

## **BURTON COMMUNITY COUNCIL**

### **Minutes of the monthly meeting held online on Wednesday 6<sup>th</sup> January, 2021, 6pm.**

**Present:** Cllrs Paddy McNamara, John Mathias, Nia Phillips, Robin Howells, Alun Williams (Chairman), John Evans, Derek Jones, Scott Sinclair; Peter Horton (Clerk).

**Apologies:** C'llrs Vicky White, Laurence Price.

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

None.

#### **Approval of minutes of December 2020 monthly meeting**

The item in 'Matters Arising' concerning the memorial plaques and information board on Houghton Green was amended to record that just C'lr Nia Phillips had examined the information board. With that amendment the minutes were agreed as an accurate record of the meeting, and kept for signature by the Chairman following the meeting (proposer C'lr Robin Howells, seconder C'lr John Evans).

#### **Matters Arising**

**Memorial plaques and information board, Houghton Green.** C'lr Paddy McNamara had removed the existing map from the information board. He had contacted a surveyor, and arranged for the O.S. map of the Community area to be lifted onto an A1 sheet, and subsequently to be placed in the board as a replacement map. He said that he was hoping to get this completed and re-framed prior to the next meeting, and was intending to cover the cost of this himself. Members thanked C'lr McNamara for the work undertaken, but asked him to provide invoices for the Community Council to cover any costs incurred.

Regarding the memorial plaques, C'lr Nia Phillips had located the existing ones. Some of these were tarnished. She mentioned that they could be replaced at a cost of around £50 - £60 each. However, she thought that the simplest option might be to remove them for cleaning, polishing and subsequent replacement. Members were in agreement with this, and it was left with C'lr Nia Phillips to arrange this.

Regarding locations for the plaques, in general Members were agreed that around the perimeter of the map on the information board would be the best place. However, Members were agreed that the plaque for Terry Morgan would best be left on the bench at the pedestrian shelter, and that for Claire Zawadzki would best be left by the tree in the playing field, as these locations had been their families' preferred locations. The Clerk had prepared a document listing all Members from 2006 to the present, with years of service from that time for each one. However, he had temporarily mislaid this in his filing system, and apologised for this. Clerk to locate and circulate this list following the meeting. The Clerk pointed out to Members that it had only been possible to collate information going back to 2006, as all minute records prior to then were in the Pembrokeshire Archives, which were currently closed due to the pandemic.

Regarding C'lr Julia White, the Clerk confirmed that a seat in memory of her had been placed in the Torch Theatre after her death, sponsored by the Community Council.

Members discussed briefly what approach to deciding when memorial plaques should be provided for deceased members would be appropriate. It was generally felt that members who had served for 20 years or more might be a good rule of thumb. However, questions were raised about how to approach a situation where a member died unexpectedly. C'lr Scott Sinclair suggested that a case-by-case approach focussing on exceptional service rather than specific time spent as a councillor might be more appropriate. Matter to be tabled for further discussion at the February meeting.

**Common land, Houghton.** Nothing further to report.

**Lease, land at Hill Crescent.** Nothing further to report.

**Proposed Western Power sub-station at Houghton Common.** Nothing further to report.

**Footpath, Hill Mountain – Sardis.** The Clerk had been informed by P.C.C. that this footpath was now number 25 on the priority list. Creating this footpath would not be considered under the Community Works grant scheme, as this was limited to schemes up to £10,000 in value. Members agreed to leave this matter in abeyance for the time being.

**Footpath works, Sardis bus shelter.** P.C.C. had advised that this scheme could be suitable for consideration under the Community Works grant scheme. However, as arrangements for this had not yet been finalised for 2021/22, the Community Council had been advised to hold off from submitting any detailed proposals at this stage.

**Pothole damage by bus shelter, Main Road between Hill Mountain and Sardis.** C’lir Alun Williams reported that these had been patched up again, but were already breaking up yet again. Clerk to report again to P.C.C. C’lir John Evans mentioned that the carriageway was breaking up from this location right down to opposite his house. C’lir Paddy McNamara suggested that kerbing this section of highway would be a good idea. Clerk to make this request of P.C.C.

