

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and also online via the Zoom videoconferencing platform, on Wednesday 4th January 2023, 7pm.

Present: Cllrs Robin Howells (Chairman), John Evans, Fiona Hart, Scott Sinclair, Laurence Price, Derek Jones, Peter Griffiths, John Mathias; Peter Horton (Clerk).

Apologies: C'llrs Paddy McNamara, Vicky White, Nia Phillips, Danny Young;

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 December 2022 monthly meeting

The minutes were approved as written (proposer C'Ilr Robin Howells, seconder C'Ilr John Evans), and held by the Clerk for subsequent signature by the Chairman.

Matters arising

Trinity House. No progress to date. Members noted that this was due for review in February.

Sardis Planning Enforcement. No progress had been reported to date.

Request for new litter bin for Houghton Playing Field. Nothing further had been heard from P.C.C. Clerk to chase up again.

Burton Ferry toilet block. The Clerk had been in contact with P.C.C. They had confirmed that they were aware of the legal situation with the toilet block, and had said they were 'looking into' the matter. Regarding seasonal closure of the toilet block, P.C.C. had stated that this was carried out for cost-saving reasons, and they had no proposals to re-visit this. Members were uncertain whether or not this closure was in breach of the legal agreement. Clerk to seek to obtain a copy of the legal covenant for inspection.

Plans

Consents issued

22/0604/PA – Variation of condition 2 (approved plans) of planning permission 22/0018/PA (Extension and alterations); Site Address: Hawn House, 14, Hawn Lake, BURTON, Milford Haven, Pembrokeshire, SA73 1LW

22/0644/PA - Proposed new dwelling, double garage, workshop/store on vacant plot incl. vehicular access / parking & turning area plus new garden / hobby room / store to rear garden of Burngate Cottage; Site Address: Vacant plot adjacent to Burngate Cottage & rear garden of Burngate Cottage, Kiln Park, Burton Ferry, Milford Haven, Pembrokeshire, SA73 1NY

Refusals issued

22/0417/PA - Erection of a dwelling (amended design to previously approved dwelling). Plot 3, Kiln Park, Burton Ferry, Milford Haven, SA73 1NY

Correspondence

01) P.C.C. – Reply concerning toilet block at Burton Ferry – dealt with in 'Matters Arising' above.

- 02) P.C.C. – Request for notification of precept for 2023/24 – dealt with in ‘Accounts’ below.
- 03) P.C.C. – Response regarding potholes – noted, and further dealt with in ‘Any Other Business’ below.
- 04) Police – request for councillor to accompany PCSO on patrol – C’lir Robin Howells had put forward his name to accompany the Police on this patrol. C’lir Robin Howells undertook to raise any issues of concern with him during the patrol, and also raise the matter of him possibly attending a future meeting.

Accounts

Payments

P.C.C. – Community Works grant contribution for Sardis bus shelter footpath : £1234-00

P.C.C. – Election administration recharge : £ 225-00

Grandiflora (tree supply and planting) : £ 490-00

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

Precept for 2023/24

Members approved an increase in the precept to £26000 (proposer C’lir Robin Howells, seconder C’lir Laurence Price), and agreed an indicative budget for 2023/24.

Clerk’s hours of work

Members approved an increase in the Clerk’s nominal hours of work from 22.17hrs/month to 24 hrs/month. This was in recognition of the general increase in workload over recent years due to added W.G. administrative requirements, and due to an increase in Community Council activity as reflected in the level of precept (proposer C’lir Scott Sinclair, seconder C’lir Fiona Hart).

Internal audit

Members approved the re-appointment of the current internal auditor to carry out the internal audit for the 2022/23 accounts (proposer C’lir Robin Howells, seconder C’lir John Evans). Clerk to make arrangements accordingly.

Discussion of progress on proposed project at Houghton Play area, including playpark project, adjacent wooded area, and tree-felling

Members noted that the decision had been made in principle to apply for funding under the Enhancing Pembrokeshire grant scheme. Clerk to commence the process for the Enhancing Pembrokeshire grant application. It was noted that a public consultation would be needed. It was agreed to discuss this in detail in the February meeting.

