

**OVERTON COMMUNITY COUNCIL  
MINUTES OF FULL COUNCIL MEETING  
8<sup>th</sup> NOVEMBER 2022 (at 18.50hrs)  
held in person and remotely**

**PRESENT:** Cllr Aston (Chair), Cllr Alstead, Cllr Copeman, Cllr Herbert, Cllr Kellaway, Cllr Lynch, Cllr Pugh, Cllr Roberts (remotely), Cllr Walker, Cllr Whittaker, County Cllr McCusker, Clerk,

**1. 5059. APOLOGIES FOR ABSENCE**

**Apologies received:** Cllr Hellingman, PCSO Sawyer

**2. 5060. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**

Personal interests declared by Cllr Ashton and Cllr Copeman

**3. 5061. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**

- None

**4. 5062. TO CONSIDER ANY POLICE MATTERS <https://www.police.uk/pu/your-area/north-wales-police/overton/>**

- PCSO Sawyer sent in local report

**5. 5063. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**

For County Cllr McCusker updated members on:

- Local Community Council meeting TBC for December
- Additional car parking for Parkside is proving difficult to allocate. There may be potential for extra car parking as a result of future housing developments in the locality.
- Cllr McCusker discussed the pre-application for the Housing Development near St. Mary's avenue. He will supply figures on the numbers of residents nearby, and their car usage. The Chair referred to the meetings with Pickstock homes (see agenda item 13).
- Cllr Ashton and County Cllr McCusker commented on the urgency of action by WCBC needed to address damp and mould in a council flat near Parkside
- A faulty light needs to be fixed near 22 Bangor Road – Cllr McCusker is following this up

Highway Matters

- Cllr Ashton asked if the unblocking of drains in the High Street near the Chemist and on the Penley Road where flooding and freezing water is an issue, could be addressed as a priority.
- Recent road traffic accidents were discussed. The tight corners at both ends of the High Street result in large vehicles (articulated lorries) crossing the midline/corners and an SUV was seriously damaged recently.

**6. 5064. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 11<sup>TH</sup> OCTOBER 2022**

- **Approved** – that the Minutes of Full Council Meeting were approved by members. Proposed by Cllr Alstead and seconded by Cllr Lynch

**7. 5065. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**

- **Approved** – that the minutes of the Extraordinary Meeting 3<sup>rd</sup> November (Pre-application from Pickstock homes) Proposed by Cllr Herbert and seconded by Cllr Pugh

## **8. 5066. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

### **For information only**

- Remembrance Sunday
  - Royal British Legion Wreath has been received and donation of £50 to be arranged
  - Clerk has arranged for signage to be collected from Amberon (FOC) on Friday 11<sup>th</sup> November and return Monday 14<sup>th</sup> November
  - Council volunteers agreed to help with the service arrangements on the High Street
  - Lamp Post Poppies have been attached

## **9. 5067. QUEEN'S PLATINUM JUBILEE (QPJ)**

- Crown of the Beacon - Cllr Copeman contacted St. Mary's School and Clerk has visited the school with the Crown of the Beacon. The School has suggested a display of the Crown and Council agreed to fund the costs for this (see Community Chest applications)

## **10. 5056. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- See comments under correspondence below

## **11. 5069. TO RECEIVE REPORTS / ISSUES FROM**

### **a) Finance**

- Tender for the new Grounds Maintenance Contract  
David Bellis has agreed to be an independent overseer of the process where required, meeting to discuss the Tender Award TBC
- Payment for the Annual Village Hall Christmas Tree approved at a cost of £130

### **b) Cemetery**

- Nothing to add

### **c) Playingfields**

- Annual RoSPA report - Cllrs Lynch and Walker to recommend any improvements necessary  
**Action:** Cllr Walker will address all necessary issues
- Update to Playingfield inspection template/record.  
**Action:** Cllr Copeman to finalise and include reference to the Trim Trail and Swings/Climbing Frame
- Two additional benches to be located in the Millennium Meadow
- **Resolution:** Approved by Council  
**Action:** Cllr Lynch to order two more benches

### **d) Trim Trail**

- New litter bin – next meeting agenda

### **e) Main Car Park toilets**

- Nothing to report

### **f) Training for Councillors**

- Clerk suggested a Training plan for submission as soon as possible  
**Action:** Cllr Ashton and Clerk

