

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
30th AUGUST 2022 (at 18.50hrs)
held in person and remotely**

PRESENT: Cllr Walker (Chairman - acting), Cllr Copeman, Cllr Herbert, Cllr Kellaway, Cllr Lynch, Cllr Pugh, Cllr Whittaker, Clerk

1. 5024. APOLOGIES FOR ABSENCE

Apologies received: County Cllr McCusker, Cllr Alstead, Cllr Ashton, Cllr Roberts, PCSO Sawyer

Not present: Cllr Hellingman

2. 5025. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING

None

3. 5026. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING

- Mr. Barry Metcalf asked if the Community Council would respond to the issue of straw deposited by local farmers, which littered the village and settled in large quantities in the gutter potentially blocked drains in the future.
Reference: 12.2035, Correspondence received

4. 5027. TO CONSIDER ANY POLICE MATTERS <https://www.police.uk/pu/your-area/north-wales-police/overton/>

PCSO Sawyer absent

- It was noted in response to the issue of Nitrous Oxide canisters, as recorded in the agenda, that this substance is legal

5. 5028. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS

For County Cllr McCusker to update members on:

- Local Community Council meeting proposed for October 2022
- Parkside locality increased parking meeting 18th August 2022.
5 WCBC representatives and 30 or so residents attended. The meeting went well and WCBC are responding with possible parking areas and costs
- Car Park proposed near the football pitch/Wrexham Road – WCBC suggest a pre-application to consider issues such as cost, change of use of land, visibility splays, conservation
Action: Clerk to contact WCBC re pre-application

Highway Matters

- **Action:** Clerk to ask WCBC highways department to renew the SLOW/ARAF road markings near Overton Park
- Cllr Pugh referred to a recent serious issue where in response to a fire the fire officers struggled to find any available fire hydrant(s)
Action: Clerk to ask Fire service to confirm the location of all fire hydrants in the Overton area

6. 5029. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 12TH JULY 2022

Approved – that the Minutes of Full Council Meeting were approved by members. Proposed by Cllr Pugh and seconded by Cllr Copeman

7. 5030. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS

Approved: That the Minutes of the Planning Committee Meeting held on 20th July and 9th August were approved by Members.

8. 5031. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.

For information only

9. 5032. QUEEN'S PLATINUM JUBILEE (QPJ)

- Crown of the Beacon

Resolution: Council agreed to display the Beacon Crown indoors as it would be cheaper and not exposed to the elements. Cllr Copeman will ask St. Mary's School if they are interested and the village hall is another option

- Photography exhibition organised in the village hall

Cllr Copeman suggested the exhibition could be shown at a proposed Autumn fair. An Autumn fair this year, in the village hall, has been suggested by residents and Councillors

Action: Agenda item on next Full Council Meeting, although Cllr Copeman will begin organising ASAP

10. 5033. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING

- Clerk proposed OCC arrange a First Aid Course in the village hall based on the by the course organised by AVOW

Action: Clerk to arrange

11. 5034. TO RECEIVE REPORTS / ISSUES FROM

a) Finance

- Cenotaph white line painting costing £130

Resolution: Approved by Council

Action: Clerk to check with WCBC with regard to conservation area guidelines

- Overton on Dee Jubilee Community Fund (JCF)

- i. Cllr Whittaker led the proposals for the guidelines. Council will scrutinise the documents and make suggestions
- ii. Fund is £1900 at present and ideas for income/donations/proceeds were discussed
- iii. It will be discussed at the Strategic Planning Meeting on 20th September 2022
- iv. Consideration given to a regular OCC raffle to raise funds for JCF
- v. Clerk to record all income as a specific cost code

b) Cemetery

- There is no legislation with regard to the anchoring of Headstones.

c) Playingfields

- Delivery of bouldering wall is imminent
- The annual RoSPA report has been circulated to members for scrutiny
Cllrs Lynch and Walker to recommended any improvements necessary
- Update to Playingfield inspection template/record.

