

## **BURTON COMMUNITY COUNCIL**

**Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and online via the Zoom videoconferencing platform, on Wednesday 4<sup>th</sup> September 2024, 7pm.**

**Present:** Cllrs Paddy McNamara (Chairman), Robin Howells (vice-Chairman), Derek Jones, Nia Phillips, Scott Sinclair, Laurence Price, John Evans; County Councillor Danny Young; Peter Horton (Clerk).  
**Apologies:** C'llrs Fiona Hart, Peter Griffiths, Vicky White

### **Declarations of known interests**

None.

### **Opportunity for public representation on tabled agenda items**

There were no members of the public in attendance who wished to make representations.

### **Approval of minutes of the July 2024 monthly meeting**

The minutes were approved as written (proposer C'llr John Evans, seconder C'llr Robin Howells), and signed by the Chairman.

### **Matters arising**

**For sale signs, Houghton Common.** Signs had been removed by two estate agents, and the remaining sign had been directly removed.

**Dog fouling problem, Houghton Playing Field.** Members approved the purchase of two signs, to be A4 size, and with wording 'Please take your litter and dog waste home' or similar. Clerk to arrange purchase of these (proposer C'llr Laurence Price, seconder C'llr John Evans).

**Skip on land at Prince of Wales Close.** Members reported that this had been removed.

**Double yellow lines, New Wells Road.** To be tabled as an agenda item for October.

### **Plans**

#### **Consultations received**

**24/0210/DC** - Discharge of Conditions 3 (Details of Pembrokeshire Hedgebank), Condition 4 (Details of Surface Water Disposal), Condition 5 (Construction Environmental Management Plan), Condition 9 (Position of Public Sewer) and Condition 11 (Details of Planted Buffer Strip to Southern Boundary) of Planning Consent 23/0769/PA (Erection of 2 Storey Dwelling, Garage and floating boat shed with associated parking and landscaping works); Site Address: The Landings, Kiln Park, BURTON FERRY, Milford Haven, Pembrokeshire, SA73 1NY – no comments.

#### **Consents issued**

**24/0063/PA** - Erection of two storey dwelling; Site Address: Plot 4, Kiln Park, Burton Ferry, Milford Haven, Pembrokeshire, SA73 1NY

#### **Refusals issued**

**24/0092/PA** – Outline Planning for one residential 1 1/2 storey dwelling; Site Address: Bonnicot, BURTON, Milford Haven, Pembrokeshire, SA73 1NX

**24/0101/PA** – Replacement farm building with farm diversification building with meet and greet reception area for kennels and caravan/camping club, farm office, gin tasting function room (fifth flock) and annex for son in association with farm operations/ business  
Site Address: Nash Mountain Farm, SARDIS, Haverfordwest, Pembrokeshire, SA62 4NS

## **Correspondence**

- 01) Michael Davies – Application to join community council – dealt with in agenda item below.
- 02) Hywel Dda – Response to query about Withybush Hospital replacement plans – dealt with in agenda item below.
- 03) Wales Audit Office – Notification of completion of 2022/23 accounts audit – dealt with in ‘Accounts’ below.
- 04) Local resident - concerns over speeding in Village – C’lwr Laurence Price mentioned that these concerns had been echoed by other residents, and also by C’lwr Fiona Hart. Some local residents had noted that there had been no speed camera presence in the village for a long time. Members felt that setting up a community Speedwatch initiative would be something for residents to do privately if they wished to do so. Members asked the Clerk to put in a request for the speed van to carry out patrols in Houghton, Sardis and Burton. Clerk to respond to resident to let him know of this action being taken by the community council.

## **Accounts**

### **Payments**

Bateman Gardening (ratification of July payment approved by Chairman)	: £ 60-00
Bateman Gardening (August)	: £ 60-00
F.J. Groundworks (ratification of Hill Crescent work approved by Chairman)	: £321-80
F.J. Groundworks (grass-cutting July)	: £360-00
F.J. Groundworks (grass-cutting August)	: £120-00
Clerk (salary and fixed expenses, July – September 2024)	: As per contract
H.M.R.C. (P.A.Y.E. tax)	: As per contract

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

### **External audit of 2022/23 accounts.**

Members were informed that the audit had been completed, and the accounts given an unqualified approval. There had been one recommendation made, which was for the Clerk’s expenses to be categorised as ‘Other expenditure’ rather than ‘staff costs’ on the audit form. This was noted for future implementation. Clerk to arrange the publication of the requisite public notices as required.

## **Discussion on any needed actions from recent tree report**

Deferred for discussion in October.

## **Discussion of applications for current council vacancy opening**

Members had seen and read the application email from Mr Michael Davies. His co-option was approved unanimously by Members (proposer C’lwr Scott Sinclair, seconder C’lwr Derek Jones). Clerk to notify him accordingly, invite him to join the council, and deal with necessary administration.

## **Discussion of information board signage, Houghton Green**

[NOTE – C’lwr Laurence Price declared a personal and prejudicial interest, due to a close connection between a member of his family and the contractor likely to be invited to provide a quotation for the work under discussion. He left the room during discussion of this item]  
C’lwr Paddy McNamara had arranged re-printing of the information board plans, and undertook to pass these to the Clerk for them to be plasticised.

