

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and also online via the Zoom videoconferencing platform, on Wednesday 7th June 2023, 7pm.

Present: Cllrs Robin Howells, John Evans, Fiona Hart, Derek Jones, Laurence Price, Vicky White, Peter Griffiths, Scott Sinclair; Peter Horton (Clerk).

Apologies: C'llrs Nia Phillips, Paddy McNamara, John Mathias, Danny Young

Declarations of known interests

C'lr Vicky White declared a personal and prejudicial interest in planning application ref. 23/0116/PA, as the applicant was her daughter.

Opportunity for public representation on tabled agenda items

There were no members of the public present.

Approval of A.G.M. minutes

The minutes were approved as written (proposer C'lr John Evans, seconder C'lr Robin Howells), and held by the Clerk for subsequent signature by the Chairman.

Approval of minutes of the May 2023 monthly meeting

The minutes were approved as written (proposer C'lr Robin Howells, seconder C'lr John Evans), and held by the Clerk for subsequent signature by the Chairman.

Matters arising

Litter bins installation / relocations. No further information to date.

Toilets, Burton Ferry. C'lr Danny Young had received a similar response from P.C.C. to that received previously by the Clerk. Agenda item to be tabled for discussion in September. Clerk to submit a F.o.I request to PCC to seek the document.

Telegraph pole, Houghton Playpark. Members reported that this had not been rectified. Clerk to chase up with BT.

Community well at Burton. C'lr Laurence Price commented that the well was public property, and took issue with some of the comments made by C'lr John Mathias, which he felt seemed to imply otherwise.

Plans

Application consultations

23/0116/PA – Take down existing single storey kitchen and replace with a two storey extension
Site Address: 1, Hill Crescent, HILL MOUNTAIN, Milford Haven, Pembrokeshire, SA73 1ND
– No comments.

[NOTE – C'lr Vicky White left the meeting during discussion of this application].

23/0069/PA - Alterations & Extensions to existing home; Site Address: Mountain View, Ashdale Lane, LLANGWM, Haverfordwest, Pembrokeshire, SA62 4NU – No comments.

Consents granted (for information)

22/1069/PA – Variation of condition 2 (approved plans) and 4 (surface water) of ref. 22/0644/PA (Proposed new dwelling, double garage, workshop/store on vacant plot incl. vehicular access / parking & turning area plus new garden / hobby room / store to rear garden of Burngate Cottage - Vacant plot adjacent to Burngate Cottage & rear garden of Burngate Cottage, Kiln Park, Burton Ferry, Milford Haven, Pembrokeshire, SA73 1NY), to allow amendments to the design, and approval of surface water drainage details; Site Address:

Burngate Cottage, Kiln Park, BURTON FERRY, Milford Haven, Pembrokeshire, SA73 1NY
22/1112/PA - Variation of condition 2 of planning permission 08/0687/PA, supplemental reserved matters consent 11/0430/PA and condition 1 of planning permission 20/0719/PA to allow for amendments to approved plans for no. 6 Ashmoor Gardens; Site Address:
6, Ashmoor Gardens, HOUGHTON, Milford Haven, Pembrokeshire, SA73 1PQ

Correspondence

- 1) Local resident – Request for financial assistance with medical costs – defer to July, and Clerk to agenda charitable donations generally for discussion in July.
- 2) P.C.C. – Response regarding highway issues – The Clerk confirmed that he had submitted the consultation response as requested, making representations for keeping the existing 30mph limit between Hill Mountain and Sardis.
- 3) Adam Thomas, Dyfed Powys Police – Request for donation towards Neighbourhood Watch signage – deferred until July.
- 4) Common Land Officer – Response regarding trees on common land – dealt with in agenda item below.
- 5) P.C.C. – Invitation for nominations to Standards Committee – noted.
- 6) Hywel Dda – Invitation to online meeting on 12th June to consider future plans for emergency paediatric care – noted.
- 7) Paul Sartori – Request for financial assistance – deferred for consideration in July.
- 8) Local resident – Concern over allegedly dead tree at Port Lion – the Clerk confirmed that he had passed this message to P.C.C. on receipt, with a request for them to inspect the tree. He had notified the resident of the actions taken.
- 9) P.C.C. – Consultation on proposal to replace bus service no. 308 with an on-request service. This flexi-bus service had been trialled in other parts of the County, with reported success. Members had no specific consultation response to make.
- 10) P.C.C. – Email promoting co-operation between community councils and county council, and invitation to in person / online meeting on 19th June, 7pm – Clerk to register C’llrs Scott Sinclair and Laurence Price to attend.

