

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held online on Wednesday 3rd March 2021, 6pm.

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

Declarations of known interests

None.

Approval of minutes of the February 2021 monthly meeting

Under the agenda item 'Discussion of proposals to improve Burton Ferry picnic area' the sentence relating to seeking contributions was altered to read '*C'lr Derek Jones suggested asking the brewery owners of the Jolly Sailor to contribute*'.

In 'Any other business' under 'Litter picking' '*C'lr Mathias also mentioned that there was a lot of litter along the road between Mead Lodge and Hill Mountain*' was altered to read '*C'lr Mathias also mentioned that there was a lot of litter along the road between Mead Lodge and Houghton*'.

With the above amendments, the minutes were agreed as an accurate record of the meeting, and kept for signature by the Chairman following the meeting (proposer C'lr Vicky White, seconder C'lr John Evans).

In regard to publication of minutes, the Clerk mentioned to Members the requirement included in the new Local Government and Elections (Wales) Act 2021, whereby key decisions of meetings held would need to be published electronically within a few days of the meeting date. Members agreed that an agenda item should be tabled in the April monthly meeting to discuss the requirements of the new legislation, and how best to meet these. In the meantime, Clerk to notify members of the new requirements affecting community councils, and circulate information regarding the relevant legislation.

Matters Arising

Footpath, Hill Mountain – Sardis. C'llrs Alun Williams and John Evans had met with Mr. Emrys Llewellyn of P.C.C. to discuss the condition of the footpath, and possible means of improving it. Mr. Llewellyn had acknowledged that the footpath was not constructed to the relevant standards. He had not previously been aware that the section of path between the bus shelter and the field further along the road towards Sardis was actually below road level. He suggested that the community council should write to Mr. Darren Thomas of P.C.C., pointing out that the path is sub-standard. He suggested requesting roadside kerbing along the section between Gareth Hughes Motors and the bus shelter. This should alleviate runoff from the road onto the path, thus improving the situation. He also suggested that mention be made of the absence of concrete edging on the inside edge of the footpath along the same section, and ask for consideration to this being rectified. Mr. Llewellyn had mentioned that the section of path from opposite Gareth Hughes Motors to Sardis Cross would need some land purchase to sort out properly, so may not be feasible in the short term. He had suggested that it might be better to concentrate on improving the upper section first, with the lower section as a longer term objective. He had suggested pointing out in the letter that the narrowness of the path along the lower section means that vehicles have to pull across the road to avoid pedestrians, with potential danger to oncoming traffic.

Potholes – None of the potholes previously reported had yet been repaired. C'lr Alun Williams reported that the potholes on the main road between Hill Mountain and Sardis had been

discussed with P.C.C. during the site visit to discuss the footpath. The officer had said that the potholes were currently categorised as '2'. He had recommended leaving them, as it was anticipated that they would soon worsen to category '3', whereupon they would be cut out and re-laid. In addition to the potholes previously reported, Members were informed that a further large pothole had opened up opposite Shioya, Burton. Clerk to contact P.C.C. again to raise concerns about this.

Western Power. No further information regarding the proposed sub-station on Houghton Common. C'lr Laurence Price had tried unsuccessfully to contact them regarding the matter.

Sardis Cross Planning Enforcement investigation. C'lr Alun Williams mentioned that the new roof was on, gates had been hung, and the building was occupied. The Clerk confirmed that nothing further had been heard regarding the progress of the investigation. Clerk to chase this up with P.C.C.

Burton Hill footpath. C'lr Scott Sinclair reported that the removal of growth from the footpath had been completed.

Information Board, Houghton Green. C'lr Nia Phillips informed Members that the map had been printed. They were just awaiting frames to house the map. Once that had been completed, the map could be put in place. Work could then commence on cleaning all the existing memorial plaques in readiness to be placed on the plinth.

Ash dieback – Matter to be discussed in agenda item in April.

Burton Ferry picnic area maintenance / improvement work. Matter in hand with C'lr Scott Sinclair, who was looking into costings and pursuing funding opportunities as well.

Dog fouling in playpark. C'lr Laurence Price raised the issue of some individuals taking dogs into the playpark and playing field, and leaving dog mess behind. Members noted that people should not be in the playpark with dogs, especially as there is clear signage on display.

Members asked the Clerk to contact the P.C.C. Dog Warden to raise the matter as a concern. In addition, C'lr Laurence Price to seek contact details for the responsible individuals, if possible. If these could be obtained, these to be passed to the Clerk, with Clerk to then write to the individuals concerned regarding the matter.

Plans

Applications

20/0783/PA – Outline planning application for a detached dwelling (all matters reserved for future consideration); Site Address: Plot 10, Hawn Lake, Burton, Milford Haven, SA731LW. No comments.

20/0920/PA – CONVERSION OF EXISTING BARN INTO 1 BEDROOM FAMILY ANNEX AND /OR A HOLIDAY UNIT; Site Address: Outbuilding Adjacent to, 33, Pembroke Road, Sardis, Milford Haven, SA73 1LY – NC - No comments.

20/0963/DC – Discharge of condition 24 (Written Scheme of Investigation) of planning permission ref. 18/0219/PA (Residential Development - Phase 2, Barnlake Point); Site Address: Phase 2, Barnlake Point, Burton Ferry, Milford Haven, SA73 1PF – No comments.

