

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held at the Mission Hall, Hill Mountain, on Wednesday 8th January, 2020

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

Apologies: C'llrs Michael Pettit, Paddy McNamara, John Mathias

Declarations of known interests

C'lr Alun Williams declared a personal but non-prejudicial interest in the planning application for works at Nolton Croft Farm (ref. NP/19/0663/FUL).

Minutes of December 2019 monthly meeting

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

Matters Arising

Sardis bollards. C'lr Iain Wood was still awaiting a quotation from the contractor for the works.

Sardis boulders. The boulders had been delivered to the site, but Members were unsure whether or not they had yet been placed in position.

Potholes. Members confirmed that the potholes on the main road at Sardis had been repaired. It was not known whether or not the ones on the spur lane off Vale Road had been done.

Plans

Applications

19/0754/PA - Proposal: 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; Site Address: Plot 6, Houghton Nursery, Houghton, SA73 1NW – Clerk to re-circulate planning consultation documentation, and any comments to be passed to Clerk.

19/0755/PA - Proposal: Removal of Condition 7 (provision of car park drop off area and improvements to the radii at the main road junction) and 8 (improvements to the visibility at the main road junction and the provision of a foot path to the school) of planning application ref: 04/210/PA and supplemental reserved matters application 08/0687/PA; Site Address: Houghton Nursery, Houghton, Milford Haven, SA73 1NW – no comments.

19/0867/PA - Proposal: Variation of condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA, to amend approved design of dwelling; Site Address: Houghton Nursery, Plot 5, Houghton, Milford Haven, SA731NW – Clerk to re-circulate planning consultation documentation, and any comments to be passed to Clerk.

19/0940/PA - Proposal: 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 - no comments.

NP/19/0663/FUL – Proposed livestock building, slurry pit, silage clamp and farm access track – Nolton Croft, Houghton, Milford Haven SA73 1NJ – no comments.

Decisions

There were no planning decisions this month.

Correspondence

- 1) Common Land Officer, P.C.C. – Information on use of bridleway at Houghton Common, and copy of correspondence sent to plot-holder in relation to use of and reinstatement of bridleway - covered in agenda item below.
- 2) Mrs. Sheila Camplin – copies of her correspondence in relation to Welsh Water sewage disposal issues – noted.
- 3) One Voice Wales – Information about forthcoming Innovative Practice and National Awards Conference – noted.
- 4) W.G. – Consultation on proposed increases to planning charges – noted.
- 5) P.C.C. – Information about planned engagement sessions in connection with their budget-setting process for 2020/21 – noted.
- 6) P.C.C. – Notification of new Community Works Grant Fund initiative – discussed in agenda item below.
- 7) Police and Crime Commissioner for Wales – December newsletter – noted.
- 8) P.C.C. – Response to message sent in concerning Church Road pond – discussed in agenda item below.
- 9) O.V.W. – Information promoting events to commemorate the 75th anniversary of V.E. Day – discussed in agenda item below.

Accounts

Payments

Burton Church (Hall Hire for Mission Hall) : £ 12-50

Income

Welsh Water for boulder purchase : £ 409-43

Precept (final instalment for 2019/20) : £4500-00

Precept for 2020/21

Members considered the quarterly budget review / precept notes circulated. It was agreed to set the precept for 2020/21 at £17,500 (proposer C’lIr Laurence Price, seconder C’lIr Derek Jones).

Annual review of Clerk’s salary and expenses, and discussion of pension arrangements

It was agreed that the Clerk’s salary would be increased in line with the N.J.C. pay award, effective from April 2020.

Further discussion on pension provision deferred for further discussion in February. In the meantime C’lIr Scott Sinclair undertook to research options for this, in conjunction with C’lIr Paddy McNamara. Members were agreed that a final decision should be made in February regarding this, with an agreement in principle that some form of provision should be made.

Internal audit for 2019/20 accounts

Clerk to contact the internal auditor to initiate arrangements for the 2019/20 audit.

The above items were approved by Members (proposer C’lIr Nia Phillips, seconder C’lIr John Evans).

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

C’lIr Laurence Price referred to the letter from the Common Land Officer, which had mentioned the suggestion of bringing in byelaws to protect the common, and also the requirement placed on the plot-holder to complete reinstatement of the damage done to the bridleway within 30 days. The Clerk informed Members that, following the agreement to this by Members at the December meeting, arrangements for the byelaws were currently in hand with P.C.C. C’lIr Laurence Price raised a query about the cost of any signage placed on the land. Members were unsure whether or not any of this cost would have to be met by B.C.C. Clerk to investigate any financial implications with the Common Land Officer. Matter to be placed again on the February meeting agenda to enable review of progress.