### **g) Littering caused by hay from agricultural vehicles – see correspondence**

### **h) Annual report 2021-2022 – completed**

- i) Merging of Committees – proposal to reduce the number of committees by removing the Amenities Committee and integrating the issues into the current Playingfields and Cemetery Committees

**Resolution:** Approved by Council

**Action:** Clerk to amend the terms of references and committee arrangements for the AGM in May 2023

### **j) Winter Fair**

- Proposal to use cash collection buckets for the Jubilee Community Fund  
**Resolution:** Approved by Council
- Relevant images other than the Queen's Platinum Jubilee celebrations may be used in the Photography exhibition. A projector and screen have been booked with AVOW

- Many raffle prizes have been donated. Note: The Council cannot legally sell raffle tickets online, before the Winter Fair
  - Council agreed on the cost of refreshments
  - Councillors volunteered to help and it was noted that car parking in the vicinity was an issue at the recent Village Hall Fair and needs to be monitored.
- k) Warm spaces – proposal for a regular Monday “warm spaces” coffee morning  
**Resolution:** Approved by Council  
**Action:** Cllr Copeman to circulate arrangements
- l) Support for Village Hall facilities  
**Resolution:** Council could not approve the wheelchair lift as the Recreational Club is a business  
**Action:** Clerk to reply to Bill Grindley (Village Hall) and explore a request for a projector and screen
- m) Village History Project – proposal for an initial budget of £500  
**Resolution:** Approved by Council
- n) Community Chest Applications: -

Applicant	Summary	Amount Applied for	Resolution:
1 St. Mary's School	Defib Plinth (Beacon) Wellie Store Outdoor Play equipment	£2426	Approved
2 Overton FC	Leaders Accreditation (H&S – First Aid)	£770	Approved
3 Overton Twinning	Reusable glasses Minibus Hire	£500	Approved
4 Hope House	Multi – sensory play equipment	£500	Rejected
Total		£3696	
Current Community Chest Fund		£4938.64	
Remaining Fund		£1242.64	

**Resolution:** Members approved applications 1,2 and 3.

Members rejected 4 as the applicant is not in the locality

**Action:** Clerk to send letters to the applicants with the decisions agreed by Council

## **12. 5070. TO RECEIVE ANY CORRESPONDENCE**

- Civility and Respect Pledge (NALC, SLCC, OVW) – next meeting agenda item
- Hay “littering” – council decided not to pursue the matter any further
- County Cllr McCusker is addressing the broken light and damp in house (agenda item 5)

## **13. 5071. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS**

Meeting to discuss the Community Council response to the proposed new Housing Development off St. Mary's Avenue – Pickstock Homes

- Members of the Community Council attended the presentations in the Village Hall on 28.10.22 or 04.11.22 listening to the residents and asking questions
- The meeting in the Village Hall on 10.11.22 will help the Council get a clear picture of the opinions, suggestions and questions of local residents
- It was agreed by Council that it was important to record the views of residents. A proforma will be available to attendees to record their views
- The Community Council will meet on Tuesday 15<sup>th</sup> November to collate and review submissions

**14. 5072. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS****Overton Community Council  
PAYMENTS LIST 195-227**

<b>Voucher</b>	<b>Status</b>	<b>Code</b>	<b>Description</b>	<b>Supplier</b>	<b>Total</b>	
195	Paid		Hire of Village Hall	Village Hall Rent	Overton Village Hall	£417.50
196	Paid		Miscellaneous work	Security for anchoring benches	Peter Lynch	£22.09
197	Paid		Litter Collections / Dustbins	Litter collection	WCBC	£56.00
198	Paid		Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£34.73
200	Paid		Insurance Renewal	Insurance renewal	Gallagher (formally Came and Co.)	£1,867.05
202	Paid		Training for the Clerk	Clerk Training	Planning Aid Wales	£35.00
203	Paid		Mowing Millennium Meadow	Grass cutting	Andrew Jones	£240.00
204	Paid		Donation - Poppy Appeal	Wreath for Remembrance Day	Royal British Legion	£50.00
199	Paid		Accountancy Software renewal	Accounts software	Scribe	£561.60
201	Paid		Microshade - backups & Office	Annual payment	Microshade	£537.60
205	Paid		Public Toilet Upgrade	Upgrade of Public Toilets	R.J.Kupski Plumbing and Heating	£156.00
206	Paid		Grass Cutting	Grasscutting in the Cemetery	J D Bell	£280.00
207	Paid		Litter collection and Litter bins	Litter collecting	J D Bell	£75.00
208	Paid		Strimming Graves (inside)	Strimming Graves	J D Bell	£50.00
209	Paid		Ad Hoc Tasks	Weed path	J D Bell	£25.00
210	Paid		Grass Cutting	Grass cutting Cenotaph	J D Bell	£70.00
211	Paid		Grass cutting	Grasscutting in the Playing Field	J D Bell	£240.00
212	Paid		Raking existing bark	Rake existing bark	J D Bell	£75.00
213	Paid		Litter Collections / Dustbins	Litter collecting	J D Bell	£131.03
214	Paid		Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£30.00
215	Paid		Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00
216	Paid		Cut grass/tide area front of MM gate	Cut grass at Millennium gate	J D Bell	£60.00
217	Paid		One off purchases	Electricity lighting back payment to British Gas	British Gas	£6,138.87
218	Paid		Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£6.28
219	Paid		Electoral charges	Election costs May 2022	WCBC	£161.04
220	Paid		AVOW Payroll charges	Payroll charge	AVOW	£30.50
221	Paid		Public Toilet Caretakers holiday cover	Caretaker holiday cover - Sept	AVOW	£71.25
222	Paid		Public Toilet Caretakers wages	caretaker's October wages	AVOW	£513.00

