

## BURTON COMMUNITY COUNCIL

### **Minutes of the monthly meeting held online on Wednesday 7<sup>th</sup> October 2020, 6pm**

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

The meeting was chaired by C'lr Scott Sinclair (vice-Chairman).

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

None.

#### **Minutes of September 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 Derek Jones, seconder C'lr John Mathias).

#### **Matters Arising**

**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. Clerk to discuss with C'lr Paddy McNamara suitable arrangements for this, in preparation for discussion at a future meeting.

**Potential lease of land off Hill Crescent.** Still on hold pending the planned site meeting between C'llrs Nia Phillips, Derek Jones and Scott Sinclair (for B.C.C.) and officers from P.C.C.

**Planning application ref. 20/0300/PA.** The Clerk confirmed that he had checked, and no part of the application site fell outside the Houghton settlement limits.

**Sardis bus shelter.** The Clerk confirmed that the request for works at Sardis bus shelter had been referred to P.C.C., and a substantive response was awaited.

**Speeding enforcement along Main Road, Hill Mountain / Sardis.** The Clerk confirmed that he had contacted the Community Police Officer to request increased speeding enforcement at this location. She had undertaken to pass this on to the Pembrokeshire Roads Policing Unit for attention. She had also recommended lodging a request on the GoSafe website. The Clerk confirmed that this had also been done.

**Open Member Vacancy.** To be deferred until next physical meeting.

**Footpath from Houghton Playing Field to Jubilee Hall.** The Clerk confirmed that he had agreed all the proposals formally with P.C.C., and a commencement of work was now awaited in due course.

**Western Power.** The Clerk had received written confirmation by email of the agreement for Western Power to pay £1000 lump sum + £80/year wayleave payment for the proposed work on Houghton Common, once all the formalities had been agreed with the Welsh Government, and arrangements finalised for the work.

**Footpath – Sardis to Hill Mountain.** C'lr Alun Williams confirmed that the path and hedges had been cut again. However, this had not been done adequately, with areas around the telegraph poles / lampposts uncut. Clerk to report this to P.C.C. C'lr Derek Jones mentioned that a section of verge close to Gareth Hughes Motors, on the opposite side of the road, had been badly churned up. Clerk to report this as well.

## Plans

### **Applications**

**20/0481/PA – Conversion of outbuilding to holiday unit; Site Address: Forest Hill, Thurston Lane, SARDIS, Milford Haven, Pembrokeshire, SA73 1LD – No comments.**

**20/0504/PA - CONVERSION OF DETACHED GARAGE/STUDY TO CREATE A 2ND HOLIDAY UNIT; Site Address: Rose House, BURTON FERRY, Milford Haven, Pembrokeshire, SA73 1PA – No comments.**

### Correspondence

- 1) Alun Williams – information re. apparently unauthorised building at Sardis Cross – Clerk to report to P.C.C. Planning Enforcement.
- 2) Alun Williams – Info. regarding trees at Sardis Common– dealt with in agenda item below.
- 3) P.C.C. – Confirmation of arrangements for new footpath outside Village Hall – dealt with in ‘Matters Arising’ above.
- 4) Mid and West Wales Fire and Rescue Authority - 2021-26 corporate plan consultation – noted.
- 5) Independent Remuneration Panel for Wales – draft report 2021 – Noted, and Clerk to send in a consultation response to object to the Members’ allowance being taxable.
- 6) P.C.C. – Remembrance Day reminders in connection with Covid-19 Regulations – noted.
- 7) Western Power – confirmation of agreed sums of £1000 + £80/yr for the proposed sub-station to be placed on Houghton Common – dealt with in ‘Matters Arising’ above.

### Accounts

#### **Payments**

There were no payments for approval this month.

#### **Quarterly budget review.**

The Clerk had circulated to Members a budget review effective 30<sup>th</sup> September 2020. Members noted the report, but had no matters do discuss concerning it.

### Update on traffic measures for Burton and Burton Ferry

C’lir Scott Sinclair updated Members on the current situation. The signage order was expected to be complete within the next couple of weeks. The posts had been ordered separately by P.C.C., but it had not yet been confirmed when they would arrive, or when they could be put up by P.C.C. Once that work had been completed, the manufacturer would be in a position to install the signs. This may be further complicated by Covid 19 restrictions. It was not possible to confirm a new date at present, but would almost certainly not be October 19<sup>th</sup> as originally planned. C’lir Scott Sinclair agreed to let people know as soon as a clear schedule was available.

### Discussion of situation with Sardis Common Land

An email with recent photographs had been circulated by C’lir Alun Williams. These showed a worsening situation. Quite a number of trees had been lost due to vehicles driving onto the common, and more fly-tipping had taken place. Members were in agreement that the boulders needed to be put in position. C’lir John Mathias thought he might be able to arrange this. It was left for C’lirs John Mathias and Alun Williams to liaise over getting the work done.

