

**Burton Community Council**  
**Annual Report 2025-26**

Burton Community Council incorporates the areas surrounding the villages of Sardis, Hill Mountain, Houghton, Port Lion, Burton and Burton Ferry. Meetings are held on the first Wednesday of each month (except August).

Burton Community Council has eleven council positions, which are filled as follows, effective April 1<sup>st</sup> 2026:

Robin Howells (Chairman)  
Laurence Price (vice-Chairman)  
Michelle Campbell  
John Evans (representative to Burton Jubilee Hall Committee)  
Fiona Hart  
Derek Jones  
Scott Sinclair  
Vicky White

Peter Horton is Clerk to Burton Community Council and the initial point of contact.

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Burton Community Council controls, either solely or jointly, the following areas of publicly-accessible land:

- **Houghton Playpark;** an area of approximately 0.2Ha comprising a playpark and adjacent wooded area situated on the junction of Vale Road Houghton and the main Burton Road.
- **Houghton Playing Field;** an area of approximately 0.8Ha of grassed recreational land, situated on the edge of Houghton, and used by the public as general amenity land and for car parking.
- **Hill Crescent Community Garden;** an area of approximately 0.2Ha of recreational land, situated off Hill Crescent, Hill Mountain, and available for general recreational use by the public.
- **Burton Ferry Community Garden;** a small seating and picnic area for public use, overlooking the Cleddau Waterway.

**Financial Information**

**Income**

The Community Council's income is from precept collected via local Council tax. This was £27300 for the 2025/26 financial year.

**Expenditure**

The Community Council's budget for the 2025/26 financial year was £25536. The following report on anticipated final expenditure for the year, and projected expenditure for the 2026/27 financial year, was presented to the January 2026 monthly meeting :

## **Burton Community Council 2026/27 approved budget**

	<u>Sum</u>	<u>Total</u>	<u>PROJECTED</u>
<u>precepted</u>	<u>projected</u>	<u>EXPENDITURE</u>	
	<u>for 22/26</u>	<u>for 25/26 year</u>	<u>FOR 2026/27</u>
<b><u>Open spaces</u></b>			
Playing field maintenance	: £ 1500	£ 1644	£ 1830 <sup>(1)</sup>
Playing field lease	: £ 200	£ 200	£ 200
Houghton playpark project	: £ 1000	£ -	£ -
Burton Ferry project/ maintenance	: £ 720	£ 250	£ 750 <sup>(2)</sup>
Community planting allowance	: £ 250	£ -	£ 250
Bus / ped. shelter maintenance	: £ 500	£ -	£ 500 <sup>(3)</sup>
Noticeboard maintenance	: £ 250	£ -	£ 250 <sup>(3)</sup>
Ash Die-back measures	: £ 750	£ 580	£ 750 <sup>(3)</sup>
Tree report (biennial)	: £ -	£ -	£ 500
Work on land at Hill Crescent	: £ 1000	£ 765	£ 1000 <sup>(3)</sup>
Playpark inspection contract	: £ 700	£ 700	£ 700
Playpark general maintenance	: £ 1500	£ 120	£ 1500 <sup>(3)</sup>
Speed-activated sign cleaning	: £ 75	£ 75	£ 75
Defibrillator maintenance	: £ 300	£ 702	£ 300 <sup>(4)</sup>
Underwriting of community events	: £ 1000	£ -	£ 1000 <sup>(3)</sup>
<b><u>Staffing costs / Members' allowances</u></b>			
Clerk salary / expenses	: £ 7291	£ 7118	£ 7474 <sup>(5)</sup>
Members' allowances	: £ 3288	£ 1855	£ 3288 <sup>(6)</sup>
Training	: £ 250	£ -	£ 250 <sup>(3)</sup>
<b><u>Fixed external / admin costs</u></b>			
External audit	: £ 250	£ 610	£ 300
Internal audit	: £ 100	£ 105	£ 110
Elections	: £ 1200	£ -	£ 1200 <sup>(7)</sup>
Hall hire	: £ 150	£ 150	£ 150
Computer / I.T.	: £ 200	£ -	£ 200 <sup>(3)</sup>
Chairman's chain engraving	: £ 30	£ 30	£ 30
Risk assessment	: £ 90	£ 90	£ 95
I.C.O. registration	: £ 40	£ 52	£ 52
Insurance	: £ 850	£ 614	£ 675 <sup>(1)</sup>
Website maintenance and support	: £ 432	£ 444	£ 488 <sup>(1)</sup>
General admin	: £ -	£ 514	£ 550 <sup>(3)</sup>
<b><u>Charitable donations / grants</u></b>			
General charitable grants	: £ 300	£ 300	£ 300
Burton Jubilee Hall Committee	: £ 1000	£ 1000	£ 1000
Wednesday pm Club	: £ 120	£ 120	£ 120
Graveyard maintenance	: £ 200	£ 200	£ 200
Totals	: £25536	£18238	£26087

