

## BURTON COMMUNITY COUNCIL

### **Minutes of the monthly meeting held online on Wednesday 2<sup>nd</sup> September 2020, 6pm**

**Present:** Cllrs Vicky White, Laurence Price, Paddy McNamara, John Mathias, Nia Phillips, Derek Jones, Alun Williams, John Evans, Scott Sinclair (vice-Chairman); Peter Horton (Clerk).

**Apologies:** C'lr Robin Howells.

The meeting was chaired by C'lr Paddy McNamara (Chairman).

#### **Declarations of known interests**

C'lr Paddy McNamara declared a personal and prejudicial interest in the item on the footpath between the playing field and Jubilee Hall, as the path would be crossing the entrance to the bungalow next to the Jubilee Hall, of which he was the owner.

C'lr Laurence Price declared a personal and prejudicial interest into the planning application consultation ref. 20/0208/PA (Variation of condition 2 (Commencement of development) of planning permission 12/0683/PA to allow for an additional time for the erection of 4 dwellings to be implemented - Site Address: Land to the Rear of 20 Burton Road, Houghton, Milford Haven, Pembrokeshire, SA73 1NP), as the landowner and applicant.

#### **Minutes of July 2020 monthly meeting**

The minutes were agreed as an accurate record of the meeting, and held by the Clerk for signature by the Chairman following the meeting (proposer C'lr John Evans, seconder C'lr Scott Sinclair).

#### **Matters Arising**

**Jubilee Hall request for grant assistance.** No further information received to date.

**Common land / bridleway at Houghton.** No further developments to date. Note to hold for future discussion as and when necessary.

**Risk assessment actions needed in connection with potential absence of Clerk.** Held for discussion at the next physical meeting.

**Potential lease of land off Hill Crescent.** Held for further discussion after the planned site meeting between C'lr Nia Phillips, Derek Jones and Scott Sinclair (for B.C.C.) and officers from P.C.C.

**Dog agility sessions, Houghton Playing Field.** Members had been informed that the request for proposed sessions on the playing field had now been withdrawn.

**Members' annual allowance.** All the cheques for the allowance had now been sent out to all Members who had not requested that it be waived. Subsequent advice from O.V.W. had highlighted that the allowance was taxable. Some Members had asked for the tax to be deducted at source, via the Community Council P.A.Y.E. account, and the Clerk had implemented this. Other Members were reminded that they would be responsible for making arrangements to pay this directly via their own tax returns, etc.

**Badger Wood.** The Clerk informed Members that the Planning Enforcement Officer from P.C.C. had still not visited the site, but expected to do so in the near future. However, he had rejected the request for a joint site meeting between him, the landowner, and a Member of the Community Council. Members decided that a direct meeting with the landowner could be a way forward. Clerk to write to the landowner, and ask him for a site meeting with C'lr Alun Williams on behalf of the Community Council. Clerk to provide the landowner with contact details for C'lr Alun Williams, and invite him to make direct contact to set up a convenient time for a meeting (proposer C'lr Paddy McNamara, seconder C'lr Nia Phillips).

## Plans

### Applications

**20/0208/PA – Variation of condition 2 (Commencement of development) of planning permission 12/0683/PA to allow for an additional time for the erection of 4 dwellings to be implemented - Site Address: Land to the Rear of 20 Burton Road, Houghton, Milford Haven, Pembrokeshire, SA73 1NP – No comments.**

[NOTE – C’lfr Laurence Price left the meeting during discussion of this application].

**20/0291/PA – Variation/Removal of condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA - Site Address: Plot 15, Houghton Nursery, Houghton, SA73 1NW – NC. JE / DJ] – No comments.**

**20/0300/PA - Residential development (outline with access for consideration), indicative layout 3 dwellings - Site Address: Lawnswood, School Road, HOUGHTON, Milford Haven, Pembrokeshire, SA73 1NN – Members opposed the application on the basis of concerns over the inadequacy of the sewage disposal infrastructure in Houghton to support additional development. Clerk to check if any part of the application site fell outside the Houghton settlement limits. If it did, then the application to be opposed on this basis as well (proposer C’lfr Scott Sinclair, seconder C’lfr Alun Williams).**

[NOTE – C’lfr John Mathias entered the meeting at this point with apologies for being unavoidably delayed].

