

## **BURTON COMMUNITY COUNCIL**

**Minutes of the monthly meeting held online via the Zoom videoconferencing platform, on  
Wednesday 6<sup>th</sup> September 2023, 7pm.**

**Present:** Cllrs Paddy McNamara (Chairman), Robin Howells, John Evans, Laurence Price, Scott Sinclair, Nia Phillips; Peter Horton (Clerk).  
**Apologies:** C'llrs Peter Griffiths, Fiona Hart, Vicky White, Derek Jones, John Mathias.

### **Declarations of known interests**

None.

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

There were no members of the public present.

### **Approval of minutes of the July 2023 monthly meeting**

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

### **Approval of minutes of the E.G.M. held on 4<sup>th</sup> August 2023**

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

### **Matters arising**

**Litter bins.** P.C.C. had advised that they were waiting for the playpark to reopen before replacing the litter bin.

**Telegraph pole.** Members reported that the pole replacement had still not been done. Clerk to contact Openreach again regarding the matter.

**Copper Beech.** It was reported that the Copper Beech tree planted in the verge in Burton had now been removed and re-planted elsewhere.

**Burton Ferry toilet block.** C'llr Scott Sinclair had spoken with the publican at the Jolly Sailor, who was entirely supportive of the toilet block being kept open. Agenda item to be tabled for discussion in October.

**Planned car boot sale.** Members were informed that a revised date of Saturday 16<sup>th</sup> September had been set for the car boot sale on Houghton Playing Field.

### **Plans**

#### **Application consultations**

**23/0414/PA** - Rear extension to Hazelgrove; Site Address: Hazelgrove, HOUGHTON, Milford Haven, Pembrokeshire, SA73 1NN – no comments.

**23/0467/PA** – Two storey extension creating a ground floor kitchen and utility with a first floor bedroom and ensuite; Site Address: 1, Hill Crescent, HILL MOUNTAIN, Milford Haven, Pembrokeshire, SA73 1ND – no comments.

#### **Notifications of refusals received**

**23/0116/PA** - Take down existing single storey kitchen and replace with a two storey extension  
Site Address : 1, Hill Crescent, HILL MOUNTAIN, Milford Haven, Pembrokeshire, SA73 1ND

### **Correspondence**

1) P.C.C. – Information on proposed footpath works to be carried out in Upper Burton – Members were supportive of the proposals. C'llr Scott Sinclair commented on the lack of

information on the plans regarding the location of the existing speed-activated sign in relation to the proposed pavement works. Clerk to seek clarification on this from P.C.C.

- 2) Local resident – copies of messages to local authorities on water quality issues at Burton Ferry – noted.
- 3) P.C.C. – Confirmation of intention to install two new speed activated signs in Houghton as part of highway improvement works currently in hand – noted.
- 4) P.C.C. – request for B.C.C. to recalibrate the two Speed-activated signs in Burton and Burton Ferry to accommodate the new 20mph speed limit – the Clerk confirmed that P.C.C. had subsequently agreed to arrange the re-calibration directly.

### **Accounts**

#### **Payments**

George Bevan (grass cutting)	:	£ 400-00
R.D. Plant Hire (fencing preparatory works)	:	£ 900-00
Richard Thomas (fencing works)	:	£11031-60
Clerk (salary / fixed expenses July – September)	:	As per contract
H.M.R.C. (PAYE tax on above)	:	As per contract

The above payments were approved by Members (proposer C’Ilr Paddy McNamara, seconder C’Ilr John Evans).

### **Discussion of progress on proposed project at Houghton Play area**

**Fencing.** Members were informed that the old fencing had been removed, and all preparatory work and new boundary fencing completed.

**Play equipment.** All old redundant play equipment and matting had been removed, and the area was ready for the installation of new play equipment. C’Ilr Paddy McNamara mentioned that some volunteer help was needed for grass seeding of bare areas.

**Wild area.** This needed a small digger to make two paths and lay bark chippings on membrane. The three benches needed to be installed, with concrete slabs needing laying in readiness. Volunteer assistance was required for this work. C’Ilr Nia Phillips offered to speak to her partner, and C’Ilr Laurence Price also offered help with the work.

