

## **BURTON COMMUNITY COUNCIL**

### **Minutes of the monthly meeting held online on Wednesday 2<sup>nd</sup> March 2022, 7pm.**

**Present:** Cllrs Robin Howells, Paddy McNamara, Nia Phillips, Fiona Hart, Vicky White, Scott Sinclair, Derek Jones, John Mathias; Peter Horton (Clerk).  
**Apologies:** C’llr John Evans.

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

None.

#### **Approval of minutes of the February 2022 monthly meeting**

The minutes were approved as written (proposer C’llr Robin Howells, seconder C’llr Fiona Hart) and retained by the Clerk for signature following the meeting.

#### **Matters Arising**

**Potholes.** Nothing further to report at present.

**Road drain outside Trinity House.** Nothing further to report.

**Sardis Planning Enforcement.** No change, with the investigation still open, but without any further progress reported.

**Downgrading of Withybush Hospital.** The Clerk confirmed that he had written again, but had not received any response to date.

**Seesaw removal.** It was confirmed that following a message from P.C.C. expressing safety concerns about the seesaw parts in the playground, arrangements had been made to have it removed, which had now been completed.

**Hill Crescent land.** There had been no further contact from P.C.C. regarding the lease arrangements. Matter to be placed on agenda for discussion in April.

#### **Plans**

##### **Decisions**

**21/0239/PA** - Proposed steel framed implement storage shed & sand arena; Site Address: Robin Hill, 15, Ashdale Lane, LLANGWM, Haverfordwest, Pembrokeshire, SA62 4NU

**21/0669/PA** - 2-storey extension to side of property and a loft conversion.

The Keys, Ashdale Lane, LLANGWM, Haverfordwest, SA62 4NU

#### **Correspondence**

- 1) Audit Wales – Notification of completion of audit of 2020/21 accounts – dealt with in ‘Accounts’ below.
- 2) Treeworks – Quotation for tree inspection - dealt with in agenda item below.
- 3) Playground Repairs Ltd – Quotation for inspection contract for 2022/23 – dealt with in agenda item below.
- 4) P.C.C. – Confirmation of Enhancing Pembrokeshire grant approval for work at the Burton Picnic Area – dealt with in agenda item below.
- 5) Parents and Toddler Group – Notification of cessation of the group – Members were very sorry to hear of the demise of the group, and also concerned at the reported condition of the Mission Hall. Members were also concerned at reported concerns over the condition of the Burton Church, which apparently had serious problems with the condition of its roof. Clerk to write to the St. David’s Diocesan Office ask about the matter and express concern (proposer C’llr Scott Sinclair, seconder C’llr Derek Jones).
- 6) P.C.C. Elections Office – Notification of dates of pre-election period, to run between 18<sup>th</sup> March and close of poll on 5<sup>th</sup> May – noted.

## Accounts

### **Payments**

Clerk (salary and fixed expenses, January – March 2022) : As per contract  
H.M.R.C. (P.A.Y.E. tax) : As per contract  
Playground Repairs Ltd (for seesaw removal) : £ 66-24  
Members were informed that the invoice to DefibWorld had been altered from £3681-00 to £3027, to take account of alterations in the supply of pads for the defibrillators.

### **2020/21 External Audit**

Members were informed that the 2020/21 accounts audit had been completed, with unqualified approval. The Clerk confirmed that he had placed the statutory notices relating to this in the community noticeboard and on the webpage.

The above payments and items were approved (proposer C’lr Robin Howells, seconder C’lr Paddy McNamara).

### **Any update on applications received for co-option onto Council**

No applications had been received for the open vacancy. Matter to be taken off the agenda pending the forthcoming election in May.

### **Discussion of possible application to register footpath alongside Plot 1, Kiln Park, Burton Ferry**

It was confirmed that the hoped-for meeting with the landowner was still pending. Matter to be placed on April agenda for discussion.

### **Further discussion of requirements of Local Government and Elections (Wales) 2021 legal requirements due to become effective in April 2022**

**Annual report.** Apart from a minor re-wording of the description of the open area at Burton Ferry, Members were happy with the general outline of the report. Report to be brought to the April 2022 meeting for consideration / approval.