### **Planning consents issued (for information)**

**19/1201/PA – Alterations and Extensions - Site Address: Bryn Rhyd, Burton Ferry, Burton, Milford Haven, SA73 1NX**

**20/0120/PA – Single storey extension to dwelling - Site Address: 5, Hill Crescent, HILL MOUNTAIN, Milford Haven, Pembrokeshire, SA73 1ND**

**20/0198/PA - Proposed Attic Conversion and Reconfiguration of Existing Dwelling - Site Address: Warriors Reach, Kiln Park, BURTON FERRY, Milford Haven, SA73 1NY**

## Correspondence

- 1) Mr. Bob Guy – expression of interest in joining Community Council – discussed in agenda item below.
- 2) P.C.C. – Invitation to submit nominations for Members of Standards Committee – noted, and any interested Members to notify Clerk accordingly.
- 3) P.C.C. – Update on progress regarding Burton / Burton Ferry traffic measures – dealt with in agenda item below.
- 4) Katie Gurney – Confirmation that she will not now be seeking use of Houghton Playing Field for dog agility sessions – noted.
- 5) P.C.C. – Confirmation of guidelines underpinning re-opening of Community facilities – noted.
- 6) Laurence Price – quotation for works at Sardis bus shelter – C’lfr Price mentioned that it was currently difficult sourcing anyone to do the work. He thought that many contractors were snowed under with work, and maybe didn’t want the job because it was too small. Members were of the opinion that the single quotation received was too expensive. It was agreed that the Clerk should write to P.C.C. and ask for a bus shelter sign, double yellow lines and an upgraded footpath to meet current guidelines, based on the fact that this was a designated public bus stop. Clerk to write to P.C.C. to make the request (proposer C’lfr Alun Williams, seconder C’lfr Scott Sinclair).
- 7) Laurence Price – plans of proposed footway works at Houghton – dealt with in agenda item below.
- 8) One Voice Wales – Information on online training – noted.

## Accounts

### **Income**

C’lrr Alun Williams (repayment of untaxed Member allowance)	:	£ 150-00
C’lrr John Evans (repayment of untaxed Member allowance)	:	£ 150-00
C’lrr Paddy McNamara – cancelled cheque for Member’s allowance	:	£ 150-00
P.C.C. (precept second payment)	:	£5833-00

### **Payments**

Clerk (salary, July – September 2020)	:	As per contract
C’lrr Alun Williams (Member’s allowance, 2020,21)	:	£120-00
C’lrr John Evans (Member’s allowance, 2020,21)	:	£120-00
H.M.R.C. (P.A.Y.E. tax for all the above payments)	:	£298-10
Diocese of St. Davids (Lease for Houghton Playing Field)	:	£200-00

### **Audit**

The Clerk informed Members that all the requisite information for the 2019/20 accounts was now with the external auditor.

The above items were approved by Members (proposer C’lrr Laurence Price, seconder C’lrr Derek Jones).

## **Update on traffic measures for Burton and Burton Ferry, and discussion of speeding problems in rest of Community area**

C’lrr Scott Sinclair informed Members that the P.C.C. consultation on the proposed 40mph zone had been completed, and the change confirmed. P.C.C. was now preparing to install the signage for this. They had accepted the scheme proposals for the vehicle-activated signage as submitted formally to them by B.C.C., and were obtaining and programming the installation of the two posts required for this. C’lrr Sinclair also mentioned that P.C.C. had not required a license fee for the streetworks to be submitted by B.C.C., which was a very welcome saving. It was also confirmed that the vehicle-activated signs had been formally ordered from Coeval. Delivery was expected on or around 9<sup>th</sup> October, by which time P.C.C. was expected to have completed the preparatory works.