223	Paid	Clerk's wages	Clerk's October wages	AVOW	£1,195.56
224	Paid	Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£97.45
225	Paid	Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£29.03
227	Paid	Community Agents Allocation	3rd quarter payment for Community Agents	Penley Rainbow Centre	£18,613.75
226	Paid	Projects	New Swings and Climbing Frame	Aceplay	£6,652.79
<b>Total</b>					<b>£38,583.12</b>

## Overton Community Council

### RECEIPTS LIST 39-60

Voucher	Code	Description	Supplier	Total
39	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
40	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
41	Bank interest	Bank interest	TSB	£45.36
42	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
43	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
44	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
45	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
46	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
47	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
48	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£15.45
49	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
50	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
51	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
52	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
53	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
54	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£7.73
55	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£30.00
56	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
57	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
58	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
59	Fete - stall fees & donations	Stall at fete	Overton Community Council stalls	£10.00
60	Cemetery - burials & headstones	Headstone	Stretton Stonemasons	£150.00
<b>Total</b>				<b>£418.54</b>

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

**15.5073. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE**

<b>Forecast 2022/2023</b>	<b>£</b>	<b>Comments - Clerk</b>
As at 31st October 2022		
Opening Balance 1st April 2022	£ 59,297.59	
Precept 2022/23 received to 31st October 2023	£ 40,946.00	
Other Income (Burials, Bank Interest etc)	£ 3,867.40	
Community Chest Grant (Solar Panels)	£ 3,244.78	2022-23 allocation
Community Agent Contract - 1st April 2022 to 30th April 2023	£ 75,455.00	
<b>Income Total</b>	<b>£ 183,214.25</b>	<b>See bank reconciliation 31st October 2022</b>
<b>Expenditure to date 31st October 2022</b>	<b>£ 119,798.80</b>	<b>See bank reconciliation 31st October 2022</b>
<b>Balance to date 31st October 2022</b>	<b>£ 63,415.45</b>	<b>See bank reconciliation 31st October 2022</b>
<b>Remaining Precept due in December</b>	<b>£ 20,473.00</b>	
<b>Forecasted expenditure between 1st November 2022 and 31st March 2023</b>	<b>TBC</b>	
<b>Please Note: The following figures need to be factored in</b>		
Reserve Figure	£ 15,776.72	Paid British Gas £6139
Community Agents Contract Payments	£ 18,613.75	
Earmarked expenditure - Strat.Projects, QJF credit,Comm. Chest credit (22-23)	£ 18,459.85	Paid 5544 - New swings/climbing frame
<b>Ringfenced Total</b>	<b>£ 52,850.32</b>	
<b>Remaining funds</b>	<b>£ 31,038.13</b>	

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

**16.5074. TO SET ANY DATES FOR MEETINGS**

- Extra-Ordinary Meeting to discuss the precept 29<sup>th</sup> November 2022
- Playingfield Committee Meeting - TBA
- Ground Maintenance Tender applications review – TBC

**17.5075. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (13<sup>TH</sup> DECEMBER 2022) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)**

- Civility and Respect Pledge (NALC, SLCC, OWW)
- New litter bin
- Food bank in Overton

The Chair closed the meeting at 21:25 hrs.