

## **BURTON COMMUNITY COUNCIL**

**Minutes of the monthly meeting held in the Jubilee Hall, Houghton, and online via the Zoom videoconferencing platform, on Wednesday 7th February 2024, 7pm.**

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

### **Declarations of known interests**

None.

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

There were no members of the public present.

### **Approval of minutes of the January 2024 monthly meeting**

The minutes were approved as written (proposer C'llr Robin Howells, seconder C'llr Peter Griffiths), and signed by the Chairman.

### **Matters arising**

**White lining, Houghton.** C'llr Danny Young had reported that the matter remained ongoing, but that he was continuing efforts with P.C.C. to resolve it satisfactorily.

**Rhoseferry Lane potholes and drainage** - Nothing further heard to date.

**Burton Ferry toilet block.** Nothing further heard to date. Agenda item to be tabled for March to discuss.

**Tree planting in community.** C'llr Scott Sinclair offered to meet P.C.C. at Burton Ferry to confirm tree locations. C'llr Fiona Hart undertook to meet them to confirm planting locations in Houghton Playing Field and Playpark. Clerk to pass this to P.C.C. for action.

**Hedge encroachment alongside footpath at Prince of Wales Close.** Nothing further had been heard following reporting of this to P.C.C. Clerk to follow up again.

### **Plans**

#### **Planning consultations received**

**23/0769/PA** - Erection of a two-storey dwelling, garage and floating boat shed with associated parking and landscaping works; site Address: Plot 2, Kiln Park, Burton, Milford Haven, SA73 1NY - Members were unsure about ownership of the part of the land set aside for the floating boathouse, but accepted that this was not a Planning issue. Clerk to respond to consultation drawing attention to submissions made by a local residents' group, and asking for these concerns to be given full consideration and weight. Concerns also to be passed on about possible future changes of use, and asking that conditions placed on any consent granted should seek to address this possibility (proposer C'llr Laurence Price, seconder C'llr Fiona Hart).

**23/0897/PA** - Refurbishment and Extension to existing cottage; Site Address: Ranscombe, 56 , C3007 Junction Ashdale Lane To Junction Nolton Cross Farm, Hill Mountain, Milford Haven, SA73 1NB - No comments.

## Correspondence

- 1) P.C.C. - Response to query about highway works just north of Cleddau Bridge - Members were concerned about a series of issues, including (1) the non-completion of the traffic island in the centre of the road; (2) confusion for traffic wishing to turn left from the main road, and ending up in the bus stop layby instead; (3) problems for large vehicles negotiating the junction of the main road from the Burton Ferry road, as a result of carriageway narrowing carried out as part of the works to create the bus stop; and (4) concerns over the apparent out-of-hand rejection of the proposal to create a filter lane at the junction for traffic emerging from the Burton Ferry Road. Clerk to contact P.C.C. to ask how many buses use the bus stop, with a view to reviewing its necessity, on grounds of highway safety. Clerk to also raise concerns about the above-listed points (proposer C'Ilr Peter Griffiths, seconder C'Ilr Vicky White). Message to refer specifically to the recent incident observed by C'Ilr Derek Jones, in which two lorries moving simultaneously in opposite directions between the main road and the Burton Ferry side road could not negotiate the junction safely. No decision was made to request a site meeting with P.C.C. officers at this point.
- 2) P.C.C. - Response to message concerning road drainage issues between Hill Mountain and Sardis - Noted.
- 03) P.C.C. - Response to message about children playing signage at Prince of Wales Close - noted.
- 04) Local resident - concerns over river quality / minutes of recent meeting held to discuss this issue - Members were agreed that there was evidence of serious and ongoing pollution problems in the waterway. No actions were felt necessary at the time, but it was accepted that the matter should be kept under review.
- 05) Local resident - Request for consideration to pavement and double yellow line provision in Burton Ferry - C'Ilr Scott Sinclair was opposed to simply asking P.C.C. to impose double yellow lines, as he thought some residents might have differing views on how to address the problem, and should be consulted before taking such a step. Members agreed to ask P.C.C. to look at the problem, and offer their comments, but not to request any specific measures. Clerk to also contact the local P.C.S.O. to ask for views / action to address the problem of pavement parking (proposer C'Ilr Robin Howells, seconder C'Ilr Scott Sinclair).
- 06) P.C.C. - Notification of temporary road closure at Sardis for 4 days from 19th February - noted.
- 07) One Voice Wales - Invitation for nominations to attend Buckingham Palace garden party - noted.
- 08) P.C.C. - Request for site meeting to determine tree locations - dealt with in Matters Arising above.
- 09) Adventure Playground Wales - Post installation inspection report and maintenance recommendations - noted, and dealt with in agenda item on review of budget for 2024 below.
- 10) P.C.C. - Invitation to forthcoming online meeting to discuss options for website provision - noted. Members felt that there should have been consultation on the proposal to close the pembstcc.co.uk website, and considered that this went against the spirit of 'working together'.

## **Accounts**

### **Payments**

F.J. Groundworks (work at Houghton Playpark) : £296-36

The above payment was approved (proposer C'lr Nia Phillips, seconder C'lr John Evans).