**Slade House Planning Enforcement investigation.** Clerk to chase up progress, as nothing had been heard regarding the investigation.

**Burton / Burton Ferry signage.** C’lir Scott Sinclair informed Members that the posts needed for mounting of the vehicle-activated signs had now been delivered to P.C.C. It was hoped that P.C.C. would complete the installation within the next month or so, but this was dependent on competing priorities for their work schedule. Once the posts were in place, arrangements could be made with Coeval to install the signs themselves, which would complete the project.

**Sardis Common Land.** Clerk to chase up a substantive response from the Common Land Officer regarding removal of the fly-tipped rubbish from the land.

**Burton Hill footpath.** C’lir Scott Sinclair confirmed that no work had been undertaken to remove the encroaching growth from the footpath. Clerk to chase up with P.C.C.

**Ash Die-back.** To be placed on agenda for discussion in February.

**Rhoseferry Lane potholes.** C’lir Paddy McNamara reported that these had not been repaired. Clerk to chase up.

**Speeding, Main Road.** The Clerk confirmed that this had been reported to GoSafe, with a request for speed-monitoring and enforcement. The request had been acknowledged.

## Plans

### **Applications**

**20/0719/PA** – Variation condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA to allow for amendments to approved plans for Plot 7 ; Site Address: Plot 7, Ashmoor Gardens, Former Houghton Nursery Site, Houghton, Pembrokeshire, SA73 1NW – no comment.

**20/0741/PA** – Erection of a dwelling and associated parking; Site Address: Port Hand, BURTON, Milford Haven, Pembrokeshire, SA73 1NX – No comment.

**20/0753/PA** – External alterations and rear first floor extension; Site Address: Burton Farm House, BURTON, Milford Haven, Pembrokeshire, SA73 1NT – Clerk to respond requesting that, due to the proximity of the bend and junction with Church Road, all contractors’ vehicles involved in construction should be parked within the property (proposer C’lir Alun Williams, seconder C’lir John Mathias).

### **Decisions**

**19/0753/PA** – Proposed Single Detached House and garage; Site Address: Land at Houghton Nursery, Houghton, SA73 1NW

**20/0082/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 14; Site Address: Plot 14, Houghton Nursery, Houghton, SA73 1NW

**20/0291/PA** – Variation/Removal of condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA; Site Address: Plot 15, Houghton Nursery, Houghton, SA73 1NW

**20/0504/PA** – Conversion of detached garage/study to create a 2nd holiday unit; Site Address: Rose House, BURTON FERRY, Milford Haven, Pembrokeshire, SA73 1PA

**20/0587/PA** – Replacement dwelling; Site Address: Shepherds Cottage, Barnlake, Milford Haven, SA73 1PA

**20/0648/PA** – First Floor Extension; Site Address: The Gables, SARDIS, Milford Haven, Pembrokeshire, SA73 1LU

### **Correspondence**

- 1) P.C.C. – Notification of new rechargeable playground inspection regime – covered in agenda item below.
- 2) P.C.C. – Response to request made for review of suitability of bus shelter location – P.C.C. had indicated that the location was considered safe from a Highway safety point of view. Clerk to reply to the resident who had raised the matter to inform him of this.
- 3) Police and Crime Commissioner for Wales – Consultation on policing priorities – noted.
- 4) P.C.C. – Response regarding Community Works grants for 2021/22 – discussed in ‘Matters Arising’ above.
- 5) P.C.C. Common Land Officer – Response regarding common land, Sardis – discussed in ‘Matters Arising’ above.

### **Accounts**

#### **Payments**

Wales Audit Office (audit fee 2019/20) : £262-25

#### **Internal audit**

Members agreed for the Clerk to contact the Internal Auditor for 2019/20 to ask her to carry out the internal audit of the 2020/21 accounts.