Action: Cllr Copeman agreed to lead on this

- Cllr Lynch asked for quotes for replacement supporting walls enclosing play areas with bark but - no response

d) Trim Trail

Note: OCC wished to express their gratitude for the efforts of Cllr Lynch in developing this welcome and popular addition to village facilities

- New litter bin – Clerk to progress

e) Main Car Park toilets

- No issues

f) Oracle contribution from the Council

Action: Cllr Walker to write report for next issue

g) Training for Councillors

- Training skills matrix needed to address strengths and weaknesses and record the Council skill set

Action: Clerk to collate records

- h) Litter signs agreed by Council have been ordered
- i) Enhanced grass cuts in areas currently done by WCBC
Action: Proposal to seek the opinion of the village residents via the Overton Oracle – Cllr Walker
- j) WCBC forum
Action: Cllr Ashton to update
- k) Mini Meadows – Clerk to continue communications with the Growers
- l) Annual report 2021-2022
Action: Cllr Ashton to update
- m) British Gas Mandate
Resolution: Council agreed to pay off the outstanding bill in full
Action: Clerk to ask for up to date invoice from British Gas

12.5035. TO RECEIVE ANY CORRESPONDENCE

- Letter from Mr. Barry Metcalfe regarding the recent straw litter in the village
The issues were discussed, and we need to know who was responsible for the straw litter (local farmers?) and who is responsible for the clear up (WCBC?)
Action: Clerk to investigate further and to keep Mr. Metcalfe informed of progress

13. 5036. Highway Matters

Nothing further to report

14. 5037. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- P/2022/0559
– Decision made (Planning Meeting 20th July 2022)
- P/2022/0640
– Decision made (Planning Meeting 9th August 2022)

- P/2022/0136 Dog Walking Area approved by WCBC with several stipulations
- P/2022/0083 Lodge extension approved by WCBC
- P/2022/0575 Smithy internal works - approved.

- Clerk to attend introduction to Planning, an AVOW on-line course

15. 5038. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 108 - 169

Voucher	Status	Code	Description	Supplier	Total	
108	Paid		Grass Cutting	Grass cutting in the cemetery	J D Bell	£280.00
109	Paid		Litter collection and Litter bins	Litter collecting	J D Bell	£75.00
110	Paid		Cutting Cemetery extension	Grass cut in extension field	J D Bell	£60.00
111	Paid		Strimming Graves (inside)	Strimming Graves	J D Bell	£50.00
112	Paid		Grass Cutting	Grasscutting in the Cenotaph	J D Bell	£35.00
113	Paid		Grass cutting	Grasscutting in the Playing Field	J D Bell	£160.00
114	Paid		Raking existing bark	Rake existing bark	J D Bell	£75.00
115	Paid		Litter Collections / Dustbins	Litter collecting	J D Bell	£131.03
116	Paid		Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£30.00
117	Paid		Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00
118	Paid		Cut grass/tide area front of MM gate	Cutting grass by Millennium Meadow gate	J D Bell	£30.00
119	Paid		WCBC refuse collection charge for bin	Litter collection	WCBC	£56.00
120	Paid		Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£34.70
121	Paid		Grant - Fete	Queens Jubilee	Two Doves Ltd	£180.00
123	Paid		Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£51.00
122	Paid		Annual Play Equipment Inspection	RoSPA play equipment inspections	Playsafety Limited	£117.60
126	Paid		Misc items purchased for use at the Public Toilets	Cleaning items for the public toilets	Booker Cash and Carry	£43.16
124	Paid		Grant for Parade (Social Inclusion Grant)	Queens Jubilee	WI	£95.86
125	Paid		Community Agents Allocation	2nd quarter payment for Community Agents	Penley Rainbow Centre	£18,613.75
127	Paid		Telephone and Broadband	Telephone and broadband service	David Williams	£30.95
129	Paid		Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£6.28
130	Paid		Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£34.03
131	Paid		Grant - Overton Oracle	Annual Grant	Overton Oracle	£200.00
128	Paid		Defibrillator and associated costs	Defibrillator and cabinet	Defib Warehouse	£318.00
132	Paid		AVOW Payroll charges	Payroll charge (July)	AVOW	£30.50
133	Paid		Public Toilet Caretakers wages	Caretaker's wages (July)	AVOW	£513.00
134	Paid		Pubc Toilet Caretakers holiday cover	Caretakers holiday cover - July	AVOW	£163.88
135	Paid		Clerk's wages	Clerk's wages July	AVOW	£1,195.56
136	Paid		Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£53.60

