

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
14th DECEMBER 2021 (at 18.50hrs)
held remotely**

PRESENT: Cllr Ashton (Chairman), Cllr Copeman, Cllr Herbert, Cllr Kellaway, Cllr Lynch, Cllr Pugh, Cllr Roberts, Cllr Walker and Cllr Whittaker
County Councillor McCusker
PCSO Sawyer
David Williams – New Clerk
Katrina Chalk – Clerk

1. 4873. APOLOGIES FOR ABSENCE

Apologies received:

Cllr Alstead, Cllr Hellingman

2. 4874. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING

Agenda item 5.4877 - Cllr Ashton personal interest in the Burgess application, due to close proximity to his residence

3. 4875.COMMENTS & QUERIES FROM MEMBERS OF THE PUBLIC ATTENDING - no members of the public present

4. 4876. TO CONSIDER ANY POLICE MATTERS <https://www.police.uk/pu/your-area/north-wales-police/overton/>

- North Wales Police (Go Safe) will be monitoring speed on A539 and A525 over the Christmas period
- There was a recent attempted burglary on Overton high street
- The ongoing issues with cars parking near the primary school in Overton was discussed. PCSO Sawyer to increase foot patrols near the school
- The Clerk advised that the North Wales statistics online had not been updated since September. PCSO Sawyer agreed to follow this up

Crime Map -September

3 x Anti-Social Behaviour
1 x Violence and Sexual Offences

5. 4877. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS

For County Cllr McCusker to update members on:

- Street Light on School Lane (20) – light repair is imminent
- Burgess Lane waste compound – several points raised and some concerns

Highway Matters

- Cllr Walker questioned the need for retaining a 50mph speed limit on the A483 in Gresford. The road surface still needs addressing
- Cllr McCusker noted that there is a shortage of hot tar lorry drivers in WCBC

6. 4878. TO AGREE AND SIGN MINUTES OF THE FULL COUNCIL MEETING 9TH NOVEMBER 2021 AND THE EXTRAORDINARY FULL COUNCIL MEETING (PRECEPT) 23RD NOVEMBER 2021

Resolved – that the Minutes of Full Council Meeting and the Extraordinary Full Council Meeting held were approved by members

7. 4879. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS

- Cemetery Committee Meeting – 13th November 2021
- Playingfield Committee Meeting – 13th November 2021
- Planning Committee Meeting – 16th November 2021

Resolved – that the Minutes of Committee Meeting held were approved by members

8. 4880. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.

For information only

- Electric Vehicle Charging – Cllr Copeman suggested that adding charging points in addition to the two proposed would allow Overton to be better prepared for the future
Action: Clerk to investigate costs for additional charging points
- WCBC confirmed there was no budget set aside for pavement maintenance. Reactive repairs are carried out as needed with some minor repairs in Overton on the published list of works.
Action: Clerk to arrange a portfolio of priority areas/sections of the pavements that need addressing

Note: The request for OCC to maintain the footpaths in need of attention was rejected by WCBC

9. 4881. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING

Cllr Copeman attended the One Voice Wales meeting in December. It was agreed to add the One Voice Wales minutes to the agenda for January

10. 4882. TO RECEIVE REPORTS / ISSUES FROM

- Precept**
Precept for 2022-2023 – Members agreed the revised Precept figure (increased by £200). Final figure is £61,618
Resolution: Members approved the new figure
Payment of Zoom meetings to be paid for one year (thus meeting the minimum payment threshold of £187)
- Proposal for 3 new benches for Overton Community, from 3 options submitted
Resolution: Members chose Option 1 – Zest 3 teak 3-seater
Action: Cllr Lynch to arrange payment and delivery
- Trim Trail online consultation results:
The final count was 16 in favour of Option 1: 11 in favour of Option 3. The clear preference was Option 1
Action: Cllr Lynch to work with the Clerk to progress
The landowner raised a concern regarding the public location of the proposed Trim Trail. Council did not see this as an issue
- Review WI Community Chest Application for a projector and screen
Action: Clerk to contact WI for reviewed costs of projector and screen
- WI - updating banners on the High Street, plus designing 2 or 3 new ones.
WI requested a budget for this project – suggest amount £250
Resolution: Council agreed to allocation
- Further amendments to New Clerks Contract in line with SLCC advice
Action: Clerk to provide details to Council Members for final approval
- Queens Platinum Jubilee
 - Working party to discuss the choice and location of the Jubilee Beacon

