

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and online via the Zoom videoconferencing platform, on Wednesday 4th June 2025, 7pm.

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

Election of Chairman

C’llr Robin Howells was elected Chairman for the 2025/26 year (proposer C’llr Ian Thomas, seconder C’llr Vicky White).

Apologies

C’llrs Paddy McNamara, Michelle Campbell, Danny Young.

Election of vice-Chairman

C’llr Laurence Price was elected as vice-Chairman (proposer C’llr John Evans, seconder C’llr Derek Jones).

Declaration of known interests

None.

Opportunity for public representation on tabled agenda items

No members of the public were present.

Approval of minutes of May 2025 monthly meeting and 2025 A.G.M.

The minutes of the May 2025 monthly meeting and 2025 A.G.M. were approved as an accurate record (proposer C’llr Robin Howells, seconder C’llr John Evans).

Matters arising

Burton Ferry community garden. No progress to date on appointing a gardener.

Rhooseferry Lane potholes. Work to repair these was continuing well, and to a high standard.

Plans

There were no plans for consideration this month.

Correspondence

- 1) Local resident – Concerns at work ongoing on foreshore close to Jolly Sailor – Members were not concerned about the activities, which they considered were being carried out well. Members’ appreciation for the work having been carried out pre-emptively was expressed. The pontoon railings were noted as being somewhat bent, but perfectly sound, and without any work being required at present.
- 2) Local resident – Concerns about alleged breaches of condition on construction project at Kiln Park, Burton Ferry – in hand with P.C.C.
- 3) Hywel Dda – Invitation to online consultation meeting concerning future critical care services – noted, with any Member interested in attending to notify the Clerk, for the necessary link to the meeting to be requested.
- 5) Local resident – Concerns about Ash tree on land adjacent to main road, Houghton – Clerk to pass to P.C.C. Highways with a request for the tree to be inspected.
- 6) Nia Phillips – Message of appreciation for community garden, Hill Crescent – noted.

Accounts

Payments for approval

John Colnet (tree-felling)	:	£ 580-00
Clerk (salary April – June 2025)	:	As per contract
H.M.R.C. (P.A.Y.E. tax & Employer N.I. contributions)	:	As per contract
Robin Howells (Member & consumables allowance for 2025/26)	:	£208
John Evans (Member & consumables allowance for 2025/26)	:	£208
Michelle Campbell (Member allowance for 2025/26)	:	£156
Vicky White (Member allowance for 2025/26)	:	£156
Paddy McNamara (Member & consumables allowance for 2025/26)	:	£208
Laurence Price (Member & consumables allowance for 2025/26)	:	£208
Derek Jones (Member & consumables allowance for 2025/26)	:	£208
Scott Sinclair (Member & consumables allowance for 2025/26)	:	£208
Peter Griffiths (Member & consumables allowance for 2025/26)	:	£208
Ian Thomas (Member & consumables allowance for 2025/26)	:	£208
The above payments were approved by Members (proposer C’lr Robin Howells, seconder C’lr John Evans).		

External audit of 2024/25 accounts.

Members were informed that all the accounts documentation had been forwarded to the Wales Audit Office.

Discussion of possible lease of land at Barnlake from P.C.C.

C’lr Scott Sinclair had circulated a proposal document with recommendations on how to proceed, following site meetings and discussions between himself, C’lr Laurence Price and C’lr Paddy McNamara. The recommendations were based on the previous report provided to Members, and comprised the following five elements :

- 1) In principle, to agree to proceed with the lease offered by P.C.C., on the basis of the draft Heads of Terms prepared by P.C.C. This would be subject to clarification on certain issues, including the legal implications of becoming responsible for the right of way crossing the site;
- 2) Agreement that BCC should plan for the initial clearance work, get quotes for that work and negotiate support from PCC;
- 3) Agreement to the provision of a new bench at the site;
- 4) Agreement to budget for ongoing clearance and maintenance on a twice-yearly basis;
- 5) Request provision by P.C.C. of a new litter bin at the site.

C’lr Peter Griffiths commented that the site should be taken on as an asset, rather than an immediate liability, and that P.C.C. should be asked to clear the land to an acceptable standard before commencement of the lease. It was confirmed that funding support from P.C.C. for prior clearance of the land had not been discussed formally, but would be.

Members were content to proceed on the basis of all five recommendations, and thanked C’lrs Scott Sinclair, Paddy McNamara and Laurence Price for the work undertaken to date.

C’lr Scott Sinclair to liaise with C’lr Paddy McNamara regarding next steps, and let the Clerk know when and what to write to P.C.C.

Clerk to investigate possible funding streams for a new bench for the site.

Discussion of speeding problems in Community

Clerk to contact P.C.C. to request a site meeting to discuss the ongoing speeding problem in the community, and consider possible measures that could be taken to address this. C’lrs Derek Jones, Peter Griffiths and Fiona Hart offered to attend any site meeting arranged, subject to their individual availability.

Discussion about the use of the road under the Cleddau Bridge and concerns about the main road junction to be tabled as a stand-alone agenda item for July.

Any other business

Vehicle parking at junction of Barnlake and main road. This was raised as a concern by a local resident in a social media post, and passed on by C'llr Fiona Hart.

Information board, Houghton Green. Reported deterioration in the condition of the information board to be tabled for discussion in July.

Community well, Port Lion. Maintenance of the well to be tabled for discussion in July.

Bus stop on junction of Ashdale Lane and main road. Encroachment of trees onto the bus shelter, and associated restriction in visibility, to be tabled for discussion in July.

The meeting ended at 7-50pm. Next meeting to be held at 7pm on Wednesday 2nd July 2025.