

## **BURTON COMMUNITY COUNCIL**

**Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and online, on Wednesday 1<sup>st</sup> June 2022, 7pm.**

**Present:** Cllrs Robin Howells (Chairman), John Evans, Fiona Hart, Scott Sinclair, Derek Jones, Nia Phillips, Paddy McNamara (vice-Chairman), Laurence Price, Bronwen Scale; County Councillor Danny Young; Peter Horton (Clerk).

**Apologies:** C'Ilr Vicky White.

### **Declarations of known interests**

None.

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

No members of the public were present.

### **Approval of minutes of the 2022 A.G.M.**

The minutes were approved as written (proposer C'Ilr Derek Jones, seconder C'Ilr Paddy McNamara) and signed by the Chairman.

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

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

### **Matters Arising**

**Potholes.** Members reported that the situation was unchanged, apart from potholes in New Wells Road, which were reported to have been done.

**Trinity House drain.** No change.

**Planning enforcement investigation, Sardis Cross.** No change.

**Jolly Sailor road markings.** Members reported that these had not been done. Clerk to chase up with P.C.C.

**P.C.C.-provided bin at Burton Ferry.** In hand with C'Ilr Scott Sinclair to agree exact location with P.C.C.

### **Planning**

#### **Decisions**

**22/0032/PA** - Proposed vehicle & secure garden/agricultural equipment shed

Site Address: 66, Hill Mountain, Houghton, Milford Haven, Pembrokeshire, SA73 1NB

### **Correspondence**

- 1) P.C.C. – Holding response re. potholes and manhole cover – dealt with in 'Matters Arising' above.
- 2) P.C.C. – Holding response regarding request for pavement in Houghton – noted.
- 3) Tom Greenwood – Revised quotation for information board – dealt with in agenda item below.
- 4) P.C.C. – Response to request for consent to plant a commemorative tree on Sardis Green – matter to be placed on agenda for September, with consideration of tree-planting in Houghton to be covered in the same agenda item as well. Clerk to send holding response to P.C.C. accordingly.

- 5) Monitoring Officer – offer to carry out member training – to be tabled as agenda item for July, with a view to looking at the video, and assessing further training needs after that.
- 6) P.C.C. – Public speaking letter – for planning application at Plot 1, Kiln Park – Clerk to attend, to reiterate comments made in the written consultation response.
- 7) Diane Morris, W.I. – Message seeking consent to plant commemorative tree – C’lir Bronwen Scale to respond to confirm that the request was agreed in principle, with a suggestion that it be planted in the Autumn, and subject to agreement on exact planting locations. Agreement to include consent for a commemorative plaque to be put up as well.
- 8) Nik Prenga – quotation for fencing at Burton Ferry – dealt with in agenda item below.

### **Accounts**

#### **Payments**

Clerk (salary, April – June 2022)	:	As per contract, +
£75-60 for annual asset risk assessment carried out in March)		
HMRC (PAYE tax)	:	As per contract
Clerk (incidental expenses from December 2021 – May 2022)	:	£184-03
Nik Prenga (work at Burton Ferry)	:	£3000-00

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

#### **Member allowances**

Payment of Members’ allowances to be deferred until next month, to allow time for waivers to be sent to Clerk by Members wishing to waive their allowance. Some Members expressed a wish that their allowances should be used to carry our necessary work at the Houghton Playpark.

### **Discussion of Independent Remuneration Panel determinations on Member allowances for 2022/23**

Members resolved to maintain the same position on optional allowances as agreed in previous years. In relation to the new optional allowance also included in the 2022 Independent Remuneration Panel report for attendance allowance, this was not approved (proposer C’lir Paddy McNamara, seconder C’lir Laurence Price).

### **Discussion of proposed project at Houghton Play area and adjacent wooded area**

**Western Power request for sub-station on land adjacent to the playpark.** C’lirs Paddy McNamara and Robin Howells had met with Mr John Amos of Western Power. It was reported to have been a productive meeting. Mr Amos had been told that the Community Council was not willing for the sub-station to be placed on the Community Council-owned land adjacent to the playpark. It had been agreed that the best place for the sub-station would be on the common land where the poles were currently located. It had been suggested in the meeting that B.C.C. should try and get a maintenance lease agreed with P.C.C. for this area of land. If this could be agreed, Mr Amos had confirmed that Western Power would arrange to fell all the Community-owned Ash trees in need of removal from the area adjacent to the playpark.

It was agreed for C’lir Laurence Price to contact Jim Dunckley (P.C.C. Common Land Officer) to invite him to the July meeting to discuss the matter, and agenda item to be tabled for this purpose. Clerk to provide the meeting date details to C’lir Laurence Price for this purpose.