Arrangements for a quotation from F.J. Groundworks for provision of a new timber frame and glass panel were awaited. Members pre-approved the quotation (proposer C’lwr John Evans, seconder C’lwr Nia Phillips). Clerk to confirm arrangements with F.J. Groundworks once the quotation had been received.

### **Discussion of issues related to title deeds of Jubilee Hall**

Deed copies had been received by the Clerk, and placed on file. Noted that the original deeds were being held at the solicitors in Fishguard. Clerk to retain the copies on file. Matter left in abeyance.

### **Discussion of issues connected with new Houghton playpark**

The Chairman reminded those present of the tremendous achievement that had been made in the successful completion of the Platinum Jubilee Playpark project. This had been achieved with local support, and without any objections from local residents. It was only latterly that a problem had emerged with cones being illegally placed outside the playpark entrance. These had been removed by the P.C.C. Highways Department, and the community council would continue to request action if the problem should recur. Members noted that there had been no alteration to the exterior of the playpark that affected highway or parking arrangements as a result of the project.

Members discussed the telephone call that had been received by the Clerk from a user of the playpark. This had included suggestions that the catch on the entrance gate should be positioned on the outside of the gate, and that a catch should be put on the gate between the playpark and wild area to prevent unsupervised children getting out of the playpark, or getting into the wild area and potentially falling into the stream. The Clerk confirmed that he had sought advice from the playpark inspector on these matters. The inspector had confirmed that catches were not normally included on access gates to playparks at all. Furthermore, he had commented that gates were normally recommended to open outwards, as this would prevent unwanted access into the playpark by dogs. He had explained that the rationale for gate provision was not to 'imprison' children, who should always be supervised as necessary in any event. His advice relating to the gate into the wild area was similar. However he had not offered comment on the issue of the stream, as it was more than 2m from the gate access from the playpark, and therefore fell outside his remit as a playground inspector. This made it a matter for normal risk assessment by the community council. Members considered the issues involved, and did not feel there were any safety issues that required further action on the part of the community council at that time. It was noted that the stream was only a few inches deep, and did not, in their view, present any significant safety hazard. Based on all these points, Members did not feel that any action was warranted.

### **Any necessary discussion of Hill Crescent Community Garden**

Members noted the successful completion of the community garden. Feedback had been generally good, though there had been a small number of negative comments by a local resident concerned about the increase in numbers of visitors, and parking issues. Members approved the preparation and distribution of a flyer to inform local residents in the immediate vicinity of the garden of its existence and purpose, and remind people that there was limited parking provision available in the Crescent (proposer C'lr Nia Phillips, seconder C'lr Scott Sinclair). C'lr Nia Phillips undertook to arrange this as needed.

C'lr Paddy McNamara confirmed that he had asked F.J. Groundworks to carry out occasional trimming of the hedge alongside the access pathway as and when necessary.

C'lr Paddy McNamara informed Members that the invoice paid to F.J. Groundworks for work on the gazebo guttering in the community garden had been sent in to P.C.C. with a request for this to be reimbursed under the Places for Nature grant approved for the project.

### **Discussion of public access down to water front at Barnlake**

The Clerk confirmed that he had investigated the planning consent for the development approved. There had been notes (but not conditions) placed on the planning consent relevant to the public access.

C’lr Scott Sinclair noted that the access down towards the marina area was gradually deteriorating. He commented, though, that the more important issue was access from the water front due to building work close to the old ice factory.

C’lr Laurence Price confirmed that he was involved with plans for a group of volunteers from Valero to carry out clearance work in the area. He undertook to keep an eye on what was happening down there, and report any concerns.

Separate issue of potentially re-visiting the matter of taking on responsibility for the Barnlake recreational area to be placed on October meeting agenda for discussion. In the meantime, C’lrs Laurence Price and Scott Sinclair to visit the area and assess the situation, as possible.

### **Any necessary discussion / updates on future community events**

None planned at present.

### **Discussion of non-information received about planned hospital relocation**

Members discussed the response received from Hywel Dda Health Board. This provided little detailed information, and indicated that there was no substantive progress anticipated in the near future.

Clerk to write to the Welsh Government Health Minister and First Minister concerning the matter. Letter to raise concerns over the lack of progress, and unacceptable timetable for progressing the matter. Letter to highlight the concerns raised by the claim made by Hywel Dda to have received no contact from the Welsh Government in two years. Letter to challenge the need for five years to elapse before finalising a site for the proposed hospital. Letter to challenge the need for several years to complete a business plan for the project. Letter to be copied to the local Westminster M.P. for information, and to ask him to look into the matter, and seek his assistance and input into the matter. Letter to request a substantive request in time for discussion in the October monthly meeting. Matter to be tabled for further discussion in October.

### **Any other business**

**Community Governor vacancy, Cleddau Reach School.** C’lr Laurence Price informed Members that nothing further had been heard about the vacancy being filled. Matter to be placed on October agenda for discussion.

The meeting ended at 8-25pm. Next meeting to be held at 7pm on Wednesday 2<sup>nd</sup> October 2024.