Discussion of arrangements for annual risk assessment to be completed prior to March 31st 2020

Members agreed for the Clerk to carry out the risk assessment again this year, to include an assessment of the locations of any Ash trees on the land controlled by the Community Council.

Discussion of measures to assess / deal with Ash die-back.

Covered in above agenda item as an initial step. Further discussions to be had once the numbers and locations of any potentially affected trees was known.

Any necessary discussion of Environment Wales Act 2016 requirements to prepare a plan on biodiversity

Members approved the initial report as drafted by C’Ilr Scott Sinclair (proposer C’Ilr Alun Williams, seconder C’Ilr Iain Wood), subject to final proof-reading. Clerk to publish this on the Community webpage once the final version was received from C’Ilr Scott Sinclair, and forward the link as requested to the Welsh Government. Matter to be placed on March meeting agenda for further discussion. It was clarified that the references in the document to Benton Woods were in connection with generally raising awareness of the biodiversity issue within the Community area.

Discussion of S.S.A.F.A. (Armed Forces Charity) events to commemorate the 75th V.E. Day anniversary, weekend of 8th-10th May, 2020

It was agreed that the Clerk should write to Llangwm C.C. to ask if they would like to collaborate in the planning of any events, or had already planned any events in which collaboration between the Community Councils might be possible (proposer C’Ilr Alun Williams, seconder C’Ilr Laurence Price). Clerk to also consult with Rosemarket C.C. along similar lines.

Discussion of footpath provision from car park to Jubilee Hall.

After some discussion, it was agreed that C’Ilr Laurence Price would obtain a quotation for a path with bound surface and concrete edging, and forward this to the Clerk. Once received, Clerk to pass this to P.C.C. as part of a grant application for provision of the path, under the Community Works grant scheme. It was confirmed that placing the path within the 5m wide strip of land adjacent to the main road carriageway would eliminate the need to apply for W.G. consent for any works carried out. Matter to be placed on agenda for any necessary further discussion in February.

Discussion of needed maintenance at pond area, Church Road.

Members noted that P.C.C. had claimed a statutory right to discharge into the pond.

C’Ilr Alun Williams suggested that :

- Attempts should be made to establish when the pipes were laid – possibly C’Ilr John Mathias could assist with that information;
- The Dyfed Archaeological Trust (D.A.T.) should be contacted for their view on whether or not the pond forms part of the Holy Well complex, and their views on the ownership of / responsibility for, the pond;
- A meeting with officers from P.C.C. should be arranged to look more closely at the matter.

C’Ilrs Derek Jones and Alun Williams undertook to take the lead in progressing this matter.

It was agreed that the Clerk should write to D.A.T. regarding the matter. Once a response had been received, a site meeting to be requested with P.C.C. officers (proposer C’Ilr Alun Williams, seconder C’Ilr Derek Jones).

Discussion of progress on measures to address traffic issues in Burton / Burton Ferry, fundraising and proposed plans for signs.

It was noted that the P.C.C. traffic survey results had still not been received. Clerk to try and obtain these prior to the next meeting.

A draft flyer advertising the proposed community fund-raising initiative had been prepared by C'lr Scott Sinclair, and circulated to Members. This was discussed by Members. It was agreed by Members to approve the leaflet for distribution, subject to final proof-reading (proposer C'lr Alun Williams, seconder C'lr John Evans).

Discussion of slow broadband problems in Burton.

Deferred until the February meeting.

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

Deferred until the February meeting for further discussion, with Members still very concerned at reports of unacceptably long waiting times for ambulances in the Community.

Discussion of procedures used by P.C.C. for closure of bridge during high winds

C'lr Derek Jones had read an article that had said persons could be prosecuted if they crossed the bridge in high winds in a high vehicle. He raised questions concerning the decision-making process and implementation of bridge closures and restrictions. Clerk to request details of the processes followed to inform decisions on closures or restrictions on the bridge.

Any Other Business

Sunken manholes. C'lr Laurence Price mentioned that two manholes by the corner outside the old Stable Bar were sunken and causing problems for traffic. Clerk to report these to P.C.C.

The meeting ended at 9-05pm. Next meeting, Wednesday 5th February 2020 at The Jubilee Hall, Houghton.