

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held at the Mission Hall, Hill Mountain, on Wednesday 5th February, 2020

Present: Cllrs Robin Howells, John Evans, Michael Pettit, Paddy McNamara, John Mathias, Nia Phillips, Laurence Price, Derek Jones, Alun Williams, Scott Sinclair (vice-Chairman); Peter Horton (Clerk).

Apologies: C'llrs

The meeting was chaired by C'lr Paddy McNamara (Council Chairman).

The Chairman mentioned the recent sad loss of C'lr Iain Wood. It was resolved that a letter of condolence should be sent to Mrs. Pauline Wood (Proposer C'lr Alun Williams, seconder C'lr John Mathias). Clerk to implement.

Declarations of known interests

None.

Minutes of January 2020 monthly meeting

On page 630, under Accounts / Annual review of Clerk's salary and expenses, and discussion of pension arrangements, the phrase 'and fixed monthly expenses' was removed from line 1. With this amendment, the minutes were agreed as an accurate record of the meeting, and signed by the Chairman (proposer C'lr John Evans, seconder C'lr Robin Howells).

Matters Arising

Sardis bollards. It was noted that C'lr Iain Wood had been in the process of obtaining a quotation. It was commented on that the problems had worsened at that location in recent times. C'lr Laurence Price undertook to obtain a quotation for 8 bollards, and replacement of the three displaced ones on the other side of the road, as well as repair / upgrade of the bus shelter footpath to wheelchair width.

Sardis boulders. Mr. Phil Davies had sent a letter in regarding this, in respect of a turning area. C'lr Laurence Price undertook to ask the contractor for a price to place them as necessary.

Burton traffic report. This had been received from P.C.C. Donations from public fund-raising were reported as going well, and heading towards £1000. C'lr Scott Sinclair circulated round copies of the report from P.C.C. This contained three recommendations for action. Members agreed to accept all the recommendations, and for C'llrs Scott Sinclair, Robin Howells and Laurence Price to form the B.C.C. contingent on the proposed working group to move matters forward (proposer C'lr Alun Williams, seconder C'lr Nia Phillips). There was some discussion about what would happen if the fund-raising group raised more than 50% of the cost. It was noted that B.C.C. was currently committed to paying up to £3000, under a 50:50 match-funding arrangement for the purchase of the two speed activated signs. Further discussion would be needed to decide how to proceed in the eventuality that more than £3000 was raised by the fund-raising group.

It was noted that all other proposals previously mentioned for consideration were still on the table for possible future discussion.

C'lr Scott Sinclair mentioned the Valero grant scheme. This was still open, but needed to be submitted formally by B.C.C., as an official body. Members were in agreement that this should be done (proposer C'lr John Evans, seconder C'lr Nia Phillips). C'lr Scott Sinclair to liaise with the Clerk over preparation and submission of the necessary paperwork.

Plans

Applications

19/0929/PA - Erection of fence to extended curtilage, replacement roadside boundary walling, widening of access and surfacing to access and parking area; Cromwell House, Church Road, BURTON, Milford Haven, Pembrokeshire, SA73 1NU – no comments.

Decisions (for information)

19/0754/PA - Variation of Condition 2 of 08/0687/PA and Supplemental Reserved Matters Consent 11/0430/PA to vary the design and external appearance of the approved design; Plot 6, Houghton Nursery, Houghton, SA73 1NW.

19/0867/PA - Variation of condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA, to amend approved design of dwelling; Houghton Nursery, Plot 5, Houghton, Milford Haven, SA731NW.

19/0749/PA - Steel storage barn to store machinery for agricultural use - tractor, trailers and farm implements; Little Dumbledale Farm Holiday Cottages, SARDIS, Haverfordwest, Pembrokeshire, SA62 4NT.

Correspondence

- 1) P.C.N.P.A. – Notification of L.D.P. consultation, running until 6th March 2020 – noted.
- 2) Llangwm C.C. – holding response regarding V.E. Day commemorations – noted.
- 3) Common Land Officer – holding response to enquiry about potential cost implications of signage, byelaws, etc. – noted.
- 4) P.C.C. – Response to issues raised regarding Cleddau Bridge closure protocol, and sunken manholes outside the old Stable Bar – noted.
- 5) Dyfed Archaeological Trust – response to enquiry about responsibility for pond at Church Road – noted.
- 6) P.C.C. – notification of L.D.P. consultation running until 11th March 2020 – noted, and also that the deadline had now been extended to 18th March 2020.
- 7) W.G. – Notification of amendment to Sustainable Drainage (Enforcement) Order 2018 – noted.
- 8) P.C.C. – Cleddau Reach minutes of Summer Governors’ meeting – noted.
- 9) O.V.W. – copy of their response to W.G. consultation on Local Government and Elections (Wales) Bill – noted.
- 10) Gareth James – Quotation for footpath works outside Village Hall – dealt with in agenda item below.
- 11) O.V.W. – Notification of forthcoming Pembs. Area Committee Meeting scheduled for 7pm, Tuesday 11th February, County Hall – C’llr Alun Williams informed Members that he had sent apologies for this meeting. The Clerk undertook to report back to Members on anything of note reported back from the meeting by Johnston C.C. members.
- 12) Fields in Trust – Information about dedicating land for public use – noted.
- 13) Clerk – Request for protocol to be agreed in respect of annual increases in fixed expenses – dealt with in agenda item below.
- 14) Common Land Officer – Notification of possible enforcement action to address non-completion of bridleway reinstatement at Houghton – dealt with in agenda item below.
- 15) Ben Blake – Information and results following recent traffic surveys in Burton / Burton Ferry - dealt with ‘Matters Arising’ above.
- 16) Wales Audit Office – press release on auditing process – noted.
- 17) Philip Davies – comments regarding common land at Sardis – dealt with in ‘Matters Arising’ above.
- 18) Mr. Malcolm Wiltshire – request for consideration to move the bus shelter on Main Road at Houghton. C’llr Alun Williams suggested writing to P.C.C. raising the matters mentioned, and asking them for their input / comments. C’llr Scott Sinclair suggested asking for the whole route to be reviewed at the same time. Members were in agreement, given similar