**Playpark.** C’lir Paddy McNamara had obtained a survey of the site, for use in planning future layouts for the area. He, along with C’lirs Derek Jones, Fiona Hart, Nia Phillips and Bronwen Scale, would be involved in continuing work to move the project forward. They commented that they were getting a considerable amount of community input, which was very positive. Their work going forward would include pursuing possible sources of funding from local

businesses, etc., possible ways to develop the wooded area adjacent to the playpark, and considering possible equipment to be put in the playpark.

Regarding funding, it was pointed out that £3000 of funds set aside for a possible election were now available for other purposes. There were also other unallocated funds in the Community Council accounts that could potentially be allocated to development at the playpark. No firm decision was made on this, as was felt that a definite scheme plan was needed first.

C’Ilr Scott Sinclair mentioned the Enhancing Pembrokeshire grant scheme as a possible source of funding, if it was still running. C’Ilr Danny Young undertook to ask about this. Valero was also mentioned as a possible source from which to seek funding. In addition, C’Ilr Bronwen Scale undertook to make enquiries regarding possible funding from the National Lottery fund. Matter to be kept as a regular agenda item for forthcoming months.

#### **Discussion of situation with downgrading of Withybush Hospital**

No substantive response had yet been received to the most recent letter sent to Hywel Dda Health Board seeking updates and details regarding the proposals. Clerk to write again, expressing concern at the non-response, and copying the letter to Stephen Crabb, MP, and Paul Davies, SM (proposer C’Ilr Derek Jones, seconder C’Ilr John Evans).

#### **Any necessary discussion of project on land adjacent to pontoon, Burton Ferry**

Members were informed that the main project was now complete, with the new paving laid, and the new benches installed. The old bench had been relocated to the Houghton Playing Field. Members expressed thanks to the Boat Club for having stored the benches while awaiting their installation, and to C’Ilr Laurence Price for arranging the relocation of the old bench to Houghton Playing Field.

Members were informed that the work carried out on the project had brought to light the need for 15m of post and rail fencing around part of the site perimeter, to prevent the possibility of persons falling over the sea wall. A quotation had been received from Nik Prenga for this work, at £642. This was agreed by Members (proposer C’Ilr Scott Sinclair, seconder C’Ilr Robin Howells). C’Ilr Scott Sinclair to inform Mr Prenga accordingly, and copy in Clerk for the record.

The existing information board had been removed from the site, and brought to the meeting by C’Ilr Scott Sinclair, for Members to examine it. It had previously been suggested that the board could be re-mounted on a new frame, and a revised quotation of £500 had been received for this to be done. However, Members noted that the sign was not in very good condition, being somewhat pock-marked and damaged. It was suggested that the existing wooden frame be repaired, and the sign be bolted to the nearby wall as an interim measure. Then, consideration could be given at a later date to having a new interpretation board made, with due consideration to the content. C’Ilr Paddy McNamara undertook to arrange necessary repairs to the frame. C’Ilr Laurence Price undertook to make enquiries about a length of stainless steel pipe that might be suitable for mounting it on.

#### **Discussion of Highway safety issues at Houghton / Hill Mountain**

Members were informed that a site meeting to discuss the issues of concern had been agreed with P.C.C. for 16<sup>th</sup> June, to be attended by C’Ilrs Fiona Hart and Derek Jones.

In relation to footpath provision, Clerk to check back in the minute record to confirm when the initial section of footpath due to be carried out by P.C.C. was meant to have been completed. This information to be forwarded to C’Ilrs Fiona Hart and Derek Jones in advance of the site meeting.

#### **Discussion of dog-fouling problem in Houghton Playing Field**

It was noted that the problem was particularly bad in the hedges around the edge of the playing field. Clerk to contact P.C.C. to ask if they would put up a general waste bin at the playing

field, or alternatively, if they would undertake to empty one if provided by B.C.C. Agenda item to be tabled for July in relation specifically to the issue of bin provision.

**Discussion of problems at junction at northern end of Cleddau Bridge**

C’lir Laurence Price raised concerns about the difficulty in exiting the Burton Ferry side Road onto the main road, especially at times of peak traffic flow. He felt that some traffic control measures, or a roundabout, were needed at this location. C’lir Scott Sinclair felt that other solutions might be possible, and that a broad approach should be taken to addressing the matter. Clerk to write to Clare Williams of P.C.C. to ask her if this could be discussed in the planned site meeting with C’lirs Fiona Hart and Derek Jones.

**Any other business**

**Grass cutting of common land at Houghton.** Agenda item to be tabled for September to discuss a possible approach to P.C.C. seeking to get the area put back on their cutting schedule.

The meeting ended at 8-40pm. Next meeting to be held at 7pm on Wednesday 6<sup>th</sup> July 2022.