

**OVERTON COMMUNITY COUNCIL
MINUTES OF ANNUAL GENERAL MEETING
TUESDAY 8th MAY 2012**

PRESENT: Cllr D Burton (Chairman), Cllr D Hughes, Cllr J Kember, Cllr R Lawrenson, Cllr P Lynch, Cllr J Maskall, Cllr M Minihane and Cllr L Pugh

PSCOs S Roberts and D Jones

K Chalk (Clerk)

1. 2395. ELECTION OF CHAIRMAN OF THE COUNCIL

Councillor David Burton was proposed and elected as Chairman of Overton Community Council. A vote of thanks was given to Cllr Jacqueline Maskall as the outgoing Chairman.

2. 2396. TO RECEIVE CHAIRMAN DECLARATION OF ACCEPTANCE OF OFFICE

The Declaration of acceptance of office was signed

3. 2397. ELECTION OF VICE-CHAIRMAN OF THE COUNCIL

Councillor Mike Minihane was proposed and elected as Vice Chairman of Overton Community Council

4. 2398.CO-OPTION OF COMMUNITY COUNCILLORS – no applications had been received. The two vacancies will continue to be advertised.

5. 2399. TO APPOINT A SCHOOL GOVERNOR

Councillor Joanne Kember was appointed as School Governor representative

6. 2400. TO APPOINT COMMITTEES AND WORKING PARTIES

- Planning Committee – the membership of the committee was updated.
- Cemetery Committee - the membership of the committee was updated.
- Playingfield Committee - the membership of the committee was updated.
- Website Committee - the membership of the committee was updated.
- Fete working party – the membership of the working party was updated
- Youth Voice – Cllr Burton will take over the running of this forum.

7. 2401. TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

- Nomination of Community Councillor as representative on the Standards Committee (1) – Cllr Jacqueline Maskall
- Overton United Charities (2) – Councillors Joanne Kember and Rob Lawrenson.
- Overton Twinning Association (1) – Deferred to the next meeting in June as clarification on the contents of the constitution is required
- One Voice Wales (2) – Councillors Joanne Kember and Mike Minihane
- Wrexham South Community Safety group (2) – Councillor David Burton (The Clerk would be willing to attend if Cllr Burton was unable to).

8. 2402. REVIEW OF THE TERMS OF REFERENCES FOR COMMITTEES

Reviewed and agreed by Council.

9. 2403. ADOPT PREVIOUSLY REVIEWED APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS

Adopted by Overton Community Council.

10. 2404. REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT.

Reviewed and agreed by Council.

11. 2405. REVIEW AND CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS.

Reviewed and agreed by Council

12. 2406. REVIEW THE COUNCIL'S COMPLAINTS PROCEDURE.

Adopted by Overton Community Council.

13. 2407.COMMENTS & QUERIES FROM MEMBERS OF THE PUBLIC

No representations were made.

14. 2408. APOLOGIES FOR ABSENCE

Cllr E Broad – holiday
County Councillor L Kenyon – work commitments

15. 2409. TO CONSIDER ANY POLICE MATTERS

Crime Report April 2012

BOTD (Burglary other than dwelling)	0
UTMV	1
Criminal Damage	0
Anti Social Behaviour	2
Burglary	0
Total	3

There have been reports of young people throwing stones in the Church. On investigation, it was found that areas of the Churchyard had a lot of litter thrown about. This area is now been checked regularly in order to discourage people from hanging around there.

The speed gun has been used on Station Road; the average speed was 21mph. The speed gun will be used on some of the other entry roads to Overton and Arrive Alive will be requested to carry out early morning monitoring.

PSCO Roberts advised members that the Youth Club had recently had some incidents of bad behaviour, it is hoped that the on-going work with the young people will improve the situation

16. 2410. DISCLOSURE OF PERSONAL & PECUNIARY INTERESTS IN ANY ITEMS DISCUSSED IN THE MEETING.

– None disclosed.

17. 2411. TO AGREE AND SIGN MINUTES OF THE PREVIOUS MEETING HELD ON 10TH APRIL 2012.

RESOLVED – That the Minutes of the previous Overton Community Council held on 10th April 2012 be received and confirmed as a correct record.

18. 2412. TO AGREE AND SIGN MINUTES OF THE FOLLOWING COMMITTEE MEETING

Planning meeting

The minutes from the above mentioned committee meeting were agreed and signed.

19. 2413. MATTERS ARISING FROM PREVIOUS MEETINGS

Cemetery minutes

5. 2012 5. Inspection of general state of the Cemetery

- Remove moss on main drive between both sets of gates

- Pathway in cemetery requires clearing.
- Laurel hedge to left of shed – clarification as to whether this has been trimmed.

The moss and the pathway have been cleared. The Laurel hedge will be cut in June.

Playingfields

a) 2012 6. External and internal inspection of the Pavilion

A window has been broken in the pavilion. It was suggested that it could either be bricked up or barred. **A response has not been received from the Secretary of the Football Club. Councillor Maskall advised the members that contact was made with Mr Jamieson and he should have contacted the Clerk to inform her of when the repair would be carried out. The Clerk will telephone Mr Jamieson.**

b) 2012 7. The following maintenance issues were raised.

1. Additional bark required around junior swing and climbing frame areas – **ordered and delivered**
2. A gap on the south side of the play area bordering the road considered as a potential danger, should children try to clamber through – **The Clerk and Chairman of the Playingfield will check the gaps in the hedgerow.**
3. Garage appeared reasonably tidy except for several large pieces of concrete on the right hand side - **The Clerk will check that the rubble has been removed.**
4. Trees on the roadside of the avenue gate need severe trimming and possible topping the tree on the right hand side – **Still awaiting advice from Moray Simpson**

10. 2388. TO RECEIVE REPORTS /ISSUES

b) Identification of suitable area for hedge to be planted (Woodland Trust) – it was agreed that this project would not be taken any further.

