

## **BURTON COMMUNITY COUNCIL**

**Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and online via the Zoom videoconferencing platform, on Wednesday 4<sup>th</sup> March 2026, 7pm.**

**Present:** Cllrs Vicky White, Peter Griffiths, Derek Jones, Scott Sinclair, Michelle Campbell, Robin Howells, John Evans; County Councillor Danny Young, Peter Horton (Clerk).

### **Apologies**

C'llrs Fiona Hart, Laurence Price.

### **Declaration of known interests**

None.

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

There were a number of members of the public present, who wished to make representations on Correspondence item 09, and were invited by the Chairman to hold their comments until consideration of this item.

### **Approval of minutes of February 2026 monthly meeting**

The minutes were approved (proposer C'lr John Evans, seconder C'lr Derek Jones).

### **Matters arising**

**Lighting for Houghton Playing Field.** Members were informed that Ian Thomas had delivered a post to C'lr Laurence Price for use in erecting the solar-powered light. It was not known if the light had been put up yet.

**Ash tree, main road.** Nothing to report.

**Barnlake.** Members were informed that the clearance work at Barnlake Woods had been completed satisfactorily, and had set up the area to be in a better state for long term maintenance. A new bench had also been provided by P.C.C. A group of local residents had arranged a meeting to discuss setting up a volunteer group for ongoing work. C'lr Scott Sinclair indicated that he would be seeking a further agenda item at some time in the future regarding this.

### **Plans**

#### **Planning application consultations received**

**25/0961/PA** – Variation of condition 2 (approved plans) of planning permission 08/1262/PA (Renewal of planning permission 03/0284/PA. Erection of dwelling).  
Site Address: Carefree, Ashdale Lane, LLANGWM, Haverfordwest, Pembrokeshire, SA62 4NU – No comments

**25/0973/PA** - Alterations and extension and increase in residential curtilage. Site Address: Valley View, Sardis Cross, SARDIS, Haverfordwest, Pembrokeshire, SA62 4NR – No comments

#### **Planning consents notified**

**25/0585/CL** - Works sufficient to constitute the lawful implementation of planning permission 08/1262/PA (Renewal of planning permission 03/0284/PA. Erection of dwelling); Site Address: Plot adjacent to "Carefree", Ashdale Lane, Llangwm, Haverfordwest, Pembrokeshire, SA62 4NU

## **Correspondence**

- 01) P.C.C. – Agreement to work carried out at Barnlake – dealt with in ‘Matters Arising’ above.
- 02) P.C.C. – Response to message sent in about various highways issues – noted.
- 03) P.C.C. – Response to message about grit bins – dealt with in agenda item below.
- 04) P.C.C. – Confirmation of rejection of Places for Nature application for grant funding due to internal P.C.C. governance issues – noted.
- 05) P.C.C. – Consultation on proposed speed limit changes between Burton and Burton Ferry – Noted, and no response to be sent in.
- 06) P.P.S. Pembrokeshire – Quotation for playpark inspections – noted.
- 07) P.C.C. – Consultation on proposed waiting restrictions at Barnlake – noted.
- 08) Ian Thomas – message of resignation from community council – agenda item to be tabled for April to consider any action to advertise the vacancy.
- 09) Local resident – concern over blocking of established footpath at Burton Ferry, with fencing having been erected at western end of Nato jetty. Local residents present were invited by the Chairman to address the meeting. They explained that the route involved had been used for many years / decades, and that its loss was being felt by those who had used it over a long period of time. Members discussed ways to try and address the problem. It was suggested that, initially, speaking informally with the landowner might be helpful. C’lfr Scott Sinclair undertook to do this, and report back on the outcome of this. The Clerk outlined the basic process for a formal process for applying for the route to be added to the definitive map of public rights of way, in case the residents involved should decide this was something they wished to pursue. The two approaches were confirmed as being possible to carry out in tandem if this seemed appropriate. Clerk to forward to the residents involved the forms and guidance notes, in order that they could pursue the formal route if they wished to do so. Matter to be placed on April meeting agenda for any necessary discussion.

## **Accounts**

### **Payments**

Easy Websites (direct debit for website)	: £ 36-96
Clerk (salary, January – March)	: As per contract
H.M.R.C. (PAYE tax / N.I. contributions)	: As per contract
Clerk (incidental expenses, October – March)	: £ 241-41
F.J. Groundworks (INV-1038)	: £1665-29

The above payments were approved by Members (proposer C’lfr Robin Howells, seconder C’lfr Vicky White).

### **Discussion of proposals for Burton Ferry Pontoon Garden**

C’lfr Scott Sinclair circulated a basic risk assessment document and outline of approach to the work, which was to be agreed by those volunteers involved in working on the site. Members were content with this.

### **Discussion of arrangements for annual asset and financial risk assessments**

Clerk to carry out both risk assessments as for the previous year.

### **Any necessary discussion of possible grit bin provision in community**

It was confirmed that P.C.C. had rejected the proposed grit bin site at Meadow Park, as it was not sufficiently level. They had also requested confirmation of how level the proposed location at Port Lion was. C’lfr Vicky White to send photographs of the Port Lion site to the Clerk for these to be forwarded to P.C.C. Members to let the Clerk know of any suggestions for alternatives to the Meadow Park location.

**Discussion of possible adoption of Local Resolutions Policy for Members, and Grievance Procedure for staff**

Deferred to April, and clerk to circulate the drafts in advance of the meeting.

**Discussion of potential actions towards possible re-opening of toilet block at Burton Ferry**

Deferred for discussion in April.

**Discussion of Rights of Way issues in Port Lion**

The Clerk confirmed that the relevant forms had been Forms have been circulated to Members, for completion and return to him by anyone that had used the route over a period of time.

**Any necessary discussion of allocation of training courses for Members, pursuant to adoption of the B.C.C. training plan**

Members were informed that P.C.C. had offered to undertake online Code of Conduct training at 7pm on Monday 20<sup>th</sup> April. Members were encouraged to consider attending this if possible. Clerk to forward the Teams invitation to all Members once received. C'lr Vicky White requested to attend the scheduled Induction course being run by O.V.W. the following evening. Clerk to make arrangements accordingly.

**Any other business**

**April monthly meeting.** To be kept unchanged at April 1<sup>st</sup>.

**Water quality concerns.** Agenda item to be tabled for April, to discuss / review ongoing concerns over water quality issues in the Cleddau waterway. In particular, it was suggested that the council should revisit the debates had with Welsh Water in 2023.

The meeting ended at 8-10pm. Next meeting to be held at 7pm on Wednesday 1<sup>st</sup> April 2026.