### **Income**

Barclays (compensation following recent complaint made) : £200-00

### **Risk assessments for 2024**

Clerk to carry out the financial and asset risk assessments as for the previous year.

### **Internal auditor for 2023/24 accounts**

Members agreed to use the same internal auditor as for the previous year (proposer C'lr Robin Howells, seconder C'lr John Evans).

## **Review of 2024 budget matters**

C'lr Scott Sinclair raised concerns over three areas of the budget - (1) funding for playpark improvements and development; (2) funding to underwrite community events; and (3) funding for planting, etc., at Burton Ferry.

It was confirmed that the grass-cutting in the playpark was to be renewed with P.C.C., following the recent re-opening of the playpark.

Routine maintenance of play equipment was discussed. Clerk to reply to Adventure Playgrounds Wales to renew the query about maintenance regimes for the equipment. C'lr Scott Sinclair proposed that a proper discussion / analysis needed undertaking to assess needs for budget planning for the playpark, and proposed that a group be assigned to do this. C'lr Peter Griffiths, Nia Phillips and Fiona Hart offered to assist with this process.

C'lr Scott Sinclair proposed a budget of £1000 to underwrite community events.

Members agreed this (proposer C'lr Scott Sinclair, seconder C'lr Peter Griffiths).

C'lr Scott Sinclair proposed a £250 budget for general planting needs in the community, including Burton Ferry garden area and other locations. This was agreed (proposer C'lr Scott Sinclair, seconder C'lr Laurence Price). Clerk to prepare and circulate a revised budget to take account of the changes agreed.

## **Discussion of development of land at Hill Crescent for community use**

C'lr Nia Phillips reported that the work was progressing well, with clearance of the land virtually complete. All deliveries had been received, apart from the pergola. The temporary entrance formed from the adjacent field had created some problems, but these had now been resolved, thanks to messages and assurances sent to the owners by C'lr Paddy McNamara. Clerk to send a message of thanks on behalf of the community council to the landowners, to note appreciation for their co-operation and assistance (proposer C'lr Robin Howells, seconder C'lr Derek Jones).

## **Discussion of open community governor vacancy on board of governors for Cleddau Reach School**

C'lr Nia Phillips had spoken to a local resident who had expressed a willingness to be considered for the vacancy.

[NOTE - C'lr Laurence Price declared a personal and prejudicial interest in the discussion, as the person in question was well known to him personally. He left the room during discussion of the remainder of the agenda item]

Members voted to recommend the person as a nominee (proposer C'lr Nia Phillips, seconder C'lr Derek Jones). Clerk to pass this information to the school accordingly.

[NOTE - C'lr Laurence Price re-joined the meeting at this point]

### **Discussion of future community events**

C'llr Nia Phillips confirmed that an event was planned for around the Easter period, but no details had yet been put in place. Details to be forwarded on to Members as soon as available. It was also mentioned that individual risk assessments for all events would be passed to the Clerk for filing, in case of any possible future need.

### **Discussion of possible review of 20mph speed limit in community**

C'llr Laurence Price had been approached by some residents from Burton, who wanted the 20mph speed limit on a large section of the hill between Burton and Burton Ferry to be reviewed. It was noted that no properties were present along a substantial section of this road, and traffic coming up the hill often struggled to maintain the 20mph speed limit without going into first gear. Clerk to contact P.C.C. Highways Department to ask for their consideration to this matter (proposer C'llr Laurence Price, seconder C'llr John Evans).

### **Any other business**

**Meeting date for March meeting.** It was agreed to hold the March meeting on Tuesday 5th March, as the Clerk would be unavoidably absent on Wednesday 6th. The Clerk thanked Members for their consideration in this matter. C'llr Fiona Hart gave advance apologies for the March meeting.

**Houghton Playing Field.** C'llr Laurence Price had noticed that an unauthorised entrance into the playing field had been formed from the adjacent main road. Also, there was some evidence of unauthorised dumping of grass cuttings in the field. Agenda item to be tabled for discussion of this problem in March.

**Rhoseferry Road.** C'llr Laurence Price mentioned that there was quite a lot of debris and mud on the lane, due to recent tree-felling in Benton Woods by N.R.W.

**Grass-cutting equipment.** C'llr Laurence Price mentioned that some grass-cutting equipment had previously been donated to the community council, for caring for the Burton Ferry picnic area, and had been in the possession of Stevie Lewis. He undertook to ask her about this, as it was thought it could be useful in caring for the Hill Crescent community garden area currently in preparation.

**Houghton Playing Field car park.** C'llr John Evans had been asked by a local resident for consideration to lighting being provided at the car park. Agenda item to be tabled for discussion in March.

**Photoshoot for Playpark publicity.** C'llr Peter Griffiths mentioned the need to get this completed, and Members were agreed that this should be done once the weather improved.

**Verge on main road, Burton.** C'llr Derek Jones mentioned that the verge opposite the ongoing pavement construction works in Burton was badly damaged as a result of the temporary narrowing of the carriageway. Clerk to report this to P.C.C. on health and safety grounds.

The meeting ended at 8-45pm. Next meeting to be held at 7pm on Tuesday 5th March 2024