

Burton Community Council
Annual Report 2021-2022

Burton Community Council incorporates the areas surrounding the villages of Sardis, Hill Mountain, Houghton, Port Lion, Burton and Burton Ferry. Meetings are held on the first Wednesday of each month (except August).

Burton Community Council has eleven council positions, of which ten are currently filled as follows :

Robin Howells (Chairman)
Paddy McNamara (vice-Chairman)
John Evans (representative to Burton Jubilee Hall Committee)
Fiona Hart
Derek Jones
John Mathias
Nia Phillips
Laurence Price
Scott Sinclair
Vicky White

Peter Horton is Clerk to Burton Community Council and the initial point of contact.

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Burton Community Council controls, either solely or jointly, the following areas of publicly-accessible land:

- **Houghton Playpark;** an area of approximately 0.2Ha comprising a playpark and adjacent wooded area situated on the junction of Vale Road Houghton and the main Burton Road.
- **Houghton Playing Field** an area of approximately 0.8Ha of grassed recreational land, situated on the edge of Houghton, and used by the public as general amenity land and for car parking.

Financial Information

Income

The Community Council's income is from precept collected via local Council tax. This is £17500 for the 2021/22 financial year.

Expenditure

The Community Council's budget for the 2021/22 financial year was £24680. The following report on anticipated expenditure for the year, and projected expenditure for the 2022/23 financial year, was presented to the January 2022 monthly meeting :

Burton Community Council budget review / 2022/23 proposed budget

EXPENDITURE

	<u>Sum</u> <u>precepted</u> <u>for 21/22</u>	<u>Expenditure</u> <u>April-Dec</u> <u>2021</u>	<u>Further</u> <u>projected</u> <u>Expenditure</u>	<u>Total</u> <u>projected</u> <u>for 21/22 year</u>	<u>PROJECTED</u> <u>EXPENDITURE</u> <u>FOR 2022/23</u>
Open spaces					
Playing field maintenance	£ 1200	£ 620	£ 200	£ 820	£ 1200
Playing field lease	£ 200	£ 200	£ -	£ 200	£ 200
Playpark fencing replacement	£ 2000	£ 450	£ -	£ 450	£ -
Burton Ferry area maintenance	£ 1300	£ -	£ 1300	£ 1300	£ 500 ⁽¹⁾
Church pond maintenance	£ 1000	£ -	£ -	£ -	£ 1000
Bus / ped. shelter maintenance	£ 3000	£ -	£ 840	£ 840	£ 1000 ⁽¹⁾
Noticeboard maintenance	£ 500	£ -	£ -	£ -	£ 500 ⁽²⁾
New speed-activated signage	£ -	£ -	£ -	£ -	£ -
Ash Die-back measures	£ 1500	£ -	£ -	£ -	£ 1500 ⁽³⁾
Work on land at Hill Crescent	£ 2000	£ -	£ -	£ -	£ 2000 ⁽⁴⁾
Playpark inspection contract	£ 615	£ -	£ 615	£ 615	£ 750
Playpark general maintenance	£ 1000	£ 1350	£ -	£ 1350	£ 1500
Footpath to Jubilee Hall	£ 2125	£ 2125	£ -	£ 2125	£ -
Footpath to Sardis bus shelter	£ -	£ -	£ 1000	£ 1000	£ -
Speed-activated sign cleaning	£ -	£ 30	£ -	£ 30	£ 60
Defibrillator maintenance	£ -	£ -	£ -	£ -	£ 500 ⁽¹⁾
Staffing costs / Members' allowances					
Clerk salary / expenses	£ 4900	£ 3956	£ 1172	£ 5128	£ 5079 ⁽⁵⁾
Members' allowances	£ 1650	£ 850	£ -	£ 850	£ 1650
Training	£ -	£ -	£ -	£ -	£ 750 ⁽⁶⁾
Fixed external / admin costs					
External audit	£ 300	£ -	£ 300	£ 300	£ 300
Internal audit	£ 75	£ 80	£ -	£ 80	£ 80
One Voice Wales subscription	£ 215	£ 199	£ -	£ 199	£ 215
Elections	£ 600	£ -	£ -	£ -	£ 600 ⁽⁷⁾
Hall hire	£ 135	£ -	£ -	£ -	£ 135
Computer / I.T.	£ 200	£ -	£ -	£ -	£ 200
Chairman's chain engraving	£ 30	£ -	£ 30	£ 30	£ 30
Risk assessment	£ 100	£ 68	£ -	£ 68	£ 100
I.C.O. registration	£ 40	£ 40	£ -	£ 40	£ 40
Insurance	£ 550	£ 626	£ -	£ 626	£ 650
Bank charges	£ -	£ -	£ -	£ -	£ -
Charitable donations / grants					
General charitable grants	£ 300	£ 600	£ -	£ 600	£ 300
Burton Jubilee Hall Committee	£ 1000	£ -	£ -	£ -	£ 1000
Wednesday pm Club	£ 120	£ 100	£ -	£ 100	£ 120
Graveyard maintenance	£ 150	£ 200	£ -	£ 200	£ 200
Totals	£24680	£11494	£ 5457	£16951	£22159

