

## BURTON COMMUNITY COUNCIL

### **Minutes of the monthly meeting held at the Jubilee Hall, Houghton on Wednesday 6<sup>th</sup> June 2018**

**Present:** Cllrs Paddy McNamara (Chair), Nia Phillips, Derek Jones, Alun Williams, John Evans, Michael Pettit, Scott Sinclair (vice-Chair), Robin Howells, John Mathias; Peter Horton (Clerk).  
**Apologies:** C'lrs Laurence Price, Iain Wood

#### **Declarations of known interests**

C'lr Robin Howells declared a personal but non-prejudicial interest in the item 'Discussion of parking problems, New Wells Road', as a resident of New Wells Road.

C'lr Michael Pettit declared a personal but non-prejudicial interest in the item 'Accounts – Charitable donations' as his wife was a member of the Parents and Toddlers Group.

C'lr Nia Phillips declared a personal but non-prejudicial interest, due to involvement with the Parents and Toddlers Group.

#### **Minutes of 2018 A.G.M.**

The minutes were agreed as an accurate record, and signed by the Chairman (proposer C'lr Derek Jones, seconder C'lr John Evans).

#### **Minutes of May 2018 monthly meeting**

The minutes were agreed as an accurate record, and signed by the Chairman (proposer C'lr Michael Pettit, seconder C'lr John Mathias).

#### **Matters Arising**

##### **Ashdale Lane speed monitoring**

Following the comments made at the last meeting, the Clerk had requested speed monitoring at the bottom end of Ashdale Lane. P.C.C. had confirmed that this would be arranged, but could not give a precise timescale.

**Footpath Hill Mountain.** Members noted that the agreed work did not appear to have been carried out by P.C.C., as the path had not been weed-killed or edged. Clerk to contact P.C.C. again regarding this matter.

**Signage for playpark / playing field.** C'lr John Mathias had obtained and sited a new sign for the playing field, asking people to clear up after their dogs. 'No dogs' signage still to be provided for the playpark. C'lr John Mathias undertook to arrange that.

**Grass-cutting.** The Clerk confirmed that the Playpark and Houghton Green had been cut by P.C.C. contractors. The Playing Field was being cut by One Stop.

#### **Plans**

##### **Applications**

**18/0219/PA (Variation of condition 7 (scale parameters) of planning permission 09/0556/PA (Residential Development) : Land to west of Phase 1, Phase 2, Barnlake Point, Burton, Milford Haven**

Clerk to submit a response to say that there is no objection to the proposal, provided that the access footpath is not compromised in any way, and public access to the beach is maintained. Response also to raise concerns that the number of properties to be constructed is not specified, the width of dwellings is not mentioned, and that there is concern that proposed properties may be overly large. Response to also mention that Members would like to see some affordable housing provision in any detailed scheme.

## **Consents issued**

**18/0029/AD (1 x Isuzu Pedestal Sign - Gareth J Hughes Motors, 25, Sardis, Milford Haven, SA73 1LY)**

**NP/18/0157/FUL (balcony, 56 Port Lion, SA62 4JT)**

## **Certificates of lawful development issued**

**18/0032/CL (Certificate of Lawful Development for the erection of three detached dwellings in accordance with Planning Consent 09/1151/PA – land at The Hayes, Burton.)**

## **Correspondence**

- 1) Pembs. Coastal Forum – survey on behalf of M.H.P.A. – email to be sent to report that the online survey does not appear to work properly.
- 2) C.H.C. – Report on out of hours GP services – noted.
- 3) Paul Davies, A.M. – May newsletter – noted.
- 4) C.A.B. – Invitation to forthcoming A.G.M., Weds 27<sup>th</sup> June, 1-30pm, Picton Centre – noted.
- 5) One Voice Wales – Natural Resources bulletin May 2018 – noted.
- 6) P.C.C. – consultation on draft Rights of Way plan – noted.
- 7) D.C.W.W. – letter about pipelaying on Houghton Common – discussed in agenda item.
- 8) P.C.C. – byelaws on omnibuses – noted.
- 9) Post Office – rely to complaint about postbox at Bowlings Corner – discussed in agenda item.

Members requested that the Clerk circulate messages round as they are received during the month, to allow more time to consider them.

## **Accounts**

### **Payments**

H.M.R.C. (P.A.Y.E. tax) : £195-14

Adventure Playgrounds Wales : £1200

### **Charitable donations**

Parents and Toddlers Group : £ 50

Scouts Group : £ 50

H.O.P.E. Therapy Centre : £ 100

Sandy Bear Bereavement Charity : £ 50

Paul Sartori Foundation : £ 50

The above items were approved by Members (proposer C’lfr Derek Jones, seconder C’lfr Alun Williams).

