

**OVERTON COMMUNITY COUNCIL  
MINUTES OF FULL COUNCIL MEETING  
(held remotely)  
13<sup>th</sup> JULY 2021 (at 18.50hrs)**

**PRESENT:** Cllr Alstead, Cllr Ashton (Chairman), Cllr Copeman, Cllr Kellaway, Cllr Lynch, Cllr Pugh, Cllr Walker and Cllr Whittaker

Clerk

**1. 4805. APOLOGIES FOR ABSENCE**

**Apologies received**

Cllr Hellingman  
Cllr Herbert  
Cllr Roberts  
County Councillor McCusker  
PCSO Sawyer

**2. 4806. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**

Cllr Lynch – Agenda Item 10 e: Quotes for fencing and gate – personal friend  
Cllr Whittaker – Agenda Item 11. 2. Overton Community Growers correspondence – member of the group

**3. 4807. COMMENTS & QUERIES FROM MEMBERS OF THE PUBLIC ATTENDING -** no members of the public present

**4. 4808. TO CONSIDER ANY POLICE MATTERS** <https://www.police.uk/putyour-area/north-wales-police/overton/>

- Crime stats – Update on format of stats online – PCSO Sawyer had viewed crime stats listed and how they were recorded on the crime map and had advised the two figures matched.
- Parking on a section of pavement (outside Bryn-y-Pys) – PCSO Sawyer to speak to the vehicle owner.
- Cllr Ashton to forward link to consultation from the Police Crime Commissioner.

**5. 4809. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**

For County Cllr McCusker to update members on:

**1. Musley Lane**

Inspected w/c 28<sup>th</sup> June. In the next couple of weeks, the hot tar wagon is entering at Lightwood Green end with hot tar to see how far down the wagon can go? It might have to be barrowed down as lane gets narrower.

**2. Lightwood Green**

Council will also be repairing other potholes in Lightwood Green at the same time as Musley Lane.

**3. Salop Road**

Section adjacent to The Benvywns is to be reviewed as it is breaking up again.

**4. Bike Track**

Other than fairly marginal movement away from the Lodge House and no humps crossing the driveway as we are aware everything is going to plan.

Jon Brewin Wrexham Council arborist. Had two site visits and satisfied with position and given permission for a couple of low lying branches to be lopped.  
Matthew Phillips Wrexham Council planning. Has had a site visit and I have had several conversations with since the last being 15 minutes ago. He is happy doesn't need planning if of soil construction. Also Conservation area not an issue.

OCC have been requested to look into insuring the bike track.

**Action: The Insurance Company have advised, prior to insuring the track, they will require OCC to consult with a Playground Consultant, to ensure the design and location is acceptable.  
The Clerk will contact Play Inspections for a price (RoSPA have already quoted £395) for this service.**

It was agreed with the landowner that the installation would be reviewed in twelve months' time to ensure all parties still find it acceptable. On that basis, the children will need to make sure excess noise/ litter etc are not an issue, if they want to retain the facility.

5. Update on LPD – New policy has been agreed. The timescale for signing off the policy is the end of 2021.

6. **4810. TO AGREE AND SIGN MINUTES OF THE FULL COUNCIL MEETING 8<sup>TH</sup> JUNE 2021**

**RESOLVED – That the Minutes of the previous council meeting held on 8<sup>th</sup> June 2021 were approved by members**

7. **4811. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS** – no meetings held

8. **4812. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

**For information only**

Football club advised May rent had been waived

Football Pavilion – roof repairs and other maintenance work completed.

Nesting Swing jet washed

9. **4813. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

Village Forum Meeting 6<sup>th</sup> July 2021 – Cllr Whittaker advised the meeting was well attended and those present were supportive of the events calendar on the OCC website and agreed that each organisation would be responsible for updating their website or Facebook sites, linked to the OCC website. Anyone who wanted to have an event added to the calendar would need to supply the information on a given date, to keep the task to a minimum timescale. The option of opening up the events calendar may be considered at a future date.

10. **4814. TO RECEIVE REPORTS / ISSUES FROM**

a) Fete Lite and Community Picnic – Round up of the day – Cllr Copeman said the day had been received very favourably, with some stall holders and visitors, asking if this format could be considered for next year. Feedback from the OCC stall was extremely positive.

Issues raised with OCC were: Potholes; parking outside St Mary's Church and Chemist.

The Chairman passed on his thanks to Cllr Copeman and Clerk for organising the events.

b) Approval of Expenses Policy and Internal Control Policy

**Resolution: Members approved the two policies.**



k) Local Welsh government and Elections (Wales) Act 2021 – section 52 – requires local councils to prepare and publish an annual report about the council's priorities, activities and achievements during the preceding financial year. The first report will take effect from April 2022 and must relate to the financial year April 2021 to March 2022. The content of the report must be determined by the council (it cannot be delegated to a committee) - **Deferred to September Meeting**

l) Request from Overton Recreational Football Club to pay electricity bill between 8<sup>th</sup> December to 7<sup>th</sup> June (£194.88) – no football has been played during this time. Electricity consuming may wholly be for the new public toilet situated to the rear of the pavilion.

**Resolution: Approved by Members**

m) For information only:

- PAT test carried out on electrical appliances in the OCC office

- Blocked sewage drain at the Football Pavilion cleared (Members to note the area behind the football pavilion will need to be strimmed, for easier access and the holly tree adjacent to the building will need to its lower branches removed as a manhole cover is below the tree and the base area is overgrown (£80).