Accounts

Payments

Bateman’s Gardening Services (May)	:	£100-00
Bevan Lawncare (grass-cutting)	:	£160-00
Clerk (salary and fixed expenses, April – June 2023)	:	As per contract
H.M.R.C. (P.A.Y.E. tax on above)	:	As per contract
Clerk (incidental expenses for six months Dec ’22 – May ’23)	:	£212-99
Scott Sinclair (reimbursements for plants and materials)	:	£143-35

The above payments were approved (proposer C’llr Robin Howells, seconder C’llr John Evans).

Income

£100 previously minuted cheque from B.D. Summons had been received from C’llr Paddy McNamara and banked.

£1155-90 received from C’llr Fiona Hart as proceeds from Coronation event

£10 donation received from local resident towards playpark project

£20 donation received from local resident towards playpark project

£500 received from Valero Pipelines and Terminal as further donation towards playpark project

£500 donation received by BACS from Rapid Fire.

Annual Governance Statement for 2022/23

This was approved by Members (proposer C’llr Peter Griffiths, seconder C’llr John Evans).

C’llr Scott Sinclair mentioned the need for increasing the budget for ongoing maintenance at Burton Ferry, and asked for this to be discussed in July.

Any necessary discussion of progress on proposed project at Houghton Play area

C’lr Paddy McNamara had made arrangements for fencing to commence in July. The playpark contract had been signed and sent in to Adventure Playground Wales.

C’lr Scott Sinclair asked if there were any specific plans within the scheme for any necessary re-seeding of the playpark. This was not known by members present.

Discussion of progress on development of land at Hill Crescent for community use

C’lr Paddy McNamara had sent a message to say that P.C.C. had given permission to start work on the land, although the formal lease had not yet been signed. However, C’lr Peter Griffiths expressed concern at the prospect of starting work during the bird nesting season. Agenda item to be tabled for July.

Discussion of issues connected with common land at Houghton (boundaries, responsibility for tree-felling, etc.)

The Clerk confirmed that he had obtained a map of the common land from the P.C.C. Common Land Officer, and had also carried out Land Registry searches of adjacent properties, to see if there were apparent overlaps. C’lr Laurence Price outlined concerns that existed over the exact location of the boundary between the common land and adjacent properties. It was considered that unresolved issues over this could escalate if not dealt with. It was also mentioned that some hedgebanks required to be retained as a condition of planning consents granted had reportedly disappeared. There was also concern over potential liability on B.C.C. from trees planted by others, but without consent. Clerk to ask the P.C.C. Common Land Officer to visit and meet members to look at boundary issues and offer any advice. C’lr Laurence Price offered to attend a meeting, but could only be available on Friday afternoons. If Friday afternoon should be unsuitable for the Common Land Officer, C’lr Robin Howells offered to attend a meeting at an alternative time. Regarding the tree that had been reported as unsafe, C’lr Laurence Price stated that it was uncertain whether or not the tree was actually on the common, but may possibly lie within the housing development land. This to be clarified during the site meeting with the Common Land Officer.

Discussion of problem with tree-planting in verge on main road near junction with Church Road, Burton

Members agreed that the tree in question should not be there. Clerk to write to P.C.C. and ask for the tree to be removed.

Discussion of effect of impending speed limit changes in community, especially along main road

Members were informed that a consultation response had been sent in as requested, asking for an exception for the stretch of road between Hill Mountain and Sardis. This consultation period had now passed, and no further representations would be accepted by P.C.C. Members were unhappy that previous opportunities to make representations had been missed through no fault of the community council, but also accepted that nothing further could be done at present. They did, however, leave open the possibility of appealing against decisions made, if a mechanism for doing so should become available in the future.

Discussion of possible ways to tap into any Sec. 106 contributions made via Planning system for use in funding playpark project

The Clerk reported to Members that enquiries had been made regarding Sec. 106 funds, and he had been told that none were available in the Burton Community area. Clerk to seek information on how the funds work, where any contributions have been allocated, who is able to tap into them, and how B.C.C. could use the opportunity in the future.

Discussion of future events on Houghton Playing Field

Item to be deferred for discussion in July, when it was hoped that C'lr Nia Phillips would be available to outline her ideas for this.

Any other business

Illegal / Unauthorised signage. C'lr Laurence Price expressed concern at the presence of unauthorised / illegal signage on the playpark fence and the verge area on the junction with Vale Road and the main road.

Cleddau Bridge junction line markings. Members reported that these were in urgent need of refreshing. Clerk to report to P.C.C. on health and safety grounds.

Playpark third party donations. Agenda item to be tabled for July to formulate list of donors, with the aim of ensuring that letters of thanks would be sent, as well as discussions on other actions required such as publicity / press releases.

Hedge obstructing visibility at junction of Ashdale Lane. The Clerk reported that this had been reported to P.C.C.

The meeting ended at 8-30pm. Next meeting to be held at 7pm on Wednesday 5th July 2023.