- Proposal to move the traditional end of June date for the Overton fete to coincide with the Queens Platinum Jubilee – new date Saturday June 4th 2021

Resolution: Council agreed to move the date

- h) Reconnection of internet in Parish Rooms – further report in January 2022
- i) Committee Minutes

Cemetery minutes

- Reported broken post: -
Action: Clerk to follow up with Eastwick
- Spoil heaps – these need to be cleared
Action: Clerk to discuss with Jonny Bell and write to the Community Growers
- Extension of gravel path up to extension field gate – Clerk to circulate current usage and monitor the numbers of burials and plots available to give an indication when extra space will be needed in the extension field
- The suggested planting of saplings along the extension field brick wall – Cllr Lynch urged caution when considering potential root growth damage to the base of the wall

Playingfield minutes

- Basketball net replaced – thanks to Cllr Kellaway
- Climbing wall – location need to be agreed, associated risks assessed and costs provided
- Set of new swings for older children: -
Action: Cllr Walker to look at the feasibility and possible location(s)
- Collection of grass – the new collector, stored in the Pavillion, has been tested by the Community Growers and found to be suitable for the task. Council debated whether renting out the collector was feasible but suggested it could prove problematic.
- Cllr Ashton raised concerns about the increase in dog fouling on the Football Pitch.
Action: Clerk will write to FC to advise of situation (the Youth Team Coach has to clear the pitch before any games or training).

11. 4883. TO RECEIVE ANY CORRESPONDENCE

- HMRC correspondence re overdue payment for PAYE and NI Contributions – There was an error in allocation (It may take up to 40 days to get it updated on their systems. Contact AVOW Payroll if any further correspondence is received.
- The following organisations have thanked OCC for their support via the Community Chest Grant:
Overton and District Bowling Club
Overton Oracle
Overton Playcentre
- Lottery funding pots for the Jubilee: <https://www.tnlcommunityfund.org.uk/news/press-releases/2021-11-17/over-22million-the-queens-platinum-jubilee>

12. 4884. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

Refused by WCBC

P/2021/0862 - Musley Farm, Musley Lane, Overton, Wrexham, LL13 0LB - storage and welfare facility for equestrian purposes

P/2015/0739 – Land adjacent to Alderside, Station Road, Overton – small housing development