**Funding.** Members were content that all funding for the scheme was in hand. However, the Clerk had prepared a cash flow projection that showed a projected bottleneck in the available funding for paying the invoice for the main playpark installation when received. C’Ilr Paddy McNamara undertook to discuss possible staged payments with the contractor, and Clerk to investigate the council’s options for temporary funding assistance from other councils with surplus funds on hand.

### **Discussion of development of land at Hill Crescent for community use**

It was confirmed that an informal approval had been given for work to proceed, but formal lease documentation was still awaited from P.C.C. A promised site meeting was also awaited. C’Ilr Nia Phillips had completed and submitted an application seeking up to £4000 in grant funding to help with developing the site, and a determination was currently awaited on this. Any additional funding needed had been stated as coming from local fund-raising, and C’Ilr Nia Phillips confirmed that this might include proceeds from events held on the Houghton Playing Field. If grant funding was not forthcoming, then the work to develop the site might need to be more gradual. However, Members noted that the site would effectively be a blank canvas for development. C’Ilr Paddy McNamara offered to assist with providing some plant for the land clearance if and when necessary.

### **Discussion of boundary issues / tree issues on common land at Houghton**

The Clerk had received confirmation from the Common Land Officer offering to attend a site meeting. Clerk to ask him to arrange to meet C’Ilr Robin Howells, preferably one morning later

that week, but otherwise the following week if possible. Clerk to forward copies of all the relevant available Land Registry plans of surrounding land to C’lr Robin Howells in readiness, and also to ask the Common Land Officer to bring a plan of the common land to the site meeting. Matter to be tabled for further discussion in the October meeting.

#### **Discussion of community governor position at Cleddau Reach School**

The Clerk had received confirmation from P.C.C. Governor Support Services that the school board of governors had withdrawn from the P.C.C. service level agreement. The Clerk had subsequently sent an email to the school seeking information about the additional governor position on their board of governors, and was currently awaiting a response.

Clerk to contact them again to chase up a response, and also to ask for copies of the minutes of the board of governors’ meetings to be copied over to the community council.

#### **Discussion of possible future events on Houghton Playing Field**

Members were reminded that the organisation events on the playing field had been agreed in principle in the E.G.M. held in August. The Clerk reminded Members of the importance of carrying out basic risk assessments for all events, and noting them in the minutes. Thanks were expressed to C’lr John Evans for facilitating hall usage in connection with events held. C’lr Nia Phillips mentioned that advertising events via a Facebook page might be a possibility in the future. Matter to be kept on the meeting agenda as a regular item for the future months to allow for any updates.

#### **Discussion of necessary maintenance on public footpath between Bowling’s Corner and Hill Mountain**

The Clerk had reported the issue to P.C.C., and the work had now been completed.

#### **Any other business**

**Proposed pods planned as additional accommodation at Beggar’s Reach Hotel.** Members had become aware of many expressions of concern about the proposals, including on the local Burton Facebook page. As a result of this, investigations had been carried out into the proposals. It had been confirmed that a Certificate of Lawful Use application had been submitted by the Beggar’s Reach Hotel to Pembrokeshire County Council Planning Department, seeking a determination as to whether or not planning consent would be required for the development. It had been formally confirmed in August by the Planning Department that planning consent was not required for the development. This was because it did not involve any change of use of the land, and the pods proposed would constitute temporary structures. This being the case, Members were satisfied that nothing further could be done.

**Highway improvements, Houghton.** C’lr John Evans had received calls from the residents at Myrtle Cottage, Houghton, and some other neighbouring residents. They were concerned at the non-provision of a footpath outside their property frontages as part of the work recently undertaken. It had been their understanding that this had been part of the proposals, and had been promised. C’lr John Evans undertook to discuss the matter with C’lr Fiona Hart, who was understood to have more detailed knowledge of the scheme. C’lr Laurence Price also undertook to seek clarification from C’lr Fiona Hart regarding the status of the field entrance at the south end of the village.

**Cleddau Bridge.** C’lr Laurence Price commented that there had been two recent fatalities around the northern end of the bridge. Matter to be tabled for discussion in October, with a view to discussing possible links with traffic speeds, and a possible need to re-visit the need for highway improvements at the northern end of the bridge. In the meantime, the Clerk undertook to seek views in the P.C.C. Highways Department.

The meeting ended at 8pm. Next meeting to be held at 7pm on Wednesday 4<sup>th</sup> October 2023.