SUMMARY OF PROJECTED STANDING OF ACCOUNTS ON 31/03/2022

Balance brought forward to April 1st 2021		: £16931
Total precept income April – December 2021	: £17500	
Other income received (bank interest, VAT refund)	: £ 1502	
Add total anticipated income for year to March 31st 2022	: £19002	£19002
Deduct anticipated expenditure for year		: (£16951)
Deduct ring-fenced / set aside funds from current and previous years :-		
- 20% of possible election cost 18/19, 19/20, 20/21, 21/22	: (£ 2400)	
- Hall hire cost 18/19, 19/20	: (£ 240)	
	(£ 2640)	(£ 2640)
Therefore, projected available funds on March 31 st 2022		: £ 16342

NOTES FROM 2021/22 PROJECTED OUTGOINGS COLUMN

- 1-4) Uncosted provisional estimates
- 5) Based on possible 3% NJC pay award (figures yet to be released) and £250 estimate for incidental expenses
- 6) Based on estimate of £50/Member + £200 for Clerk training
- 7) Based on 20% of estimated cost of election per year. Next scheduled election due in May 2022

Relationship with the principal council

The Community Council has no ongoing formal charters with Pembrokeshire County Council (the Principal Authority).

Audit

Audit of 2020/21 accounts. These accounts represent the most recently externally audited accounts, and were given unqualified approval by the Wales Audit Office auditors.

Achievements during the past year

Community Works grant; A successful application to Pembrokeshire County Council was made for a footpath renewal scheme at the Sardis bus shelter. Delivery of the scheme is pending. This will improve access to the bus shelter, including for residents with mobility limitations.

Enhancing Pembrokeshire Grant; A successful grant application was made to Pembrokeshire County Council for improvements to the Burton Ferry picnic area. Delivery of the scheme is pending. When complete, it will improve access to the area, including for those residents with mobility limitations.

Pedestrian shelter, Bowlings Corner; Needed maintenance was carried out to the pedestrian shelter, including repairs to the bench situated inside the shelter.

Information Board, Houghton Green; A new information board was provided, to update and improve the information available to local residents.

Houghton Playpark; Repairs and maintenance were carried out to the boundary fence of the playpark, and arrangements made to replace the seesaw with a new unit.

Land behind Hill Crescent; A formal application was made to Pembrokeshire County Council seeking a lease on the land behind Hill Crescent, for use as community recreational space. A conclusion to this process is pending.

Withybush Hospital; Numerous representations were made during the year to Hywel Dda Health Board expressing concern at ongoing and proposed downgrading of services at the hospital, and seeking a reversal of this trend.

Charitable donations; A total of £800 was donated to charities that were active in the local area.

Highway safety issues; Following the successful installation of two vehicle-activated signs at Burton and Burton Ferry in 2020, the Council has engaged in further discussions with Pembrokeshire County Council with the aim of building on this, and further improving highways safety for all residents.

Priorities for the coming year

Covid-19; The Council aims to complete a return to face-to-face meetings, while facilitating remote online access to meetings for those preferring to attend this way.

Land behind Hill Crescent; The Council aims to complete a lease on this land, for its development for community recreational purposes.

Burton Ferry land adjacent to pontoon; The Council aims to complete the improvement works to this area.

Footpath to Sardis bus shelter; The Council intends to complete the replacement of this footpath, and associated bollard work.

Queen's Platinum Jubilee; The Council aims to support financially events and activities to celebrate the forthcoming Queen's Platinum Jubilee.

Highway safety; The Council intends to continue its efforts to improve highway safety in the Community area.

Signed PETER HORTON (CLERK TO THE COUNCIL)

Date 8th April 2022