

BURTON COMMUNITY COUNCIL

Minutes of the monthly meeting held online on Wednesday 1st September 2021, 7pm.

Present: Cllrs Robin Howells, John Evans, Derek Jones, Nia Phillips, Scott Sinclair, Vicky White, Fiona Hart; Peter Horton (Clerk).

Apologies: C’llr John Mathias, Paddy McNamara, Laurence Price.

Declarations of known interests

None.

Approval of minutes of the July 2021 monthly meeting

The minutes were approved as written (proposer C’llr Robin Howells, seconder C’llr John Evans).

Matters Arising

Potholes. Discussed in agenda item below on Highway-related matters.

Sardis Planning. The Clerk reported to Members that there had been no further progress on the investigation. It was not anticipated that any progress would be achieved soon, due to staffing issues in P.C.C., but that the investigation was on the books and due to be investigated further in due course.

Houghton Playpark. C’llr Paddy McNamara had informed the Chairmen that the fencing work at the playpark was due to be carried out within the next 14 days or so.

Meeting with Clerk. Clerk to ask O.V.W. if they have any standard appraisal forms that could be used in such a meeting.

Hill Crescent land. Nothing further had been heard from P.C.C. Clerk to chase up progress on the lease arrangement.

Drain outside Trinity House. The Clerk had reported the matter again to P.C.C., who had informed him that they had arranged a site meeting with Western Power to try and progress the matter. Clerk to contact P.C.C. again regarding the matter, to ask them to take whatever action was needed to get the matter resolved.

Pizza fast-food outlet in Playing Field car park. The Clerk confirmed that he had contacted the pizza operators regarding use of the car park for placing tables and chairs. They had explained that they had not placed tables and chairs, but these had been brought along by customers. They had undertaken to ask customers to place any tables and chairs on the grassed area, rather than in the car park. Members did not report any ongoing problems.

Plans

Applications

21/0342/PA – Erection of replacement second bespoke holiday unit (Approved under 20/0504/PA); Site Address: Rose House, BURTON FERRY, Milford Haven, Pembrokeshire, SA73 1PA – No comments.

21/0369/PA – Erection of a Dwelling; Site Address: Port Hand, BURTON, Milford Haven, Pembrokeshire, SA73 1NX – [NOTE – the letter of objection to the application sent in by a neighbour was read out to Members]. Members empathised to a degree with the comments made in the neighbour objection letter, but felt unable to make any meaningful comment on the application based on overall public interest. No comments to be submitted in respect of the application.

21/0486/PA - Proposed two storey workshop/office out-building situated to upper rear garden; Site Address: Wyre House, 5, Kiln Park, BURTON FERRY, Milford Haven, Pembrokeshire, SA73 1NY – No comments.

Consents issued

20/1189/PA - 3 New Residential Bungalows; Site Address: Plots 6 ,7 and 8, The Old School, School Road, Houghton, Milford Haven, SA73 1NN.

21/0076/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 3; Site Address: 3, Ashmoor Gardens, Houghton, Milford Haven, SA73 1NW.

21/0221/PA – Outline planning application for a detached dwelling; Site Address: Plot 10, Hawn Lake, Burton, Milford Haven, SA731LW.

21/0503/PA - Removal of condition 2 of outline planning permission (ref: D2/82/123) & reserved matters (ref: D2/82/609) (Agricultural Occupancy); Site Address: Badger Cottage, Church Road, BURTON, Milford Haven, Pembrokeshire, SA73 1NU

Correspondence

- 1) Darren Thomas, P.C.C. – Initial response to concerns over traffic-related problems in Community – discussed in agenda item below.
- 2) P.C.C. – Confirmation of receipt of Community Works grant application for work at Sardis Bus Shelter – noted.
- 3) P.C.C. – Confirmation of programming of 115m of footway at Hill Mountain in current year’s programme – noted.
- 4) Hywel Dda Health Board – Response to query about service degradation at Withybush Hospital – noted.
- 5) Emrys Llewellyn, P.C.C. – Holding response regarding drain outside Trinity House, and potholes – dealt with in ‘Matters Arising’ above.
- 6) P.C.C. – Notification of proposed funding bid for improvements at Burton Ferry – The Clerk had heard nothing further regarding the details of the bid. Clerk to request further details of the exact proposals put forward in the bid.
- 7) Independent Remuneration Panel for Wales – Consultation on remuneration framework – noted.
- 8) P.C.C. – Notification of problem with gatepost at playpark – dealt with in ‘Matters Arising’ above.
- 9) P.C.C. – Holding message regarding repairs to water supply to toilet block, Burton Ferry – The Clerk had received a further complaint from a local resident concerned at the length of time of the closure, especially given the time of year. The Clerk had passed this to P.C.C., with a request for them to expedite the work.
- 10) O.V.W. – Information on Queen’s Platinum Jubilee events, 2022 – Clerk to continue circulating updates to Members, and an agenda item to discuss possible events to be considered in due course.
- 11) W.G. – Briefing note on requirements for meetings to have multi-locational facility – dealt with in agenda item below.
- 12) Local resident – Concerns about overhanging hedges at Trinity House affecting highway safety – the Clerk confirmed that this matter had been passed to P.C.C. Streetcare for attention. C’lir Scott Sinclair expressed concerns over the matter not having been passed directly to the landowner at the same time. Clerk to send a message to the landowner to explain the situation and the actions taken. On future similar occasions, it was agreed for the Clerk to let landowners of any communications received and passed on.