## **Discussion of works needed on playing field**

Matter completed. No need to place on agenda for future months

## **Discussion of parking problems, New Wells Road**

Members had read the email from P.C.C. in which they had stated their intention to send out a letter to all local residents seeking their views on how to address the parking / traffic safety issues in New Wells Road.

C’lfr Paddy McNamara was concerned at the potential precedent of supporting the provision of off-road parking facilities for private residents.

C’lfr Robin Howells welcomed the consultation ongoing at present by P.C.C., which was due to end the following week. He felt that the matter should be kept on the agenda pending the outcome of the survey. Matter to be placed on agenda for July to allow time for the survey results to be made available by P.C.C.

### **Discussion of new data protection legislation**

The Clerk had undertaken a review of personal data held, and reasons for this. Privacy notices to be prepared and published during the next month.

### **Discussion of situation with land at Barnlake**

Members considered the possibility of formulating a proposal regarding maintenance / clearance of the land to put to P.C.C. for consideration. C'llr Scott Sinclair to ask C'llr Laurence Price for his recommendations / suggestions on what should be included in this. Matter to be reviewed in July.

### **Discussion of non-replacement of postbox at Bowling's Corner**

The letter received from the Royal Mail Postal Review Panel was read to Members. It was accepted that nothing further could now be done regarding the matter, and it was left in abeyance.

### **Discussion of common land issues**

#### **Houghton Green.**

Clerk to chase up the quotation for replacement bollards from P.C.C.

Clerk to ask C'llr Laurence Price for a likely timescale for receipt of the new information board for the plinth. Members noted that this was last discussed in September 2017.

#### **Church Lane, Sardis.**

Members had been informed that a letter had been sent out by P.C.C. to local residents concerning the ongoing issue. The Clerk had discussed the matter with the Authority's Common Land Officer. This had raised the possibility of legal action on a shared-cost basis. The Common Land Officer had also mentioned the importance of identifying the individual(s) responsible, if any legal action were to stand a good chance of succeeding.

After further discussion, Members asked that the Clerk write to the four properties in the road to say that the common will be cleared after 8 weeks, and that anyone wishing to lay claim to any of the items currently stored on the common would need to arrange its removal prior to that date. It was agreed that the Clerk should run this proposal by the Common Land Officer first, in case of any legal issues that might need to be considered.

#### **Illegal works at Vale Road.**

The Clerk read the letter that had been received from P.C.C., as well as the emails from the developer's solicitor. It was noted that P.C.C. had granted a Highways licence for the work. It was felt that legal advice would be needed if the matter was to be pursued any further. Members decided unanimously to leave the matter in abeyance.

### **Discussion of 'Enhancing Pembrokeshire' grant funding arrangement**

C'llr Scott Sinclair circulated a summary report based on the matters discussed in the meeting that he and C'llr Iain Wood had attended. He noted that there were no obvious projects that would suit a small community like Burton.

Matter to be placed on July agenda for discussion, with Members to consider possibilities for suitable projects in the meantime. Any comments / proposals on possible projects to be sent to C'llr Scott Sinclair by email in the meantime.

### **Discussion of Clerk's hours of employment**

[NOTE – The Clerk left the room during the discussion, then returned once Members had completed their deliberations].

It was agreed that the Clerk's hours should be increased by ½ hour per week. Fixed expenses (excluding mileage rates) to be increased by 2%, to reflect the annual pay increase awarded for 2018/19 (proposer C'llr Derek Jones, seconder C'llr John Mathias). Expenses rates for future

years to be reviewed when the figures become available. Clerk to prepare updated contract for signature at July meeting.

**Discussion of problems with surface water, tarmac erosion and potholes, Rhooseferry Lane**

Residents from the bottom of lane had complained about disintegrating highway surfacing, which had been eroded close to the beach access. It was also mentioned that two potholes had formed at the top of lane, between The Chase and the next bend down the road. Clerk to mention these matters to P.C.C., and request action to address them.

**Public Forum**

There were no members of the public present.

**Any other business**

**Highway verge, Houghton.** C'lr Derek Jones reported that on the left hand side of the road, approaching Houghton from the Hill Mountain direction, the verge had been compromised, creating a potential safety hazard. Clerk to report the matter to P.C.C. General matter of Highway maintenance issues to be placed on July agenda for discussion.

**Litter picking.** C'lr John Evans informed Members that he had made arrangements to obtain litter-picking equipment from P.C.C., to be used by volunteers to remove litter from highway verges in the Community.

**Highway verge grass-cutting.** C'lr Paddy McNamara reported that there was virtually zero visibility onto the main road at the top of Rhooseferry Lane, due to overgrown verges. Clerk to report this matter to P.C.C. and request action to address it.

The meeting ended at 9-10pm. Next meeting, Wednesday 4<sup>th</sup> July 2018