137	Paid	Defibrillator and associated costs	Defibrillator and cabinet	Peter Lynch	£73.90
138	Paid	WCBC refuse collection charge for bin	Litter collection	WCBC	£56.00
139	Paid	Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£34.73
140	Paid	Grass Cutting	Grasscutting in the Cemetery	J D Bell	£140.00
141	Paid	Litter collection and Litter bins	Litter collecting	J D Bell	£60.00
142	Paid	Cutting Cemetery extension	Grass cutting in Cemetery Extension	J D Bell	£60.00
143	Paid	Strimming Graves (inside)	Strimming Graves	J D Bell	£25.00
144	Paid	Ad Hoc Tasks	Weed path	J D Bell	£25.00
145	Paid	Grass Cutting	Grass cutting Cenotaph	J D Bell	£35.00
146	Paid	Grass cutting	Grasscutting in the Playing Field	J D Bell	£80.00
147	Paid	Hedges and trees cutting	Hedge cutting Playingfield	J D Bell	£227.50
148	Paid	Raking existing bark	Rake existing bark	J D Bell	£60.00
149	Paid	Litter Collections / Dustbins	Litter collecting	J D Bell	£131.03
150	Paid	Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£30.00
151	Paid	Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00
152	Paid	Cut grass/tide area front of MM gate	Cutting grass by Millennium Meadow gate	J D Bell	£30.00
153	Paid	Ad Hoc Tasks	Strimming and tidy inside millennium gates	J D Bell	£162.50
154	Paid	Misc work - Cutting wildflower areas	Wildflower areas	J D Bell	£237.50
155	Paid	Benches	Bench for Community	Peter Lynch	£284.94
156	Paid	Misc	Security for anchoring benches	Peter Lynch	£44.18
157	Paid	Computer Supplies	Webcam	Charlotte Copeman	£31.44
158	Paid	Training for the Clerk	First Aid Training	AVOW	£30.00
159	Paid	Office Stationery/Stamps/Misc	Office storage	David Williams	£50.97
160	Paid	Street lighting maintenance	Street lighting maintenance	British Gas	£917.88
161	Paid	Parks and Open Spaces - Misc	Safety Signs	Excel Signs	£108.00
162	Paid	Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£6.28
163	Paid	Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£29.03
164	Paid	Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£61.30
165	Paid	AVOW Payroll charges	Payroll charge	AVOW	£22.00
166	Paid	Public Toilet Caretakers wages	Caretaker's wages	AVOW	£498.75
167	Paid	Clerk's wages	Clerk's wages August	AVOW	£1,195.56
168	Paid	Grant - Overton Twinning	Annual Grant	Overton Twinning Association	£400.00
169	Paid	Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£51.00

Total £27,983.39

RECEIPTS LIST 29-37

Voucher	Code	Description	Supplier	Total
29	Refunds to OCC	Sanitary unit for the public toilets	PHS Group	£246.48
30	Cemetery - burials & headstones	Burial B46	Caldecott and Sons Ltd	£150.00
31	Cemetery - burials & headstones	Burial plot B90	Edgertons Funeral Directors	£150.00
32	Bank interest	Bank interest	TSB	£37.15
33	Cemetery - burials & headstones	Burial plot B51	Edgertons Funeral Directors	£150.00
34	Precept	Precept	WCBC	£20,473.00
35	Bank interest	Bank interest	TSB	£48.09
36	Cemetery - burials & headstones	Burial of Ashes (GofR)	Mossford Brothers	£75.00
37	Cemetery - burials & headstones	Tablet G of R	Mossford Brothers	£80.00
Total				£21,409.72

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

16.5039. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Forecast 2022/2023	£	Comments - Clerk
As at 29th August 2022		
Opening Balance 1st April 2022	£ 59,297.59	
Precept 2021/22 received to 30th April 2022	£ 20,473.00	
Other Income (Burials, Loss of Income Grant, Bank Interest etc)	£ 3,867.40	
Community Chest Grant (Solar Panels)	£ 3,244.78	
Community Agent Contract (Proposed) 1st April 2022 to 30th April 2023	£ 74,455.00	
Income Total	£ 161,337.77	See bank reconciliation 29th August 2022
Expenditure to date 29th August 2022	£ 77,222.33	See bank reconciliation 29th August 2022
Balance to date 29th August 2022	£105,525.16	See bank reconciliation 29th August 2022
Remaining Precept due in July and December	£ 20,473.00	
Forecasted expenditure between 1st September 2022 and 31st March 2023	TBC	
Please Note: The following figures need to be factored in		
Reserve Figure	£ 21,915.59	
Community Agents Contract Salary	£ 37,600.55	
Earmarked expenditure - Strategic Projects Fund, Queen's Jub. Funding (held over)	£ 16,309.00	
Ringfenced Total	£ 75,825.14	
Remaining funds	£ 50,173.02	

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

17.5040. TO SET ANY DATES FOR MEETINGS

- Strategic Planning Committee Meeting – Tuesday September 20th 2022 14:00 at Parish Rooms
Cllr Whittaker to Chair, Cllr Copeman, Cllr Kellaway
- Playingfield Committee – Saturday 1st October 2022 9:00 at Football Pavillion
- Amenities Committee Meeting – Saturday 1st October 2022 10:30 at Football Pavillion

18.5041. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (11TH OCTOBER 2022) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)

- Replacement and addition of benches

The Chair closed the meeting at 21:10 hrs.