13.4885. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 279 TO 308

Voucher	Payment status	Code	Name	Description	Amount
279	DD	54 - Electricity at Car Park Public Toilets	British Gas SP Energy Networks	Electricity charge for Public Toilets	£ 28.43
280	Paid	101 - Community Agents expenses	Penley Rainbow Centre	Community Agents August expenses	£ 237.80
281	Paid	162 - Cleaning materials for both Public Toilet sites	Booker Cash and Carry	Cleaning items for the public toilets	£ 202.69
282	Paid	65 - Stamps and Postage	British Gas SP Energy Networks	Stamps	£ 2.25
283	Paid	68 - Office Stationery/Stamps/Misc.	Wilko	Box Files	£ 23.96
<i>Box files for past invoices and bank statements</i>					
284	Paid	101 - Community Agents expenses	Penley Rainbow Centre	Community Agents Oct expenses	£ 229.60
285	Paid	58 - Street lighting maintenance	WCBC	Quarterly maintenance community street lighting 01/07/21-30/09/21	£ 271.96
286	Paid	107 - Community Chest Grant (solar farm)	Overton and District Bowling Club	Community Chest Grant payment	£ 468.00
<i>Approval of grant on 09/11/21</i>					
287	Paid	135 - One off purchases	Timpsons	Duplicate keys cut	£ 44.25
288	Paid	162 - Cleaning materials for both Public Toilet sites	Home Bargains	Mop	£ 2.99
289	Paid	162 - Cleaning materials for both Public Toilet sites	Farm foods	Toilet Roll	£ 3.99
290	Paid	68 - Office Stationery/Stamps/Misc.	Tesco	Minute books	£ 5.50
291	DD	164 - Zoom Meetings	Zoom Video Communications	Nov 19 - Dec 18 2021	£ 14.39
292	Paid	158 - Hire of Village Hall	OVHMC	Hire of Village Hall for Blue Sky Thinking Workshop	£ 109.00
293	Paid	82 - Insurance Renewal	Gallagher (formally Came and Co.)	Insurance renewal	£ 1,723.62
294	Paid	10 - Clerk's wages	AVOW	Clerk's wages November	£ 1,207.14
295	Paid	10 - Clerk's wages	AVOW	Clerk's wages November	£ 979.20
296	Paid	11 - Public Toilet Caretakers wages	AVOW	Caretaker's wages Nov	£ 454.41
297	Paid	12 - Public Toilet Caretakers holiday cover	AVOW	Caretaker's wages Nov	£ 66.83
298	Paid	13 - Employers National Insurance payments	AVOW	Employer Nov NI	£ 98.30
299	Paid	14 - AVOW Payroll charges	AVOW	Payroll charge	£ 39.00
300	Paid	48 - Tree felling / maintenance	All Things Trees Ltd	Removal of branches and dead wood	£ 1,056.00

*Moderate priority tree work, carried out as per tree survey.
Plus removal of dead wood and branches after severe gales.
Reduce height of Holly by MM gate.*

301	Paid	53 - Materials purchased	Screwfix	Heavy duty floor cleaner	£	9.99
302	DD	40 - WCBC refuse collection charge for bin	WCBC	Weekly collection of dustbin at Playing field	£	54.83
303	DD	102 - Water at car park Public Toilets	Hafren Dyfrdwy	Public Toilets car park - water	£	11.49
304	DD	64 - Rates Non dom for garage store	WCBC	Non Dom Rates - Pavillion Garage	£	51.00
305	DD	63 - Non Dom Rates at car park Public Toilets	WCBC	Non Dom Rates - Public Conveniences	£	80.00
306	DD	63 - Non Dom Rates at car park Public Toilets	WCBC	Non Domestic Rates - Playingfield Toilet	£	19.00
307	DD	61 - Water bill at cemetery	Hafren Dyfrdwy	Water bill - Cemetery	£	2.89
308	DD	67 - Work Mobile	Katrina Chalk	Mobile phone & monthly pay as you go set	£	7.50
309	DD	40 - WCBC refuse collection charge for bin	WCBC	Weekly collection of dustbin at Playing field	£	54.83
310	DD	102 - Water at car park Public Toilets	Hafren Dyfrdwy	Public Toilets car park - water	£	11.49
311	TBP	17 - Grass Cutting	J D Bell	Grass cutting in the cemetery	£	140.00
312	TBP	20 - Litter collection and Litter bins	J D Bell	Litter collection	£	75.00
313	TBP	154 - Strimming Graves (inside)	J D Bell	Strimming Graves	£	25.00
314	TBP	23 - Maintenance work	J D Bell	Trim OCC hedge overhanging residents garden	£	200.00
<i>OCC Hedge overgrowing residents garden trimmed by contractor due to height</i>						
315	TBP	23 - Maintenance work	J D Bell	Trim OCC hedge overhanging residents garden	£	62.50
<i>OCC Yew Tree overgrowing residents garden trimmed by contractor due to height</i>						
316	TBP	27 - Grass Cutting	J D Bell	Grass cutting in the Cenotaph	£	35.00
317	TBP	28 - Hedges and trees	J D Bell	Hedge cutting	£	60.00
318	TBP	31 - Raking existing bark	J D Bell	Rake existing bark	£	75.00
319	TBP	32 - Litter Collections / Dustbins	J D Bell	Litter collection	£	131.03
320	TBP	34 - Weeding barked area o/s Pavillion & Scout Hut	J D Bell	Weeding barked area	£	30.00
321	TBP	41 - Emptying dog bin in Millennium Ave	J D Bell	Emptying Dog waste bin MM	£	60.00
322	TBP	38 - Miscellaneous work	J D Bell	Clearing leaves from Playground carpark	£	50.00
Total					£	<u>8,515.86</u>