reported problems at Sardis, Bowling's Corner, etc. Clerk to write to P.C.C. and ask for a review of the pick-up / drop-off arrangements in the mornings and afternoons for the school transport along the main road (proposer C'llr Alun Williams, seconder C'llr Laurence Price). Letter to mention that B.C.C. Members have some views on the subject, but not to specify what these are.

Accounts

Payments

C'llr Scott Sinclair (receipt books) : £15-62

Income for Speed signage fund

Direct into bank via credit transfer (up until morning of 05/02/20) : £320-00

Cash and cheques from C'llr Scott Sinclair : £490-00

The above payments were approved by Members (proposer C'llr John Evans, seconder C'llr John Mathias).

Discussion / update on measures to combat encroachment onto common land and bridleway, Houghton Moor.

C'llr Laurence Price had been in contact with P.C.C. recently, following further incidents of vehicular use of the bridleway. A message had since been received from P.C.C., to say they are now contemplating legal action against the plot owner to address the failure to reinstate the bridleway as requested. Matter to be kept as a monthly agenda item for the time being.

Follow-up to recent publication of initial report on biodiversity enhancement.

Members were informed that the initial report had now been published.

Matter to be placed on March agenda for any necessary further action.

Members noted that the issue of biodiversity enhancement can now be a material consideration in determining planning applications.

Discussion of progress on application for grant assistance for footpath provision from car park to Jubilee Hall.

A quotation had been received for £4250 + VAT for provision of the footpath across the triangle, but not right to the Village Hall. Members agreed for the grant application to be submitted based on this indicative amount, with an undertaking that B.C.C. would be prepared to contribute up to 50% of the quoted amount (i.e. £2125 + VAT) (proposer C'llr Laurence Price, seconder C'llr Scott Sinclair).

Clerk to process grant application.

C'llr Laurence Price undertook to seek a quotation for the remaining section as far as the Village Hall. Matter to be placed on March agenda for any necessary follow-up discussion.

Discussion of needed maintenance at pond area, Church Road.

Next Friday 14th February had been suggested for a possible site meeting, but would not now be possible due to a clash with the funeral arrangements for Iain Wood. Clerk to contact P.C.C. with a view to arranging something for Friday 21st February, and liaise with Members accordingly. C'llrs Alun Williams, Derek Jones and John Mathias to be possible attendees.

Discussion of slow broadband problems in Burton.

Matter deferred for further consideration in March.

Discussion of situation with downgrading of services at Withybush Hospital, and problems with ambulance response times.

C’lir Alun Williams had been at a recent meeting, at which the head of the Welsh Ambulance Service had been in attendance. It had been noted that at that time every hospital had been at 100% capacity, and response times were very seriously affected. C’lir Alun Williams recounted a recent incident locally that appeared to demonstrate that the system was simply not coping. Regarding downgrading of services, it was noted that once the proposed new hospital is constructed, the plan is to downgrade Glangwili and Withybush Hospitals to minor injuries units. However, it was understood that no location had yet been agreed for the new hospital, or land obtained. C’lir Derek Jones felt that B.C.C. should consider contacting the Hywel Dda Health Board again regarding these matters. Matter to be placed on March agenda for discussion.

Discussion of pension provision for Clerk.

The Clerk left the meeting. Members had a full discussion about pension provision and related matters.

The following was agreed unanimously:

- 1: The Clerk’s fixed monthly expenses to rise each year by the percentage in NJC annual pay award, which is used to determine salary.
 - 2: In order to facilitate smooth relations between the Clerk and the Council, an annual review to take place between the Clerk and two nominated councillors prior to the December meeting each year. This to allow the Clerk opportunity to air any worries etc., and also for B.C.C. to annually assess the increasing workload for the Council and how best to tackle it.
 - 3: With regard to the consideration of a pension scheme, a draft policy was considered by all councillors, and is now ready to be implemented if necessary.
 - 4: Discussion then focused on whether an alternative could be offered. It was agreed that a case could be made for a performance related pay increase. Members agreed to offer such to the Clerk. A 10% pay increase to commence in April 2020 could be implemented.
- The Clerk was briefed on the proposed Pension Policy and the alternative offer. He was asked to notify the Chairman and vice-Chairman about how he wished to proceed.

Any Other Business

There was no other business.

The meeting ended at 9-40pm. Next meeting, Wednesday 2nd March 2020 at The Jubilee Hall, Houghton.