NAS – **Cllr Maskall informed the meeting that an article had been placed in the Oracle and that copies of the poster had been given to the Corner Shop and the library. The Clerk would also be given some spare notices.**

d) Feasibility of commemorative plaque for the Queen’s Diamond Jubilee – **Cllr Burton will advise members of the cost of a plaque at the next meeting,**

20. 2414. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS/DRAFT DOCUMENTS/MEETINGS RAISED AT LAST MEETING

a. Cemetery management course – **Members were given an outline of the course contents and procedures that should be put into practice.**

Action: The Clerk to complete the necessary paperwork.

b. Launch of the new befriending service at the Rainbow Centre, Penley – **Cllr Maskall advised the meeting of the open day and the services and facilities offered by the centre.**

21. 2415. TO RECEIVE REPORTS /ISSUES

- a. Approval of draft Annual Return and initiation of recommendations made by internal auditor. **The draft Annual Return was approved by Council and the recommendations actioned.**
- b. Approval of Clerk’s amended Contract – **approved by Council**
- c. Review of Cemetery extension use – **The continued use of this parcel of land, by Mr Edwards, was approved.**
- d. Approval of the quotation given for painting of the Avenue gates (£295.00) and chain linked low fencing (£130.00). **The Conservation Department has requested a particular paint is used on the gates. The Clerk will speak to the contractor and advise the Chairman and Vice Chairman if there is an increase to the quote. The Council approved the submitted quote.**

22. 2416. CORRESPONDENCE RECEIVED

Wrexham County Borough Council

1. Response received regarding the bus stop on Penyllan Street – **the response was noted.**

Other

2. The Overton Oracle – a thank you letter to Overton Community Council with regards to the grant awarded this year – **information only**
3. North Wales Police Authority newsletter – **Police Authorities being replaced with an elected Police & Crime Commissioner for each area.**
4. One Voice Wales – nomination of one/two representatives for the Area Committee meetings – **agreed under section 7. 2401.**
5. Response from Forestry Commission Wales, Hydro expression of interest. – **contact with Countryside Council for Wales and the Environment Agency still be made**
6. Accounts from Overton Twinning Association and The Oracle – **The accounts for these two organisations will be forwarded once their AGMs have been held within the next few months**
7. Locality stakeholders group meetings – **Cllr Burton to attend.**

PLANNING APPLICATIONS

Received for discussion

Decisions made by WCBC

P/2012/0115 – Gwydyr House – Listed building consent for refurbishment of existing first and second floor of retail unit to provide single residential unit - **REFUSED** – policies considered EC7 and EC9.

P/2012/0039 – Ty Newydd – First floor infill extension for bedroom and office ground floor alterations – **GRANTED** – policies considered EC5, EC6, GDP1, PS2 and T8

23. 2417. BURIALS & MEMORIALS - none

24. 2418. TO CONSIDER HIGHWAYS MATTERS – no matters raised

25. 2419. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

APRIL EXPENDITURE

Details	£	Cheque No.
One Voice Wales – renewal of membership	174.00	2295
Staples – stationery purchase, ink cartridge	10.49	2296
Overton Twinning Association – grant for 2012/2013	500.00	2297
The Overton Oracle – grant for 2012/2013	600.00	2298
Mrs Janine Austin – Public Toilet cleaning March/April	226.48	2299
SLCC – payment for Cemetery course 24 th April	114.00	2300
AVOW – payroll charge	84.00	2301
Rookwood Accountancy Services – Cathy Laundy – SAGE support	100.00	2302
Mr Pat Loughlin – maintenance of Playingfield, cenotaph and cemetery	491.01	2303
AVOW – Clerk's wages (This includes tax and NI contributions)	698.14	2304
AcePlay Ltd – emergency call out and repair (Good Friday)	189.52	2305

Details	£	Cheque No.
Les Hughes invoice – repainting of cemetery shed	185.00	2306
JDH invoice – internal audit	150.00	2307
WCBC – quarterly maintenance community street lighting	150.46	2308
WCBC – repairs for community street lighting	122.14	2309
XLN – OCC telephone and broadband	41.81	D/D
Total	3837.05	

INCOME

Details	£	Voucher No
Tilston's Funeral Services – burial plot for Christine Anne Johnson	350.00	596
WCBC – 1 st Precept payment	14428.33	BACS
White Horse Public House – sponsorship of village fete's 'lucky programme'	50.00	597
Corner Shop – sponsorship of village fete's 'lucky programme'	50.00	598
VAT repayment 2011/2012	854.76	BACS
TOTAL	15733.09	

Expenditure proposed by Cllr Hughes and seconded by Cllr Minihane

26. 2420.COUNCIL FINANCIAL STATEMENTS

Balance as at 29/04/12

Current Account	£ 1,000.00
Savings Account	£ 32,242.07
TOTAL	£ 33,242.07

Expenditure proposed by Cllr Pugh and seconded by Cllr Lynch

27. 2421. TO RECEIVE ANY AGENDA ITEMS FOR THE NEXT MEETING AND CONFIRM DATE (12TH JUNE 2012)

- Fete update
- Queen's Diamond Jubilee
- Memorial plaque
- Wrexham South Community Safety group

Meeting closed at 9.28pm