

## **BURTON COMMUNITY COUNCIL**

### **Minutes of the monthly meeting held at the Jubilee Hall, Houghton on Wednesday 17<sup>th</sup> May, 2017**

**Present:** Cllrs Paddy McNamara, Scott Sinclair, Laurence Price, Derek Jones, Alun Williams, Nia Phillips, Iain Wood; Peter Horton (Clerk).

**Apologies:** C’llr Michael Pettit; County Councillor Rob. Summons.

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

None.

#### **Minutes of April monthly meeting**

The minutes were agreed as an accurate record, and signed by the Chairman (proposer C’llr Derek Jones, seconder C’llr Alun Williams).

#### **Matters Arising**

**Footpath, Hill Mountain - Sardis.** A holding reply had been received from P.C.C. Substantive reply awaited.

**Development site, Houghton.** The Chairman reminded Members of the need to be neutral in dealings with the developers, especially in view of potential changes in scheme design that might come before the Community Council for consideration in the future.

**Min yr Afon.** The situation regarding the title information was noted, i.e. that members of the public have access to the well, which is, however, held in private ownership. The planning situation was also noted, i.e. that given the passage of time, any unauthorised development would now be immune from enforcement action.

**Pond maintenance, Church Road.** Members noted that the bench owned by the W.I. had been removed. It was noted that neither the Church nor the W.I. were currently carrying out any maintenance of this area. There was some uncertainty over where the responsibility for this lay. Clerk to obtain details of the extent of common land in this area, and matter to be placed on June agenda for further discussion.

#### **Planning**

##### **Applications**

**17/0116/PA (Front entrance porch and rear kitchen and conservatory extension, Talar, 2, Thurston Lane, SARDIS, Milford Haven) – no comments.**

**17/0091/PA (Enlarge existing porch adding extra glazing and other works, Oxland Farm, BURTON, Milford Haven, Pembrokeshire, SA73 1LG) – no comments.**

#### **Correspondence**

- 1) Sheila Camplin – Request to use playing field for parking for garden open day in June – Members happy for the playing field to be used for parking. Clerk to respond accordingly, and place notice in board.
- 2) Zurich – insurance renewal – clerk to arrange renewal, with play equipment and football nets to be included.
- 3) P.C.C. – invitation for nominations to standards committee – Clerk to forward nominations for C’llrs Iain Wood and Alun Williams via P.A.L.C.
- 4) P.C.C. – Invitations for community governor, Cleddau Reach – Members decided to nominate Mrs. Price (wife of C’llr Laurence Price), subject to her agreement to this. C’llr Price to advise the clerk after consulting Mrs. Price regarding the nomination. Clerk to circulate outcome to Members for information.
- 5) Denise Mayr – confirmation of completion of internal audit – dealt with in ‘Accounts’.

- 6) Burton Church – Request for contribution to graveyard maintenance – dealt with in ‘Accounts’.
- 7) PALC – subscription renewal – dealt with in ‘Accounts’.

## **Accounts**

### **Internal audit**

Members noted that the internal audit had been completed, with no issues arising.

### **Annual Governance Statement**

The Annual Governance Statement was completed and approved by Members, and signed by the Chairman and Clerk (proposer C’llr Alun Williams, seconder C’llr Laurence Price).

### **Charitable donations**

Members approved charitable donations of £100 each to the Burton Parents’ and Toddlers’ Group, H.O.P.E. Therapy Centre, and Wales Air Ambulance. Formal approval under ‘Payments’ below.

### **Graveyard maintenance grants**

Members approved grants of £120 each to Burton Church and Sardis Chapel. Formal approval under ‘Payments’ below.

### **Burton Jubilee Hall Committee.**

Members approved a grant of £1000 to the Burton Jubilee Hall Committee. Formal approval under ‘Payments’ below.

### **Burton Cricket Club.**

Members approved a donation of £100 to the Burton Cricket Club, in exchange for their offer to cut the grass on the Playing Field for this season. Formal approval under ‘Payments’ below.

### **Payments**

P.A.L.C.	:	£ 27-00
Zurich (annual insurance)	:	£ 395-11
Denise Mayr (internal audit fee)	:	£ 60-00
M. W. Surveys (survey of playing field)	:	£ 207-60
Burton Parents’ and Toddlers’ Group	:	£ 100-00
H.O.P.E.	:	£ 100-00
Wales Air Ambulance	:	£ 100-00
Burton Jubilee Hall Committee	:	£1000-00
Burton Cricket Club	:	£ 100-00
Sardis Chapel	:	£ 120-00
Burton Church	:	£ 120-00

The above items were agreed by Members (proposer C’llr Scott Sinclair, seconder C’llr Laurence Price).

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

Members were informed that the work on the car park was due for completion this week.

It was agreed that C’llr Paddy McNamara would obtain quotations for post and rail fencing, and suitable pedestrian / vehicular access gates before the June meeting.

It was agreed that C’llr Laurence Price would obtain quotations for matting to go into the cricket net area.

Clerk to send letter to Cricket Club, enclosing the donation cheque approved in ‘Accounts’, and asking for the field to be cut through summer.

### **Discussion of development over Houghton Common**

Members were generally happy with the condition of bridle path. The bat house was understood to be more or less complete.

### **Discussion of progress on bus shelter maintenance**

C’lir Alun Williams to assess the condition of the Sardis bus shelter exterior render, and report back to the June meeting.

### **Discussion of possible bus shelter provision at Burton Ferry**

The reply from P.C.C. was read and discussed by Members, in which highway safety reasons were advanced for preventing the provision of a bus stop close to the junction. Clerk to write again to press the matter and renew request. Message to assert the need for a bus stop as close as possible to the junction, and request some concrete proposals for consideration.

### **Discussion of replacement of information board at Houghton Green**

Still in hand with C’lir Laurence Price. Matter to be placed on June agenda for further discussion.

### **Discussion of provision of suitable commemorative plaque or similar for Terry Morgan**

Members agreed to obtain a plaque in memory of Terry Morgan (proposer C’lir Derek Jones, seconder C’lir Nia Phillips). It was agreed that this should be placed on the pedestrian shelter bench. C’lir Derek Jones to invite suggestions from Mrs. Morgan on a possible wording for the plaque, and to determine the size of plaque needed.

### **Discussion of condition of telephone box adjacent to Jubilee Hall**

Members noted that the telephone box was scheduled for removal. No discussion was felt necessary, and the matter was left in abeyance.

### **Any other business**

**Casual vacancies.** Clerk to place advertisements into the community noticeboards, and on the website. Matter to be placed on agenda for discussion in June, to include discussion of possible direct mailing if needed.

**Burton Jubilee Hall.** C’lir Iain Wood had failed to locate any documents to date relating to ownership of the hall. However, he said he still had some work to do on this.

**Pontoons** – nothing further heard from P.C.C. regarding their proposals for the pontoons. However, it was pointed out that no reply had been anticipated.

**New Wells Road junction** – Clerk to chase up substantive response from P.C.C. regarding the parking problems at the junction with Ashdale Lane.

**Speed cables in Hill Mountain.** Clerk to request results from the recent speed survey carried out in Hill Mountain.

**Leek field.** Members were informed that there had been further problems with mud coming onto the road from the field, and that the Highways Department were involved, due to a report having been sent to them by C’lir Rob. Summons.

**Keys.** The Clerk had so far been unable to obtain duplicate keys, as the blanks were unavailable at the key-cutters. However, it was hoped that the necessary blanks could be obtained online.

### **Public Forum**

There were no members of the public in attendance.

The meeting ended at 8-50pm. Next meeting, Wednesday 28<sup>th</sup> June 2017