#### **Precept for 2021/22**

The Clerk had circulated a budget projection to all Members in advance of the meeting. Following consideration of this, Members resolved to maintain the precept for 2021/22 at the same level as the current year, i.e. £17500.

The above items were agreed by Members (proposer C’llr John Evans, seconder C’llr John Mathias).

### **Discussion of works undertaken at Badger Wood**

The Clerk had received a telephone contact from the Rural Crime Officer of Dyfed Powys Police. He had visited the site some time previously, and not been able to ascertain anything that had required further Police involvement. However, the police officer had informed the Clerk that the matter was also under investigation by the N.R.W. It was understood that they were due to visit the site shortly. The Clerk confirmed that no further contact had been received following this telephone conversation, and it was not known where matters currently stood with the N.R.W. Clerk to contact the N.R.W. to try and ascertain the current situation. Matter to be placed on the agenda for further discussion in February.

### **Discussion of future arrangements for playground inspections**

Members resolved to accept the P.C.C. arrangement for inspections of the Houghton Playpark equipment for 2020/21 at a quoted cost of £615 + V.A.T. (proposer C’llr Derek Jones, seconder C’llr John Evans). Clerk to make arrangements with P.C.C. accordingly.

### **Discussion of co-option of new Member to fill open Council vacancy**

Members resolved to invite Mr. Bob Guy to join the Council (proposer C’llr John Mathias, seconder C’llr John Evans). Clerk to inform Mr. Guy of this, and arrange the necessary administrative arrangements.

### **Discussion of problems with service reductions at Withybush Hospital**

Deferred due to the ongoing Coronavirus Pandemic. Matter to be placed on agenda for further consideration in June 2021.

### **Any Other Business**

**Main Road between Hill Mountain and Sardis.** C’llr John Evans mentioned that this section of road needed drain-cleaning and road-sweeping. C’llr Alun Williams mentioned that there were also problems with the drains in Ashdale Lane. Clerk to report these to P.C.C.

**Fence along boundary of Burton Farmhouse.** C’llr John Mathias raised concerns about the fence height, which he felt might pose a highway safety hazard. Matter to be tabled for discussion in February.

**Potholes opposite old Stable Bar.** C’llr Derek Jones reported that these had not been repaired. Clerk to report again to P.C.C.

**Tree removal in Old School site.** C’llr Paddy McNamara referred again to this matter, and raised the possibility that there might be some intention to form a further plot for development. The Clerk mentioned that this had been discussed with the Landscape Officer. He had confirmed that in the absence of any Tree Preservation Order (T.P.O.), or planning conditions prohibiting their removal, there would be no action possible. It was understood that there were no T.P.O.s on the trees. However, the Clerk mentioned that a complaint had been made to the Planning Enforcement Department regarding removal of the trees, with a request that this be investigated. Clerk to check if it appeared that a breach of Planning Control had occurred in relation to the tree removal. If it seemed likely that this was the case, Clerk to write to P.C.C. adding its voice to the complaint already made.

**Speed activated signage provision.** C’llr Scott Sinclair mentioned the absence of any provision for further signage in the budget projections for 2021/22. He commented that this could mean that, if any initiative was undertaken elsewhere in the Community area similar to that in Burton / Burton Ferry, there might not be funds available during the coming financial year for the Community Council to contribute to any scheme proposed.

**Burton Ferry picnic area.** C’llr Scott Sinclair mentioned that he had done some preliminary work in assessing options for improving this area. This was particularly aimed at making the top area more wheelchair-accessible, and undertaking some work on the picnic benches. He undertook to try and obtain some more definite information / costings prior to the February meeting. Members were in agreement with this, and felt that if it was possible, undertaking some work during the current financial year would be desirable. Matter to be tabled for discussion in February.

The meeting ended at 7-10pm. Next meeting to be held on Wednesday 3<sup>rd</sup> February 2021