It was agreed that more substantive discussions would be held in February, when it was expected that more information on the Enhancing Pembrokeshire grant scheme would be available. Also, it was expected that C’lir Paddy McNamara would be in attendance, and further quotations would be available to inform the process. Possible special meeting to be arranged, if this should become necessary.

Discussion of any actions / response required following the address by officers of Hywel Dda Health Board at the December monthly meeting

Members discussed the session that had been held in the December meeting. It was felt that some of the responses given had been ‘political’ responses. Members felt there was still much uncertainty about the timing and location of any new hospital in the area. However, the recent opening of two new ‘community hubs’ was noted, as was the stated plan to open more of these locally in the future. C’lir Derek Jones questioned when the new hub in Haverfordwest would be opened, and felt that more information should be sought on that. Clerk to contact Hywel Dda and ask them to arrange the visit to one of the operational community hubs, as had been offered in the meeting in December.

Discussion of concerns over appearance of new sub-station, Houghton

Members unsure what could be done, and did not feel that the appearance of the sub-station was too bad, especially as it had been sited there to avoid its location on the common land. C'Ilr Scott Sinclair suggested that encouraging the adjacent boundary hedge to grow out around it, or carrying out some planting, might help. C'Ilr Peter Griffiths thought it likely that the appearance of the sub-station in its surroundings would soften of its own accord, as the ground recovered, and growth came back. Members felt that the site would best be left to recover gradually of its own accord, and did not make any decisions on specific measures.

Discussion of arrangements for planting of commemorative tree for Queen's Platinum Jubilee, and associated plaque

Members noted that the two commemorative trees had been planted. It was mentioned that they would need regular watering twice a week in dry spells until well-established.

Matter of mounting stones for commemorative plaque still in hand with C'Ilr Peter Griffiths to pursue with A.C. Aggregates.

The matter of the request from the local W.I. to plant a tree in the playpark was again mentioned. However, C'Ilr John Evans advised that their tree had apparently been planted in someone's private garden. The exact situation regarding this to be clarified by C'Ilr John Evans with the W.I. prior to the February meeting.

Discussion of arrangements for ongoing maintenance of planting at Burton Ferry seating area adjacent to pontoon

C'Ilr Scott Sinclair had sought suggestions for someone to carry out occasional maintenance of the planted area. One had been put forward, but had so far presented difficulties in making contact. C'Ilrs Peter Griffiths, Derek Jones and Fiona Hart had also got possible names in mind, and undertook to make enquiries / pass these on to C'Ilr Scott Sinclair as possible.

Discussion of possible provision of community stretcher for use in emergencies

This had been placed on the agenda following a recent medical emergency in the community where someone had to be manhandled into a private vehicle by six people due to lack of ambulance provision. Matter to be tabled for discussion in February. In the meantime, C'Ilr Fiona Hart undertook to research information on possible options for such a provision.

Any other business

Potholes. Ongoing problems / deterioration of potholes at Sardis and Burton were highlighted by Members. It was noted that these had been reported multiple times, had gone unaddressed, and were considered to be possible highway safety hazards. Clerk to ask P.C.C. to meet Members on site to look at the potholes. C'Ilrs Robin Howells and Peter Griffiths offered to attend a site meeting if this could be arranged.

Vehicle-activated sign, Burton. The apparently incorrectly oriented solar panel on the sign close to Brompton Park had again been raised by a local resident, due to the sign going off in period of low light. The Clerk informed Members that he had discussed this with P.C.C. again earlier that week. They had verbally undertaken to take a look at it the following week.

Arrangements for disposal of cuttings., etc., from community-owned / controlled land. To be tabled for discussion in February, to enable proper arrangements to be put in place.

The meeting ended at 9-05 pm. Next meeting to be held at 7pm on Wednesday 1st February 2023.