- 13) Western Power – Request to site substation on land adjacent to playpark – matter to be placed on October agenda for discussion, when it was anticipated that C’lrs Laurence Price and Paddy McNamara would be present to contribute to the discussion.
- 14) Local resident – Comments on planning application ref. 21/0369/PA – dealt with in ‘Planning’ above.
- 15) Local resident – Concerns at ongoing closure of toilet block, Burton Ferry – dealt with in Correspondence item 9 above.
- 16) W.G. – Consultation on taxes for second homes and self-catering accommodation – noted.
- 17) P.C.C. – Active Travel consultation – noted.
- 18) N.R.W. – Formal proposal / request to sub-let the land at Houghton Playing Field – discussed in agenda item below.

Accounts

Payments

George Bevan (grass-cutting July)	:	£ 160-00
George Bevan (playpark repairs)	:	£ 450-00
John Colnet (tree-felling, playpark)	:	£ 900-00
Clerk (salary and fixed expenses, July – September)	:	As per contract
H.M.R.C. (P.A.Y.E. tax for Clerk salary as above)	:	As per contract
Wednesday pm Club donation	:	£ 100-00

The above payments were approved by Members (proposer C’lr Robin Howells, seconder C’lr John Evans).

Discussion of traffic-related issues in Community

The Clerk confirmed that he had contacted P.C.C. to seek initial advice / comments on the issues raised by local residents. He had received a holding response from them concerning the matter, but little in the way of concrete proposals. C’lr Fiona Hart mentioned that she spoken to Clare Williams of P.C.C. about this matter, and Ms. Williams had told her that funds were available to address these types of issues.

C’lr Scott Sinclair mentioned the positive community impact of the exercise in Burton, and felt that a similar approach could be a possible way to approach the current concerns.

C’lr Derek Jones commented that a system where there are physical measures such as speed humps was needed to effectively address the situation. He also commented on the lack of adequate signage. C’lr Fiona Hart mentioned that P.C.C. had discouraged consideration of speed humps, due to the noise problems they sometimes caused.

C’lr Scott Sinclair felt that some preparation work should be done before seeking a meeting with P.C.C.

Members agreed for the Clerk to ask P.C.C. to a site meeting to discuss the issues raised, and possible ways to address them (proposer C’lr John Evans, seconder C’lr Fiona Hart). It was agreed that C’lrs Robin Howells and Fiona Hart would attend any site meeting arranged on behalf of B.C.C. Clerk to also ask P.C.C. for an update on the situation with needed repair of potholes in the Community area.

Discussion of proposed improvements to picnic area, Burton Ferry

C’lr Scott Sinclair had circulated an email prior to the meeting. This was shared with Members during the meeting. It provided a basic description of the proposal to enhance the picnic area. C’lr Scott Sinclair suggested that the document could be used as the basis for the public consultation exercise needed to support any grant application for funding towards the cost of the scheme. C’lr Scott Sinclair reported that his conversations to date with P.C.C. concerning the proposals had been very positive.

Members agreed to allocate £1000 from Community Council funds towards a total scheme budget of £5000, with the remaining £4000 being sought via an Enhancing Pembrokeshire grant application to be prepared and submitted (proposer C’Ilr Scott Sinclair, seconder C’Ilr Robin Howells). Grant application to propose a scheduled timetable for carrying out the work in March 2022.

It was left for C’Ilr Scott Sinclair to complete proofreading of the public notice. This then to be placed by the Clerk in the community noticeboards and on the webpage. The Clerk confirmed his availability for any needed printing, in connection with a possible distribution of the notice to dwellings local to the picnic area site.

Members asked for C’Ilr Scott Sinclair to co-ordinate the preparation of the application in conjunction with the Clerk providing support as necessary. C’Ilr Scott Sinclair invited Members to let him have any comments or suggestions relating to the proposals as drafted.

Consideration of applications for co-option onto Council

The Clerk reported that there had been no applications to date. Matter to be kept open.

Discussion of arrangements for maintenance of pedestrian shelter, Bowling’s Corner

Members were informed that the shelter was in need of re-staining, and this should ideally be completed before the winter. Clerk to seek quotations for the work from John Colnet, George Bevan, and other contractors as possible. It was pointed out by C’Ilr Derek Jones that the quotations should include for staining the seat in the shelter as well.

Discussion of NRW request to lease Houghton Playing Field

The Clerk had circulated round detailed proposals received from N.R.W.

Members voted unanimously to reject the request (proposer C’Ilr Robin Howells, seconder C’Ilr Derek Jones). Clerk to inform N.R.W. accordingly.

Discussion of arrangements for meeting venue in connection with W.G. Regulations on meeting accessibility

Members agreed to continue with meetings online for the time being. This to be possibly re-considered in the Spring. The Clerk undertook to ask P.C.C. for advice on possible options for achieving the requirements of the legislation.

Discussion of legality of grass-cutting contract for common land at Houghton

Clerk to chase a response from Common Land Officer on the legality or otherwise of this type of arrangement.

Public Forum

There were no members of the public in attendance.

Any other business

Jubilee Hall donation. C’Ilr John Evans to inform Clerk when an agenda item to discuss a possible donation was required.

The meeting ended at 8-50pm. Next meeting to be held at 7pm on Wednesday 6th October 2021.