20/0965/PA - Variation condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA to allow for amendments to approved plans for Plot 2; Site Address: Plot 2, Houghton Nursery, Houghton, SA73 1NW – No comments.

Decisions (for information).

20/0719/PA – Variation condition 2 of planning permission 08/0687/PA and supplemental reserved matters consent 11/0430/PA to allow for amendments to approved plans for Plot 7; Site Address: Plot 7, Ashmoor Gardens, Former Houghton Nursery Site, Houghton, Pembrokeshire, SA73 1NW.

20/0753/PA – External alterations and rear first floor extension; Site Address: Burton Farm House, BURTON, Milford Haven, Pembrokeshire, SA73 1NT.

20/0819/PA - Proposed single storey extension and proposed garage; Site Address:

Correspondence

- 1) Vicky Moller – Exploratory message regarding community gardens / allotments – Members noted their previous decision to seek a general community recreational use for the land off Hill Crescent. Clerk to contact P.C.C. to chase up the site meeting previously proposed to move the project forward.
- 2) P.C.C. – Response with information re. pothole repairs – dealt with in ‘Matters Arising’ above.
- 3) P.C.C. – Response re. meeting to assess footpath at Hill Mountain, and clearance work on footpath, Burton Ferry Hill – dealt with in ‘Matters Arising’ above.
- 4) Mrs. Wendy Roach, Barnlake – Concerns over traffic movements under main road – Members were agreed that, as the road in question was part of the public highway, it would not be appropriate to try and close it off, or restrict access. Members noted that previous suggestions had been made of gating the route, or closing it to through traffic. However, these had come to nothing. Members resolved to leave the matter in abeyance (proposer C’lir Nia Phillips, seconder C’lir John Evans). Clerk to respond to Mrs. Roach accordingly.
- 5) O.V.W. – Welsh Government consultation on fly-tipping policy – noted.
- 6) I.R.P. – 2021 report – Members resolved to leave all determinations exactly as for the 2020/21 financial year (proposer C’lir John Evans, seconder C’lir Scott Sinclair). Clerk to circulate a message regarding the individual Member allowance to all Members. It was agreed that the individual Member allowances would be paid to all Members after the May 2021 meeting, unless they had notified the Clerk of their intention to waive the allowance.
- 7) O.V.W. – Training schedule for March 2021 – noted.
- 8) Llangwm resident – concerns over quad-bike and scrambling activity in Badger Wood – Clerk to pass on to N.R.W. / Police, and also to P.C.C. Planning and Environmental Health Departments for appropriate action.

Accounts

Payments

Clerk (salary and fixed expenses, January – March 2021	:	As per contract
H.M.R.C. (P.A.Y.E. tax for above salary payment	:	As per contract

The above payments were approved by Members (proposer C’lir John Evans, seconder C’lir Vicky White).

Discussion of Burton Driver Feedback signs

C’lir Scott Sinclair had circulated an email to all Members prior to the meeting, summarising the situation regarding the project. The project was substantially complete. The final issue regarding objections to the location of the sign at the Houghton end of Burton Village appeared to have resolved itself. C’lir Scott Sinclair raised the matter of warranty cover for the signs. The manufacturer warranty would run until January 2023. The warranty could be extended beyond that date at a cost of 2% of the sign value per year, but this would need to be implemented before the expiry of the initial warranty. The matter of a possible need to replace the batteries in the signs after around 4-5 years was mentioned. The cost of this would be in the region of £100 per sign. Members were informed that an article about the project had been published in the Western Telegraph.

The Chairman thanked C’lir Scott Sinclair on behalf of all present for the work he had put into making the project a success.

C’lir Alun Williams asked about the possibility of retrieving vehicle speed data from the signs. C’lir Scott Sinclair understood that this was possible, though this had not been done to date, and the exact means of doing so was unknown to him.

Discussion about arrangements for resumption of public access to monthly meetings

The Clerk informed Members that the temporary Coronavirus regulations enabling the routine exclusion of members of the public from meetings were due to expire on April 30th 2021. They were not going to be extended, but were being replaced with the provisions of the new Local Government and Elections (Wales) Act 2021. Under this legislation, there was no provision for excluding members of the public over and above what had been the case prior to the pandemic. As the new legislation was not due to come into force before the April meeting, Members deferred a decision on this matter for discussion at the April meeting. Clerk to circulate information about the requirements of the legislation in advance of this to inform the discussion.

Discussion of arrangements for annual risk assessment of community assets and financial arrangements

Members asked the Clerk to complete the annual asset and financial risk assessments, these to be completed prior to the April monthly meeting.

Any Other Business

Fly-tipping. C’lir Laurence Price informed Members that some fly-tipping had been carried out down Rhooseferry lane. C’lir Price undertook to identify the exact location, and pass this to the Clerk, for reporting to P.C.C.

New legislation banning smoking in certain outdoor areas. C’lir Alun Williams raised a query regarding responsibility for placing signage and enforcing smoking bans in outdoor areas such as playparks, when this came into force. Clerk to check with P.C.C.

The meeting ended at 7-30pm. Next meeting to be held on Wednesday 7th April 2021