#### **11. 4815. TO RECEIVE ANY CORRESPONDENCE**

1. Play Wales – Focus on Play – Cllr Walkers advised members that OCC adhered to quite a few of the suggested ideas for play, for young people and children.

2. Overton Community Growers – grant application success – request to extend the wildflower area in the Millennium Meadow - update from Clerk

**Resolution: Members approved the extension of the existing wildflower area in the MM – 9 in favour, 1 abstention.**

Members discussed the storage of the cut and collect mower, which was part of the successful bid made by the Growers.

**Action: The Chair and Clerk will measure the available space in the garage and contact the Growers, prior to the purchase of the item as there is some concern that it will be too large for the available space.**

3. Electoral Reform Newsletter – June 2021 - noted

#### **12. 4816. TO RECEIVE ANY PLANNING APPLICATIONS** - no applications received.

e) Closures for fencing and gates to be installed at the Old Garden  
Wildflowers - £1,350 plus vat  
Roses Evans - £ 830 plus vat including vat

**Resolution: Members approved the quote from Rose Evans – 9 in favour, 1 abstention (personal interest).**

f) Litter Signs – Decision required as signs were removed as they did not comply with the legal requirement for them to be bilingual. Do Members wish to have the printed in Welsh?

**Resolution: Members did not approve to have the additional signs printed in Welsh – 3 against, 5 in favour.**

g) Members to note recommendations and agree work required in Tree Assessment from Shields Arbicultural Consultancy

**Resolution: Members approved the recommendations made in the Tree Assessment. The Clerk will contact the Contractor about the work required.**

h) The Queen's Green Canopy (Planning application) – Deferred to September Meeting

i) Members advised of May Bank Holiday 2023 adjustment - Her Majesty The Queen's Platinum Jubilee - The May Bank Holiday weekend (2023) will be moved to Thursday 2 June and an additional Bank Holiday on Friday 3 June to celebrate this historic milestone – Deferred to September Meeting

j) Clerk's request for day off - Request 18<sup>th</sup> August off – approved by members

### 13. 4817. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

#### PAYMENTS LIST 91 TO 135 (including 60)

Voucher	Status	Code	Name	Description	Amount
60	Paid	99 - Contracted salary	Penley Rainbow Centre	1st of 4 payments Community Agents	£ 15,000.00
91	D/D	54 - Electricity at Car Park Public Toilets	British Gas SP Energy Networks	Electricity charge for Public Toilets	£ 23.82
92	Paid	108 - Computer Supplies	Bates Office Supplies	Ink cartridges	£ 88.44
93	Paid	59 - Street lighting repairs	WCBC	Community Street Lighting	£ 169.36
			<i>1st October 2020 to 31st December 2020</i>		
94	Paid	58 - Street lighting maintenance	WCBC	Quarterly Street Light Maintenance 1st Jan 2021 to 31st March 2021	£ 261.73
			<i>1st October 2020 to 31st December 2020</i>		
95	Paid	58 - Street lighting maintenance	WCBC	Quarterly Street Light Maintenance 1st October 2020 to 31st December 2020	£ 261.73
			<i>1st October 2020 to 31st December 2020</i>		
96	Paid	138 - AVOW Membership	AVOW	Membership	£ 15.00
97	Paid	50 - Mowing Millennium Meadow	Andrew Jones	4th cut of MM	£ 230.00
98	Paid	164 - Zoom Meetings	Zoom Video Communications	Zoom Meetings 19th June - 18th July 2021	£ 14.39
99	D/D	64 - Rates Non dom for garage store	WCBC	Non Dom Rates - Pavillion Garage	£ 51.00
100	D/D	62 - Rates Non dom Cemetery	WCBC	Non Dom Rates - Cemetery	£ 58.00
101	D/D	63 - Non Dom Rates at car park Public Toilets	WCBC	Non Dom Rates - Public Conveniences	£ 80.00
102	D/D	63 - Non Dom Rates at car park Public Toilets	WCBC	Non Domestic Rates - Playingfield Toilet	£ 19.00
103	D/D	40 - WCBC refuse collection charge for bin	WCBC	Weekly collection of dustbin at Playing field	£ 54.83
104	Paid	101 - Community Agents expenses	Penley Rainbow Centre	Community Agents May expenses	£ 188.55
105	Paid	160 - Maintenance work on the Football Pavillion	Ross Evans	Maintenance and repair work on the FC Pavillion	£ 571.84
106	Paid	49 - Tree Survey	Shields Arboricultural Consultancy	Tree Survey 2021	£ 300.00
107	Paid	166 - Overton Village Hall	Overton Village Hall	Aluminium Security Shutter and wood surround	£ 1,730.00
108	Paid	10 - Clerk's wages	AVOW	Clerk's June Wages	£ 1,207.14
109	Paid	11 - Public Toilet Caretakers wages	AVOW	Caretaker's June wages	£ 454.41
110	Paid	12 - Public Toilet Caretakers holiday cover	AVOW	Caretaker's June wages	£ 187.12
111	Paid	13 - Employers National Insurance payments	AVOW	Employers NI June	£ 64.88
112	Paid	14 - AVOW Payroll charges	AVOW	Payroll Charge June	£ 30.50
113	Paid	134 - PAT testing office equipment	Neil Archer	PAT testing in office	£ 66.00
114	Paid	128 - Electrical work - IPavillion	Neil Archer	New Strip Light in Pavillion	£ 84.00
115	D/D	61 - Water bill at cemetery	Hafren Dyfrdwy	Water bill - Cemetery	£ 2.89
116	D/D	67 - Work Mobile	Katrina Chalk	Mobile phone & monthly pay as you go set	£ 7.50

