPONDENCE OCTOBER/NOVEMBER 2018

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

341 ANY OTHER URGENT BUSINESS – NOVEMBER 2018

Cleaning War Memorial – a project officer is available to assist in seeking grants for cleaning the memorial. The offer will be taken up. The Royal British Legion will be included in the process. Note and **Close** this item.

KIDWELLY TOWN COUNCIL

11th DECEMBER 2018

At the meeting of the **ESTATES COMMITTEE** held at the Council Offices, Kidwelly on Tuesday 11th December 2018

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

396 MEMBER'S DECLARATIONS OF INTEREST

Minute 403 - Councillor Jeanette Gilasbey declared an interest and in all matters relating to planning applications.

397 ESTATES OFFICER REPORT

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

Phase 2

Plumbing has been completed.

Mynydd y Garreg lights

Two quotes for electrical connections to the tree in the play area have been received. An underground connection - £6500, an ariel connection - £3200. Land known as the "Pishyn" could be an alternative location for the tree as there is a lamppost there already.

Maintenance contract

To be re-initiated in January 2019. A revised mowing schedule will be introduced which will comply with "conservation mowing" schemes. Information panels will be erected to inform the public of the reasons for the apparent lack of mowing of the usual areas. All horticultural organisations and individuals interested in eco planting will be involved in discussions to be held with the county Biodiversity Officer.

St Mary's Clock

The clock minute hand has been taken for repair and the chiming mechanism will be overhauled. Costs will be covered by insurance. Re-mounting the hand will be done on 12th & 13th December 2018.

Tree assessments

Zurich, town insurers, have indicated that tree liabilities need assessment. One quote for this service has been received - £6500. Further quotes will be sought and a possible 3 year review schedule devised.

Toilets

Cleanliness of the toilets is an issue. Cleaning equipment and chemicals are needed for weekend cleaning.

Sale of H3

The sale is progressing

Daffodil Planting

The bulbs have been planted by the Probation Service.

H5 wayleave

Costs for works to facilitate a wayleave agreement are being considered by the tenant.

GL40, Horses

Horses have escaped from the field. The matter will be investigated.

Floodlights at PGC

Lights from the community hall have been a nuisance to a resident of Ferry Road. The tilt has been adjusted.

Land at the Quay and Ger y Castell

The solicitor has been instructed to proceed with an adverse possession claim on two areas of land.

Fencing at the Quay

There may be funding for fencing land adjacent to the SSSI site.

Llangadog Island

The feasibility of adopting this area will be investigated.

Matters arising from the Estates Committee Meeting of 9th October 2018

398 CEMETERY

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

399 MAINTENANCE OF MYNYDD MOUNTAIN - VOLUNTEERS

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

400 FUTURE DEVELOPMENT GLH14

There is a considerable amount of work needed to upgrade the 30 acre site. Quotations for land clearance have been received ranging between £52k and £21k. The estates officer produced a detailed 3 phased plan which would allow reclamation of the land while being self-financing. Income from the adjacent GL13 would assist. He will proceed with tenders for the first phase of the project. Retaining the ecology of the area will be paramount.

401 PURCHASE OF PART OF GLH14

A request to purchase 2 sections of land at Waungadog has been received. The land is mostly overgrown and inaccessible. A proposal for building bee hives has been submitted. The land was put to tender for sale – offers over £10k, purchaser paying all costs with a clawback clause to be included. One bid was received. It was **RESOLVED** to accept the bid of £12k and sell the land. Note and **Close** this item.

402 LEASE OF THE FORESHORE

The Crown Estate agent has informed council that, under the terms of the expired lease, the slipway has to be removed. The origins of the slipway will be investigated. Having possessed a former lease will solidify the council's adverse possession claim for land at the quay.

403 DINAS YARD

Outline planning for a housing development has been approved. Clearance work has commenced. A "without prejudice" site visit with the developer to consider the implications of the knotweed spraying and re-routing of the bridleway has been held. It was previously **RESOLVED** to withhold the decision on re-routing the bridleway pending the outcome of the public consultation. This matter will be **closed** until further progress is made.

404 MAINTENANCE OF FLORAL BOXES

Members had been informed that the floral boxes at the gateways are in need of new wooden panels. Cost of repairs/replacements will be investigated and tenders sought.

405 MAINTENANCE OF INTERPRETATION PANELS

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

406 AGRICULTURAL TENDERS

GL13 – the tenancy has been relinquished. It was previously **RESOLVED** to put the land to tender for a 1 year tenancy – offers in excess of £450.

GL1 – clearance work has commenced. Once completed, the land will be put to tender

407 PLANNING APPLICATIONS

There were no planning applications.

408 PLAY AREA AT PARC PENDRE

The county council have offered the former play area at Parc Pendre to the town council. If the offer is not taken up, the county council will include the area within the boundary of the proposed new school development or sell the land. The school will have a play area and sports facilities which will be open to the public. The developer may supply equipment for the park.

The land may be held by the housing department or parks department. The housing section has a ring-fenced housing revenue pot which could possibly be accessed for park development. The town council has no funding to bring the area back into public use.

It is not clear under what terms the county council wishes to off load the play area. A request to have the situation clarified, in writing, will be made. A meeting with county officers may be beneficial.

It was noted that the county council had neglected the play area for many years and had taken the play equipment off site leaving a bench and a bin, so the area is bare and unmanaged. The community may not be aware that the town council is not responsible for this neglect. A note to this effect will be posted on the website and facebook.

409 LAND AT OLD POST OFFICE

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

410 DEVELOPMENT OF TOWN SQUARE

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

411 REFERRALS FROM OTHER COMMITTEES

There were no referrals.

412 CORRESPONDENCE NOVEMBER/DECEMBER 2018

Year 1 pupils	Two children from Year 1 at Ysgol y Castell have sent letters expressing their disappointment with the play equipment in the town parks. The town clerk will respond. Note and Close this item.
Cara Young	An error was found on the Land registry document relating to the sale of GL28. Consent was granted for this to be amended. Note and Close this item.

413 ANY OTHER URGENT BUSINESS – DECEMBER 2018

Note and **Close** this item.