

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
12th APRIL 2022 (at 18.50hrs)
held in person and remotely**

PRESENT: Cllr Ashton (Chairman), Cllr Alstead, Cllr Copeman, Cllr Hellingman, Cllr Herbert, Cllr Kellaway, Cllr Lynch, Cllr Pugh, Cllr Roberts (remotely) and Cllr Walker
Clerk

1. 4939. APOLOGIES FOR ABSENCE

Apologies received: County Councillor McCusker

2. 4940. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING

None disclosed

3. 4941.COMMENTS & QUERIES FROM MEMBERS OF THE PUBLIC ATTENDING

No members of the public present

4. 4942. TO CONSIDER ANY POLICE MATTERS <https://www.police.uk/your-area/north-wales-police/overton/>

- PCSO Sawyer was not present. No issues were raised by Council.

5. 4943. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS

For County Cllr McCusker to update members on:

Highway Matters

- Some more roads will be repaired soon, just waiting for the dates.
Bangor Road - the bends by the end of Argoed Lane which itself has recently been done.
Salop Road - the bend by the bungalow before you turn right for Stans and further along the section by Queensbridge.
Pot holes currently being filled with hot tar in Ansny Lane towards Cross Foxes, which started last Thursday.
- Wrexham council has been awarded £2.8 million by the Welsh Government to carry out vital repairs to the B5605 in Newbridge.
- Parking near the garages in St. Mary's Avenue – been highlighted in the past and two Council signs, one either side of the block ("No parking garages in use") were put up a couple of years ago. The owner/resident could request a "polite" notice on the garage door in question from WCBC who are responsible for the garages.

6. 4944. TO AGREE AND SIGN MINUTES OF THE FULL COUNCIL MEETING 08TH MARCH 2022

Resolved – that the Minutes of Full Council Meeting were approved by members.

7. 4945. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS

Resolved – that the Minutes of the Planning Committee Meetings held on the 28th March 2022 and 5th April were approved by Members.

8. 4946. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.

For information only

- Entry point for electrical cable through brick, into the toilets need to be sealed
Action: Clerk to contact Mega Electrical
- RoSPA inspection date will be in June 2022

- Review and adoption of Local Resolution Protocol and Complaints Procedure completed
Council asked the Clerk to organise the adoption of all Policies and procedures at a single meeting, thus streamlining the process
Action: Clerk to organise

9. **4947. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- Wrexham & Flintshire Area Committee of One Voice Wales - Tuesday March 15 2022 (Zoom) attended by Cllr Pugh. A summary was provided and one of the main issues was discussed – Training for Councillors
There is now a legal requirement for Community Councils to submit a training plan for all Community Councillors
<https://www.legislation.gov.uk/asc/2021/1/part/4/crossheading/training-of-members-and-staff-of-community-councils>
- Wrexham Town and Community Council Forum – Thursday 7th April 2022 attended by Cllr Lynch
Main points raised were:
Item 6. Wrexham Town and Community Council Charter Update – Letter to follow to Clerk
Item 7. Community Council Annual Report requirement and training plan requirement
Item 8. Provision of Optic Fibre to Rural Communities 22 – 25 April with website links to follow

10. **4948. TO RECEIVE REPORTS / ISSUES FROM**

a) Finance

- Clerk submitted a revised Financial Forecast, as of 28th February, as requested by Council.
Resolution: the financial statement is correct - approved by Council (**published page 6, item 15.4947**)
- Community Agents now funded with a one off yearly payment of £74,455 to cover ALL costs (2022-2023 Budget reported circulated to Members).