## **SUMMARY OF PROJECTED STANDING OF ACCOUNTS ON 31/03/2026**

Balance brought forward to April 1st 2025	: £20848	
Total precept income for year	: £27300	
Other income received / projected (VAT refund, grants, donations)	: £ 730	
Therefore, total anticipated income for year to March 31st 2026	: £28030	: £28030
Deduct anticipated total expenditure for year to March 31st 2026		: (£18238)
Deduct ring-fenced / set aside funds from current and previous years		
- Elections potential cost (20% for 2023/24, 2024/25, 2025/26)	: (£3600)	
Total ring-fenced / set aside sums	: (£3600)	(£ 3600)
Therefore, projected available funds on March 31st 2026		:£27040
Add precept for 2026/27 (AS SET IN COUNCIL)		:£27300
THEREFORE TOTAL AVAILABLE FUNDS PROJECTED FOR 2026/27		<u>:£54340</u>

## **NOTES**

- 1) Assumed 10% increase over current year.
- 2) Provisional sum based on previous year.
- 3) Provisional sum.
- 4) Based on projected need to replace two sets of adult pads during year.
- 5) Based on current year, and hypothetical 5% N.J.C. pay award.
- 6) Based on £208 allowance for all Members, plus £1000 Chairman allowance
- 7) Based on 20% of likely cost of contested election. Election scheduled for May 2027.

## **Relationship with the principal council**

The Community Council has no ongoing formal charters with Pembrokeshire County Council (the Principal Authority).

## **Audit**

**Audit of 2024/25 accounts.** These accounts represent the most recently externally audited accounts, and were given qualified approval by the Wales Audit Office auditors.

## **Achievements during the past year**

**Land behind Hill Crescent;** The Council has consolidated arrangements to maintain and take forward this area as a a community garden.

**Burton Ferry land adjacent to pontoon;** The Council has continued with ongoing work to maintain the upkeep of this area, including initiating arrangements to support a local group of volunteer residents in the ongoing maintenance and upkeep of the garden area.

**Highway safety;** The Council has continued its efforts to achieve better highway safety in the Community area, including ongoing efforts to reduce incidences of speeding through the community.

**Houghton Jubilee Playpark and wild area;** The Council has continued its ongoing maintenance and upkeep of the Houghton Platinum Jubilee Playpark and Wild Area, which are a key recreational facility in the wider community.

**Houghton Playing Field.** The community council has continued the maintenance and upkeep of this valuable community area, which is used for recreational purposes by the public.

**Barnlake Woods;** The community council spent £1635 on clearance work at this area, to improve its accessibility for recreational use.

**Priorities for the forthcoming 2026/27 year**

**Hill Crescent community area;** The community council intends to continue the ongoing maintenance of this area to ensure its availability as a pleasant community garden.

**Burton Ferry Community garden area;** The community council intends to continue its care of this area, maintaining it as a pleasant location for local residents to meet and enjoy the views over the Haven waterway.

**Houghton Playing Field.** The community council intends to continue its stewardship of this area for the benefit of all residents, including installing new goalposts.

**Houghton Playpark / wild area.** The community council intends to continue its maintenance, upkeep and development of this area as a valuable recreational resource for residents and visitors, including arranging regular health and safety inspections to ensure the areas are safe for community use.

**Highway safety;** The community council will be continuing its efforts to improve safety and reduce speeding within the community area. It will be liaising with Pembrokeshire County Council over this matter on an ongoing basis.

**Dog fouling;** The community council will be continuing ongoing efforts to reduce the incidence of dog-fouling in the community, by providing further signage as needed, encouraging enforcement as possible, and seeking to highlight the social benefits to all residents of responsible behaviour by dog owners.

**PETER HORTON**

(CLERK TO THE COUNCIL)

Date April 2026