Members then discussed possible similar works in other parts of the Community area. It was noted that the work in Burton / Burton Ferry had been made possible due to the combined fund-raising efforts of the local residents, and match-funding provided by B.C.C. The historical existence of vehicle-activated signage along the main road was mentioned. It was generally felt that this had not been deemed worthwhile to maintain in the end. C’lrr John Evans mentioned some recent incidents along the main road that gave reason for concern over the situation with speeding. It was agreed that the Clerk should contact the Police to request more speeding enforcement along the main road (proposer C’lrr John Evans, seconder C’lrr Alun Williams). Agenda item to be tabled for next physical meeting to discuss footpath provision between Houghton and Hill Mountain.

## **Discussion of arrangements to fill vacancy following the loss of C’lrr Michael Pettit**

Members agreed to delay advertising until resumption of physical meetings. Matter to be placed on agenda for discussion at next physical meeting.

## **Discussion of problems with progressive downgrading of services at Withybush hospital**

Deferred for discussion at next meeting.

### **Discussion of arrangements to provide footpath from car park to Jubilee Hall**

[NOTE – C’lr Paddy McNamara left the meeting during discussion of this item, after handing chairmanship to C’lr Scott Sinclair].

C’lr’s Laurence Price and John Evans had been liaising with Richard Murray and Anthony Price of P.C.C. over the proposed scheme details. As a result, final plans had been circulated, showing the scheme proposals, which included a branch of the footpath leading to the information board in addition to the main footpath alongside the road. Members agreed to accept the proposals as drawn, and on the basis of the contribution of £2125 that would be payable by the Community Council (proposer C’lr Laurence Price, seconder C’lr John Evans). Clerk to write to P.C.C. confirming the agreement of the Community Council to the proposed works on this basis.

Members extended their thanks to C’lrs Laurence Price and John Evans for their work in bringing the scheme to this point.

[NOTE – at this point C’lr Paddy McNamara returned to the meeting, and resumed chairmanship].

### **Discussion of Western Power proposals for ground mounted sub-station on Houghton Common**

C’lr Paddy McNamara reminded Members that the proposed scheme would bring benefits to the whole village.

The Clerk informed Members that he had been in discussion with Mr. Dan Earle of Western Power. Mr. Earle had confirmed a firm offer (albeit verbally transmitted) of a £1000 lump sum compensation payment to the Community Council for the loss of the land, plus an £80/year wayleave payment. Members agreed to accept this offer (proposer C’lr Scott Sinclair, seconder C’lr Nia Phillips). Clerk to convey acceptance of the offer to Western Power.

### **Any Other Business**

**Meetings at Jubilee Hall.** C’lr John Evans referred to the new W.G. guidelines allowing halls to re-open. He thought it should be possible for the Community Council to meet there, as he was confident that there would be room for twelve people in the hall, allowing for the need for social distancing. It was confirmed that this was subject to the Jubilee Hall Committee completing a Covid risk assessment, a copy of which would need to be made available to the Community Council. C’lr Scott Sinclair asked for confirmation that members of the public would still need to be excluded from meetings for the time being, and it was confirmed that this would in all probability be the case. C’lr John Evans undertook to work towards a resumption of Community Council meetings in the Hall in time for the October meeting.

**Memorials to deceased Members.** Agenda item to be placed on October meeting agenda for discussion of this matter. In the meantime, Members were asked to give thought to what might be appropriate.

**Footpath, Hill Mountain – Sardis.** C’lr Alun Williams reported that the path had become overgrown again, especially around the telegraph poles and streetlights, where lack of verge trimming meant it had grown right out from the hedges. Clerk to write to P.C.C. to ask for the matter to be addressed as a safety issue.

**Potholes.** Clerk to report potholes in Rhooseferry Lane, one around 100m past The Chase (before the residential home), and another further down the road, at the point where multiple turn-offs are, to Benton Castle, etc. Another pothole alongside a manhole cover in the carriageway on the main road by the bend outside the old Stable Bar in Burton, by the junction with Church Road.

**Ash die-back.** Agenda item to be tabled for the next meeting to discuss this.

The meeting ended at 7-20pm. Next meeting to be held on Wednesday 7<sup>th</sup> October 2020