b) Cemetery

- Headstone anchoring issue reported to Clerk.
Action: Clerk to send Cllr Whittaker a draft of a letter to Edgerton and Son to highlight the issues.
- Soil Heap removal - TBC

c) Playingfields

- Clerk to follow up dates for the Trim Trail and Swings/Bouldering Frame installation

d) Main toilet

- Nothing to report

e) Oracle contribution from the Council

Three new benches will be located as follows: -

- 1 Churchyard
- 2 Playingfield – near toilet
- 3 Community Growers Garden

f) Village Forum

Action: Clerk to schedule next meeting for June

g) Litter issues

Action: Clerk to look at costs for Welsh signage corresponding to existing sign and to ask Keep Wales tidy for cheaper universal signage (picture only)

h) Parish rooms internet provision – Clerk to confirm BT hotspot/Wi-Fi connectivity, as tested successfully during the meeting. Note: connectivity via electrical line supply was unsuccessful.

i) Queens Platinum Jubilee (QPJ) – Cllr Copeman gave an update

- Beacon brazier has been ordered by the Clerk
- Cllr Herbert was thanked for his considerable contribution
- Next meeting in the White Horse at 19:00, Thursday 21st April

11. **4949. TO RECEIVE ANY CORRESPONDENCE**

Request to place a memorial bench in Overton Cemetery.

Council agreed that the £500 donation offered should be paid into the Overton Community Fund

Resolution: Approved by Council – all in favour

12. 4950.Highway Matters

Discussions regarding the quality, consistency and timeliness of highway repairs was discussed (pot holes, pavements etc) under item 5.

13. 4951. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- P/2022/0227, P/2022/0248 and P2022/0267 – Decisions made (Planning Meeting 28th March 2022)
- P/2022/0288 and P/2022/0289 – Decision made (Planning Meeting 5th April 2022)

14.4952. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 380-402

Voucher	Payment Status	Code	Description	Supplier	Total	
380	Paid		Website Maintenance and Support - annual	Website hosting	Charlotte Copeman	£92.11
381	Paid		Grass Cutting	Grass cutting in the cemetery	J D Bell	£140.00
382	Paid		Laurel hedge cut	Hedge cutting cemetery	J D Bell	£160.00
383	Paid		Litter collection and Litter bins	Litter collecting	J D Bell	£60.00
384	Paid		Strimming Graves (inside)	Strimming Graves	J D Bell	£25.00
385	Paid		Grass cutting	Grasscutting in the Playing Field	J D Bell	£80.00
386	Paid		Raking existing bark	Rake existing bark	J D Bell	£60.00
387	Paid		Litter Collections / Dustbins	Litter collecting	J D Bell	£131.03
388	Paid		Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£30.00
389	Paid		Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00
390	Paid		One Voice Wales	Membership	One Voice Wales	£248.00
391	D/D		WCBC refuse collection charge for bin	Weekly collection of dustbin at Playing field	WCBC	£54.83
392	D/D		Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£11.49
393	Paid		Community Agents expenses	Community Agents Feb expenses	Penley Rainbow Centre	£227.70
394	Paid		Play Equipment repairs	Repairs to play equipment	Eastwick Garden Centre	£1,008.00
395	D/D		Street lighting maintenance	Street lighting maintenance	WCBC	£266.84
396	D/D		Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£2.89
397	D/D		Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£80.64
398	Paid		Clerk's wages	Clerk's wages	AVOW	£1,195.56
399	Paid		Public Toilet Caretakers wages	Caretaker's wages	AVOW	£467.78
400	Paid		Public Toilet Caretakers holiday cover	Caretaker's holiday cover March	AVOW	£106.93
401	Paid		AVOW Payroll charges	Payroll charge	AVOW	£29.00
402	Paid		Community Chest Grant (solar farm)	Community Chest Grant payment	Overton Playcentre	£1,073.99
Total					£5,611.79	

RECEIPTS LIST 43-47

Voucher	Code	Bank	Description	Supplier	Total
43	Community Agents expenses	Deposit Account	Community Agents expenses	Penley Rainbow Centre	£10.00
44	Bank interest	Deposit Account	Bank interest	TSB	£14.39
45	Community Agents expenses	Current Account	Community Agents Expenses Dec/Jan	WCBC	£457.75
47	Fete - stall fees & donations	Deposit Account	Stall at fete	Overton Community Council	£3.02
46	Cemetery - burials & headstones	Deposit Account	Burial B41	Roberts Brothers	£350.00
				Total	£835.16

