

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held at the Jubilee Hall, Houghton, on Wednesday 4th March 2020

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

The meeting was chaired by C’lir Paddy McNamara (Council Chairman).

The Chairman mentioned the recent sad loss of C’lir Michael Pettit. Members reflected on C’lir Pettit’s contribution to the activities of the Community Council, which would be greatly missed. It was resolved that a card of condolence should be sent to Mrs. Marianne Pettit (Proposer C’lir Alun Williams, seconder C’lir John Mathias). Clerk to arrange this.

Declarations of known interests

None.

Minutes of February 2020 monthly meeting

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

Matters Arising

Sardis bollards. Still in hand with C’lir Laurence Price to obtain a quotation for the works.

Sardis boulders. Still in hand with C’lir Laurence Price to obtain a quotation for the works.

Business continuity. This matter had been discussed in the recent O.V.W. Area Committee meeting. They had stressed the importance of having arrangements in place to ensure that Council business is able to continue effectively in the immediate aftermath of any unexpected occurrences affecting the Clerk. Matter to be placed on April meeting agenda for discussion.

Pond, Church Road. C’lir Derek Jones had met P.C.C. at the site. They had agreed to clear out and jet all the pipes, and then to consider the possible need for any further works beyond that. Clerk to contact P.C.C. to seek information on their proposed timetable for completing this.

School bus routes. The Clerk confirmed that he had written to the Transport Manager in P.C.C. about this matter, but no response had been received. Clerk to chase up a response, and table the matter for discussion in April.

Discussion of traffic calming in Burton and Burton Ferry

C’lir Scott Sinclair had prepared some notes to inform the discussion, and these were circulated to those present. The fund-raising had been successful and the target reached. £3,156 had been raised to date. Members were agreed that this had demonstrated good community support for the initiative.

C’lir Scott Sinclair informed Members that the grant application had been submitted to Valero from B.C.C., and a decision on this was awaited. It was hoped that the application may well be successful.

C’llrs Scott Sinclair, Robin Howells and Laurence Price had met with officers from P.C.C. Highways Department to discuss specific actions that could be implemented. As a result, the following actions had been agreed :

- Gateway signs and rumble strips to be established at both ends of the Village.

- Road markings at the junction by the Jolly Sailor to be refreshed (it was noted that a 'STOP' sign could not be installed at this location).
- Consideration to be given to modification of the road markings for vehicles coming down the hill from Burton and wishing to turn right at the junction.
- A new 40mph speed limit to be implemented from the Cleddau Bridge down into Burton Ferry (it was noted that this was currently progressing through the legal channels).

Joint discussions had also been held specifically regarding the provision of 'Speed Indicator Devices' (S.I.D.s) in the Village. As a result, the following points had been agreed :

- Based on new guidance from P.C.C., signage options were being considered in detail.
- Two appropriate sites had been identified as suitable for the signage, one towards each end of the Village. These sites provided suitable visibility, had taken into consideration the need for sufficient natural light for solar panels, and would measure speeds within the 30mph speed limited zone.
- It was agreed that solar panels should be used to power the signage.
- It had been agreed that P.C.C. would install the posts needed for the signs, and obtain the necessary permits for the work.

Matters put to Members for follow-up / future action were as follows :

- A proposal that the matter should continue to be pursued in partnership with P.C.C.
- The best and most suitable design of S.I.D. should be identified and selected, in consultation with P.C.C., and a formal proposal regarding this should be submitted to P.C.C. for their agreement.
- Insurance cover for any S.I.D.s installed to be covered under the B.C.C. Insurance Policy.
- Options to be explored for extended warranty / service cover agreements on any S.I.D.s installed.
- Options to be explored for the possible creation of 'gates' alongside the carriageway at each end of the Village, to add to the sense of 'Village'.
- Work to continue with the aim of bringing a final plan to the April monthly meeting for consideration / approval.
- Press release about the whole scheme to be prepared once the details had been finalised.

The actions and proposals outlined were approved in their entirety by Members as a blueprint for action (proposer C'Ilr Paddy McNamara, seconder C'Ilr Alun Williams).