**Public representation.** Members agreed that this should take place at the beginning of each meeting, and would replace the current public forum. Standing Orders to be amended to facilitate this, for approval in the April meeting (proposer C’lr Robin Howells, seconder C’lr Paddy McNamara).

### **Discussion of meeting arrangements relating to possible return to Jubilee Hall**

Members agreed to seek agreement from Johnston C.C. to share payment for / ownership of the omni-directional microphone / loudspeaker and webcam currently being purchased by them. Clerk to make enquiries regarding this. It was noted that there was currently no internet provision available in the Jubilee Hall, and this was being looked into by C’lr John Evans. Members agreed for provision to be made for the April meeting to be accessible in the Jubilee Hall as well as online if the internet was back up and running.

### **Discussion of possible proposal to carry out tree planting on Sardis Green**

The Clerk reported that a response had been received back from P.C.C., indicating that they may potentially grant consent for a tree on Sardis Green, though with concerns over arrangements for grass-cutting arrangements. Members were interested in considering a possible arrangement to plant one at a different location, such as possibly in the Houghton Playpark. Matter to be deferred for further discussion in April, when it was hoped that C’lr John Evans might be present.

### **Discussion of possible tree-planting scheme on Houghton Playing Field, and support for Platinum Jubilee celebration events**

Matter to be placed on agenda for discussion in April. Agenda item to include consideration of the wooded area next to the Houghton Playpark as well.

### **Discussion of tree inspections, and problems with fallen trees in playpark**

C’lir Robin Howells had met with the P.C.C. tree-felling contractors to view trees in the area adjacent to the playpark. They had pointed out around six dead trees, in need of felling. Members were happy based on the information supplied that the trees did not pose any immediate hazard, as they were small, and easily visible. However, it was felt that a professional tree report for all trees under the ownership and control of the community council should be arranged.

Members agreed to accept the Treeworks quotation for tree inspections, which came with a two year support and advice arrangement, at a price of £392-50 + VAT (proposer C’lir Robin Howells, seconder C’lir Scott Sinclair). Clerk to make arrangements for this to be put in hand. Regarding the two trees that had recently needed to be removed on safety grounds as a matter of urgency, Clerk to log a claim with Zurich to seek to recover the costs involved.

### **Discussion of award of playground inspection contract for 2022/23**

Matter to be tabled for discussion in April. In the meantime, Clerk to obtain evidence of insurance and qualifications to carry out inspections from Playground Repairs Ltd.

### **Discussion of arrangements for installation of new defibrillator cabinets**

The Clerk confirmed that the defibrillator cabinets had been delivered. Clerk to drop these off to C’lir Robin Howells when next in the area.

Regarding arrangements for installation of the new cabinets, C’lir Vicky White undertook to ask her husband if he would be willing to carry out the work for the Community. Members were very grateful for the generous offer.

### **Discussion of arrangements for execution of improvements at Burton Ferry following approval of Enhancing Pembrokeshire grant application**

It was confirmed that final approval of the grant had been given by the P.C.C. Cabinet, but that further documentation regarding the implementation and administration of the grant process was awaited from P.C.C. C’lir Scott Sinclair pointed out to Members that a number of matters connected with the project would need to be co-ordinated properly in order for the scheme to work well. C’lir Scott Sinclair to bring available information / details to the April meeting. Matter to be placed on the agenda for discussion in April (C’lir Paddy McNamara, seconder C’lir Robin Howells). In the meantime, Clerk to chase up all necessary paperwork from P.C.C. to enable the scheme to be carried out.

### **Public Forum**

There were no members of the public in attendance.

### **Any other business**

**Damaged stile at Hill Mountain.** Matter to be placed on April agenda for discussion. C’lir Vicky White mentioned that the condition of the broken stile was dangerous. The Clerk confirmed that this had been reported to P.C.C., but would chase up progress on the repairs.

The meeting ended at 8-20pm. Next meeting to be held at 7pm on Wednesday 6<sup>th</sup> April 2022.