

## Burton Community Council Annual Report 2024-25

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 currently filled as follows:

Paddy McNamara (Chairman)  
Robin Howells (vice-Chairman)  
Michelle Campbell  
John Evans (representative to Burton Jubilee Hall Committee)  
Peter Griffiths  
Fiona Hart  
Derek Jones  
Laurence Price  
Scott Sinclair  
Ian Thomas  
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 Picnic Area;** 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 2024/25 financial year.

#### **Expenditure**

The Community Council's budget for the 2024/25 financial year was £22456. The following report on anticipated final expenditure for the year, and projected expenditure for the 2025/26 financial year, was presented to the January 2025 monthly meeting :

## **Burton Community Council 2025/26 approved budget**

	<b><u>Sum</u></b>	<b><u>Total</u></b>	<b><u>PROJECTED</u></b>
	<b><u>precepted</u></b>	<b><u>projected</u></b>	<b><u>EXPENDITURE</u></b>
	<b><u>for 24/25</u></b>	<b><u>for 24/25 year</u></b>	<b><u>FOR 2025/26</u></b>
<b><u>Open spaces</u></b>			
Playing field maintenance :	£ 900	£ 1375	£ 1500
Playing field lease :	£ 200	£ 200	£ 200
Outdoor connections grant costs :	£ -	£ -	£ -
Houghton highway works :	£ -	£ -	£ -
Houghton playpark project :	£ -	£ -	£ 1000
Burton Ferry project/ maintenance :	£ 720	£ 340	£ 720
Community planting allowance :	£ 250	£ 250	£ 250
Church pond maintenance :	£ 500	£ -	£ -
Bus / ped. shelter maintenance :	£ 500	£ -	£ 500
Noticeboard maintenance :	£ 250	£ -	£ 250
Ash Die-back measures :	£ -	£ 750	£ 750
Tree report (biennial) :	£ -	£ 495	£ -
Work on land at Hill Crescent :	£ 1000	£ 422	£ 1000
Playpark inspection contract :	£ 700	£ 700	£ 700
Playpark general maintenance :	£ 1500	£ 1500	£ 1500
Speed-activated sign cleaning :	£ 75	£ 75	£ 75
Defibrillator maintenance :	£ 200	£ 750	£ 300
Underwriting of community events :	£ 1000	£ -	£ 1000
<b><u>Staffing costs / Members' allowances</u></b>			
Clerk salary / expenses :	£ 7553	£ 6796	£ 7291
Members' allowances :	£ 2288	£ 3184	£ 3288
Training :	£ 250	£ -	£ 250
<b><u>Fixed external / admin costs</u></b>			
External audit :	£ 300	£ 500	£ 250
Internal audit :	£ 95	£ 100	£ 100
One Voice Wales subscription :	£ -	£ -	£ -
Elections :	£ 1200	£ -	£ 1200
Hall hire :	£ 150	£ 150	£ 150
Computer / I.T. :	£ 200	£ 40	£ 200
Chairman's chain engraving :	£ 30	£ 30	£ 30
Risk assessment :	£ 85	£ 87	£ 90
I.C.O. registration :	£ 40	£ 40	£ 40
Insurance :	£ 850	£ 763	£ 850
Website maintenance and support :	£ -	£ 108	£ 432
<b><u>Charitable donations / grants</u></b>			
Jubilee / Coronation costs :	£ -	£ -	£ -
General charitable grants :	£ 300	£ 300	£ 300
Burton Jubilee Hall Committee :	£ 1000	£ 1075	£ 1000
Wednesday pm Club :	£ 120	£ 120	£ 120
Graveyard maintenance :	£ 200	£ 200	£ 200
Totals :	<u>£22456</u>	<u>£20350</u>	<u>£25536</u>

**SUMMARY OF PROJECTED STANDING OF ACCOUNTS ON 31/03/2025**

Balance brought forward to April 1st 2024		: £ 8995
Total precept income for year	: £27300	
Other income received (VAT refund, grants, donations)	: £ 1777	
Further income committed (grants / grant reclaims)	: -	
Therefore, total anticipated income for year to March 31st 2025	: £29077	: £29077
Deduct anticipated total expenditure for year to March 31 <sup>st</sup> 2025		: (£20350)
Deduct ring-fenced / set aside funds from current and previous years		
- Elections potential cost (20% for 2023/24, 2024/25)	: (£2400)	
Total ring-fenced / set aside sums	: (£2400)	(£ 2400)
Therefore, projected available funds on March 31 <sup>st</sup> 2025		:£15322
Add precept for 2025/26 (AS SET IN COUNCIL)		:£27300
<b>THEREFORE TOTAL AVAILABLE FUNDS PROJECTED FOR 2025/26</b>		<b>:£42622</b>

### **Relationship with the principal council**

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

### **Audit**

**Audit of 2023/24 accounts.** These accounts represent the most recently externally audited accounts, and were given unqualified approval by the Wales Audit Office auditors.

### **Achievements during the past year**

**Land behind Hill Crescent;** The Council has completed work to form a community garden on land adjacent to Hill Crescent, and the garden has opened for public use during the 2024/25 year. 100% grant funding was obtained for the work required.

**Burton Ferry land adjacent to pontoon;** The Council has continued with ongoing work to maintain the upkeep of this area.

**Highway safety;** The Council has continued its efforts to achieve better highway safety in the Community area, including ongoing efforts to have white-lining put down on the carriageway edges through Houghton, to delineate the carriageway edges better.

**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.

### **Priorities for the forthcoming 2025/26 year**

**Hill Crescent community area;** The community council intends to continue the ongoing development of this area into a pleasant community garden.

**Barnlake Woods;** The community council will be carrying out feasibility studies into the possible enhancement of the Barnlake Woods area for community and recreational use, and investigating the possibility of leasing the area from Pembrokeshire County Council for this purpose.

**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.

**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.

**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 signage, 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 2025