C'Ilr Alun Williams suggested that maybe P.C.C. might want to consider using the process being undertaken in Burton as a test case for similar situations elsewhere in the County. C'Ilr Scott Sinclair commented that P.C.C. already seemed to be doing that.

Regarding insurance, the Clerk advised that the insurance company would simply need to be informed when the signage was ready to be installed in order for it to be added to the existing policy schedule. It was possible that a small additional premium would apply for this.

It was clarified that Members were happy for the most appropriate signage to be investigated and identified by the joint action group, and that Members would be content to take their recommendation on this.

Thanks were expressed to C'Ilrs Scott Sinclair, Robin Howells and Laurence Price for the work they had put into co-ordinating and progressing the matter on behalf of the Community Council. Members also wished their thanks and appreciation for the efforts of the fund-raising group, and the generosity of local residents, to be placed on record. Particular mention was

made of the work done by Gail Smith and Nicola Lund in co-ordinating the residents' fund-raising efforts.

Plans

Applications

19/1072/PA – Erection of detached garage / hobby workshop, extension of curtilage, siting of solar panels and creation of earth bank; Site Address: BUNGALOW, Milton Gardens, BURTON, Milford Haven, Pembrokeshire, SA73 1LG – no comments.

19/1075/PA - Variation of condition 2 (approved plans and documents of planning permission 18/0939/PA (Demolition of Existing Canteen, 5 New Residential Dwellings and New Site Access off Burton Road.), to allow the redesign of plot 5; Site Address: The Old School, School Road, HOUGHTON, Milford Haven, Pembrokeshire, SA73 1NN – no comments.

Decisions (for information)

19/0940/PA - Variation of condition 2 of outline planning permission 08/0687/PA and supplemental reserved matters application ref: 11/0430/PA to allow for amendments to approved plans for Plot 11; Site Address: Former Houghton Nursery Site, Plot 11, Ashmoor Gardens, Houghton, Pembrokeshire, SA73 1NW

19/0929/PA - Erection of fence to extended curtilage, replacement roadside boundary walling, widening of access and surfacing to access and parking area; Site Address: Cromwell House, Church Road, BURTON, Milford Haven, Pembrokeshire, SA73 1NU

Correspondence

- 1) Independent Remuneration Panel for Wales – 2020 report – noted.
- 2) Solva Symposium – Invitation to ‘People, Place and Wellbeing’ symposium to be held on March 11th 2020, Merlin Theatre Haverfordwest – noted.
- 3) P.C.C. – Information promoting digital inclusion – noted.
- 4) Valero – Acknowledgement of grant application submitted for Burton signage project – noted.
- 5) P.C.C. – Acknowledgement of Community Works grant application received for footpath works to Jubilee Hall – noted.
- 6) W.G. – Invitation to meetings promoting ‘circular economy’ in Wales – noted.
- 7) Burton Jubilee Hall Committee – Request for financial assistance towards cost of storage facilities in Jubilee Hall – C’lir John Evans confirmed that no specific figure had been requested. Work to produce plans, and obtain quotations and planning consent was still in hand. It was agreed that the matter would be considered further when more detailed information was available. C’lir John Evans to advise the Clerk when this had been done, in order for the matter to be placed on the agenda for discussion.
- 8) Simon Hancock – Letter promoting possible use of old Neyland Library building as ‘Upper Haven Heritage Hub’ museum – noted. Members noted that the information was lacking in detail at present. Clerk to respond asking for the Community Council to be kept informed of any significant developments / information.
- 9) O.V.W. – Information promoting W.G. ‘Green Spaces’ grants – noted.
- 10) Common Land Officer – update on situation with Houghton common land – dealt with in agenda item below.
- 11) Sandy Bear – promotion of concert in June – noted.
- 12) Llangwm Community Council – holding response re. VE Day. Clerk to inform them that B.C.C. intends to table the matter for discussion in April, and ask for any available information regarding their possible plans prior to that.