RECEIPTS LIST 24 TO 32

Voucher	Code	Name	Description	Amount
24	168 - Scribe Cemetery Software	Scribe (Starboard Ltd)	Refund - Cemetery Software <i>Current Scribe Software was not fit for purpose. Scribe currently looking at upgrades to software.</i>	£384.00
25	9 - Bank interest	TSB	Bank interest	£23.13
26	101 - Community Agents expenses	WCBC	Reimbursement May and July expenses	£416.35
27	3 - Cemetery - burials & headstones	Edgertons Funeral Directors	Payment for burial in plot C130	£350.00
28	3 - Cemetery - burials & headstones	Edgertons Funeral Directors	Payment for burial in plot B129	£350.00
29	112 - WCBC NDR Refund	WCBC	Refund on non-dom rates - public toilets <i>Refund for main public toilets</i>	£1,445.00
30	112 - WCBC NDR Refund	WCBC	Refund on non-dom rates - public toilets <i>Refund for Playingfield public toilets</i>	£199.24
31	9 - Bank interest	TSB	Bank interest	£19.84
32	1 - Precept	WCBC	3rd Precept installment <i>3rd Precept payment, transferred to Deposit Account 06.12.21</i>	£22,535.00
TOTAL				£25,722.56

Resolution: Approval of income and expenditure proposed by Cllr Kellaway and seconded by Cllr Roberts – all in favour

14. 4886. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Forecast 2021/2022

As at 30th November 2021

Opening Balance 1st April 2021	£ 48,951.15	
Precept 2021/22 received to 31st August 2021	£ 45,070.00	
Other Income (Burials, Loss of Income Grant, Bank Interest and Reimbursement of Community Agent Expenses	£ 5,760.97	
Community Chest Grant (Solar Panels)	£ 2,919.91	
Community Agent Contracted Salary received 1st April to 30th April 2021	£ 60,000.00	
Income Total	£ 162,702.03	See bank reconciliation 30th November 2021

Expenditure to date 30th November 2021 £ 94,138.34 **See bank reconciliation 30th November 2021**

Balance to date 30th November 2021 £ 68,563.69 **See bank reconciliation 30th November 2021**

Remaining Precept due in at the end December £ 22,535.00

Forecasted expenditure between 1st December 2021 and 31st March 2022 £ 16,643.00

Please Note: The following figures need to be factored in

Reserve Figure	£ 13,521.00	Once the D/D to British Gas has been set up - reserve Figure will be reduced.
Community Agents Contract Salary	£ 15,000.00	
Earmarked expenditure -i.e. Strategic Projects Fund, Community Chest Grant, Parade Grant, Final payment re toilet	£ 40,674.00	
Ringfenced Total	£ 69,195.00	See Reserve Report (earmarked items)
Remaining funds	£ 5,260.69	

Resolution: Approval of the Financial Statement proposed by Cllr Copeman and seconded by Cllr Herbert – all in favour

15. **4887. TO SET ANY DATES FOR MEETINGS**

None planned

16. **4888. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (11TH JANUARY 2022)
- TO BE HELD IN THE PARISH ROOM with the option of remote access**

- Report on Parish Rooms internet
- Zoom contract renewal
- Update on Community Chest application – WI request for funding for projector and screen
- Council Bin near Playing field
- External Audit Report
- Members to discuss feasibility of tarmacking the gravel path in Cemetery
- Update on feasibility and cost of set of swings and climbing wall – Cllr Walker

The Chair closed the meeting at 21.00hrs.