Members discussed how best to get the materials already dumped there removed from the land. The Common Land Officer was understood to be off work, possibly long term. It was thought possible that the individual responsible for storing at least some of the materials on the land may not realise that it is part of the common land. Clerk to write to him, enclosing a map of the common land, and bringing this to his attention (proposer C’lir Robin Howells, seconder C’lir

Derek Jones). General situation on the common land at this location to be monitored and possibly be reviewed in a future meeting.

#### **Discussion of situation regarding works undertaken at Badger Wood**

The Clerk had written to the Mr. Aled Morgan regarding the matter. As a result, Mr. Morgan had then contacted C’llr Alun Williams on 6<sup>th</sup> September to discuss the matter. He had stated that the land was actually in the ownership of his Grandfather, Mr. Alan Morgan. During the telephone conversation, C’llr Alun Williams had suggested a site meeting to view the work carried out. Mr. Morgan had agreed to this, but only at either 5-30am or 9-15pm, both of which were during the hours of darkness. Mr. Morgan had stated during the telephone call that he had been told in writing by the relevant authorities that the work carried out was acceptable. It was left with him to send copies of this correspondence to the Clerk, but nothing had been received by the Clerk. Furthermore, the Clerk understood that P.C.C. had yet to carry out a site inspection in connection with the Planning Enforcement investigation. It was agreed for the Clerk to write to (a) P.C.C. to press for a site visit, and (b) Mr. Alan Morgan, landowner, to raise the matter with him for discussion (proposer C’llr John Mathias, seconder C’llr John Evans).

#### **Discussion of footpath provision between Houghton and Hill Mountain**

C’llr John Evans mentioned that the problem of speeding through Hill Mountain was as bad as ever. It was felt that a footpath right through Hill Mountain was needed as much as ever. C’llr John Evans commented that, with the use of the hall there by the Scout Group, footpath provision was needed more than ever. It was understood that footpath provision along this route was on the P.C.C. list of future works, but not highly prioritised. Clerk to clarify with P.C.C. the exact situation regarding prioritisation of this work. Matter to be placed on the agenda for discussion at the next meeting.

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

Matter to be deferred for discussion in the New Year, due to the ongoing situation with the Coronavirus pandemic.

#### **Discussion of suitable memorial arrangements for deceased Members**

C’llr Paddy McNamara had circulated a suggestion that suitable plaques could be incorporated into the plinth on the common land adjacent to the Jubilee Hall, around the edges of the community map. It was noted that the map itself needed renewing, which had previously been in hand with C’llr Laurence Price. Whole matter to be placed on the agenda for discussion next month, to include discussion of the map renewal.

#### **Discussion of measures needed to address Ash Die-back on Community-controlled land**

Members noted that no survey had been done of the situation as it related to Community-controlled land. Clerk to seek advice from the P.C.C. Landscape Officer on how best to proceed. Matter to be placed on November meeting agenda for discussion.

#### **Discussion of necessary measures to enable a return to physical meetings in the Jubilee Hall, and any issues with Zoom meetings**

C’llr John Evans had circulated a risk assessment document prepared on behalf of the Jubilee Hall Committee. Members agreed that the provisions outlined in the document were acceptable, the risk assessment mitigated the risks adequately, and could form the basis of a return to meetings in the Jubilee Hall in the future, but without public attendance (proposer C’llr Scott Sinclair, seconder C’llr Alun Williams). However, as physical meetings were currently being discouraged, a decision on a date for a return to meetings in the Jubilee Hall was deferred for consideration at a future meeting.

**Discussion of problems with growth encroaching on pavement on Burton Hill**

Details of this had been passed by C’lir Scott Sinclair to the Clerk. Clerk to report to P.C.C. for attention.

**Discussion of arrangements for scheduling of 2020 A.G.M.**

It was agreed that the 2020 A.G.M. would be held immediately prior to the November 2020 monthly meeting, at 6pm (proposer C’lir John Evans, seconder C’lir Robin Howells).

**Any Other Business**

**Potholes.** C’lir Derek Jones reported that the potholes close to the bus shelter in Hill Mountain had reappeared for the third time. Clerk to report this to P.C.C. again. C’lir Alun Williams mentioned that damage to the carriageway edge had occurred outside a gateway leading into a field between the bus shelter and Gareth Hughes Motors. Clerk to report this at the same time.

**Member vacancy.** Matter to be placed on the agenda for November. In the meantime, Clerk to discuss with C’lir Paddy McNamara, who had previously asked for the matter to be deferred.

The meeting ended at 19-20pm. Next meeting to be held on Wednesday 4<sup>th</sup> November 2020