Accounts

Payments

Wales Audit Office (audit fee for 2018/19) : £233-75

One Voice Wales (membership fee for 2020/21)	:	£193-00
Clerk (pay, January – March 2020)	:	As per contract
H.M.R.C. (PAYE tax for Clerk, January – March 2020)	:	As per contract

Income for Speed signage fund

Direct into bank via credit transfer (up until 05/02/20)	:	£ 320-00
Cash and cheques from C’Ilr Scott Sinclair (up until 05/02/20)	:	£ 490-00
Cash and cheques from C’Ilr Scott Sinclair (received on 07/02/20)	:	£2031-00
Direct into bank via credit transfer (from 06/02/20 to 04/03/20)	:	£ 90-00
Received from C’Ilr Scott Sinclair in meeting 04/03/20	:	£ 225-00

Total received to date	:	£3156-00
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The above payments were approved by Members (proposer C’Ilr Alun Williams, seconder C’Ilr John Evans).

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

C’Ilr Paddy McNamara had visited the site that afternoon. He noted that there had been a vast improvement in the general condition of the bridleway compared with previously. He noted the hard-standing placed inside the Plot 10 leading to the bat roost. He also mentioned that, though the developers had indicated that they would care for the stream / bank along the site boundary, these had been completely removed.

The message from the Common Land Officer was noted, in which he said that P.C.C. was contemplating carrying out direct action to reinstate the bridleway, with the cost of this being recharged to the plot owner.

Matter to be placed on the April meeting agenda for any necessary further discussion. In the meantime, Clerk to contact the Common Land Officer to ask if the removal of the earth bank had taken place on the Common, and was included in the planning consent issued for the development.

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

Matter to be tabled for discussion in June, to review and consider any potential actions that could be taken.

Any necessary discussion of application for grant assistance for footpath provision from car park to Jubilee Hall

Covered in correspondence item 5 above.

Discussion of slow broadband problems in Burton

C’Ilr John Mathias had carried out a survey of around seven properties in the area. He reported that speeds seemed to be at least reasonable, ranging between 14Mb/s and 38Mb/s.

Members were content that speeds were likely to improve further in time, with the planned continuation of the fibre broadband rollout scheme.

Matter left in abeyance.

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

Matter deferred for further discussion in April.

Discussion of arrangements for advertising Member vacancy following the recent loss of C'lr Iain Wood

The Clerk was asked to put in hand the statutory advertisement to cover the vacancy created by the loss of C'lr Iain Wood.

Members resolved to co-opt Victoria White onto the Council in the event that no election was called within the 14-day statutory period (proposer C'lr Paddy McNamara, seconder C'lr Robin Howells).

Clerk to inform Victoria White of this decision, and of the requirement for the prior 14-day advertisement, ask her to confirm if she is still interested in joining the Council, and invite her to contact C'lr Paddy McNamara as Chairman if she wished to discuss any aspects.

Action to address the vacancy created by the loss of C'lr Michael Pettit to be placed on the April meeting agenda for discussion.

Discussion of details of Clerk's pension request

Members resolved that the 10% additional pay offered to the Clerk in the February meeting, and which he had indicated was his preferred option, would be ongoing, and not subject to annual review (proposer C'lr John Evans, seconder C'lr Scott Sinclair). It was noted that this additional percentage would not apply to any additional payments made to the Clerk for extra work carried out over and above his core duties, and would become effective from April 2020. The Clerk was asked if he was content with this arrangement, and indicated that he was.

Any Other Business

Potholes. C'lr Alun Williams reported that the potholes recently filled in near the bus shelter between Hill Mountain and Sardis had appeared again. Clerk to report this to P.C.C.

Work to replace cobbles at Burton Ferry Picnic Site. C'lr Scott Sinclair undertook to obtain a quotation for re-laying the cobbles from One Stop Property Development.

Annual General Meeting. C'lr Paddy McNamara reminded Members of the impending A.G.M. scheduled to be held in conjunction with the May monthly meeting. He encouraged any Members interested in being considered for Chairman for the coming year to consider putting their names forward for consideration.

The meeting ended at 8-30pm. Next meeting, Wednesday 1st April 2020 at The Jubilee Hall, Houghton.