Resolution: Approval of income and expenditure by Cllr Whittaker and seconded by Cllr Hellingman – all in favour

15. 4953. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Forecast 2021/2022		
As at 28th February 2022		
Opening Balance 1st April 2021	£ 48,951.15	
Precept 2021/22 received to 28th February 2022	£ 67,605.00	
Other Income (Burials, Loss of Income Grant, Bank Interest and Reimbursement of Community Agent Expenses	£ 9,196.88	
Community Chest Grant (Solar Panels)	£ 2,919.91	
Community Agent Contracted Salary received 1st April to 30th April 2021	£ 60,000.00	
Income Total	£ 188,672.94	See bank reconciliation 28th February 2022
Expenditure to date 28th February 2022	£ 124,598.72	See bank reconciliation 28th February 2022
Balance to date 28th February 2022	£ 64,074.22	See bank reconciliation 28th February 2022
December precept received		
Forecasted expenditure between 1st March 2022 and 31st March 2022	£ 4,379.00	
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 received December 2021		
Earmarked expenditure -i.e. Strategic Projects Fund, Community Chest Grant, Parade Grant, Final payment re toilet	<u>£ 39,398.00</u>	
Ringfenced Total	£ 52,919.00	See Reserve Report (earmarked items)
Remaining funds	£ 6,776.22	

Resolution: Approval of the revised Financial Statement, 28th February 2022 (Members required further clarification on remaining funds figure prior to approving the financial statement in March Full Council Meeting) – all in favour

Forecast 2021/2022		
As at 31st March 2022		
Opening Balance 1st April 2021	£ 48,951.15	
Precept 2021/22 received to 31st March 2022	£ 67,605.00	
Other Income (Burials, Loss of Income Grant, Bank Interest and Reimbursement of Community Agent Expenses	£ 10,032.04	
Community Chest Grant (Solar Panels)	£ 2,919.91	
Community Agent Contracted Salary received 1st April to 30th April 2021	£ 60,000.00	
Income Total	£ 189,508.10	See bank reconciliation 31st March 2022
Expenditure to date 31st March 2022	£ 130,210.51	See bank reconciliation 31st March 2022
Balance to date 31st March 2022	£ 59,297.59	See bank reconciliation 31st March 2022
December precept received		
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 received December 2021		
	<u>£ 37,382.00</u>	
Earmarked expenditure -i.e. Strategic Projects Fund, Parade Grant		
Ringfenced Total	£ 50,903.00	See Reserve Report (earmarked items)
Remaining funds	£ 8,394.59	

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

End of Year Financial Statement – March 31st 2022

Discussions regarding the remaining end of year funds, as follows: -

- Remaining funds after subtracting the ringfenced total (reserve plus earmarked) = £8394.59
 - Current reserve, £13521.00
- Resolution:** Approval by Council to add remaining funds to the current reserve thus increasing the reserve for 2022-2023 to £21915.59 – all in favour

When the proposed total spend for the upcoming Trim Trail, Swings and Bouldering frame (£16260) is subtracted from the strategic projects fund of £29614.00, there is a “strategic surplus” of £13,354

Council agreed to agree further strategic spending at a future meeting.

Suggestions for funding: -

- 1 Extension to Playingfield Car Park into the Millennium Meadow with fencing and grass mats.
- 2 New Christmas Lights/Decorations

16. **4954. TO SET ANY DATES FOR MEETINGS**

- Finance Meeting
- Strategic Planning Meeting

17. **4955. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (10TH MAY 2022) - TO BE HELD IN PERSON**

- Training for Councillors

The Chair closed the meeting at 22.00 hrs.