

**OVERTON COMMUNITY COUNCIL  
MINUTES OF FULL COUNCIL MEETING  
12<sup>th</sup> February 2024 (at 18.50hrs)  
held in person**

**PRESENT:** Cllr Walker (Chair), Cllr Alstead, Cllr Copeman, Cllr Herbert, Cllr Lynch, Cllr Pugh, County Cllr McCusker, Clerk

**1. 5292. APOLOGIES FOR ABSENCE**

**Apologies received:** Cllr Whittaker, PCSO Sawyer      **Absent:** Cllr Ashton, Cllr Hellingman

**2. 5293. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**

- None declared

**3. 5294. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**

- None received

**4. 5295. TO CONSIDER ANY POLICE MATTERS**

- Cllr Walker read out details of the February North Wales Police update
- PCSO Sawyer asked OCC to approach WCBC and request double yellow lines on the corner/junction of School Lane and Bangor Road.

**Action:** OCC asked County Cllr to take this forward with WCBC who will ask the residents near the area of concern for their comments and/or support.

**5. 5296. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**

County Cllr McCusker updated members on:

- Cemetery grave

**Action:** Cllr Walker, Cllr Lynch and Clerk to inspect all cemetery gravestones

Highway Matters

- A528 at Queensbridge is in a very bad state due to potholes and uneven road surface. Rhewal lane has severe mud and drainage issues as well as pothole. County Cllr McCusker is working with WCBC to prioritise and address these issues.
- Vehicle Activated Sign (VAS) for Salop Road was discussed.

**Action:** County Cllr McCusker to approach WCBC for further information on a new VAS.

**6. 5297. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 8<sup>TH</sup> JANUARY 2024**

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

**7. 5298. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**

- Planning Meeting 10<sup>th</sup> January 2024
- Planning Meeting 31<sup>st</sup> January 2024

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

**8. 5299. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

**For information only**

Decision notes and Actions updated

- Planning for the new Cemetery extension will be discussed at the next General Amenities Meeting
- Meeting with Overton FC was very positive and the project is progressing nicely

**9. 5300. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- Clerk attended the Community agents meeting on 16<sup>th</sup> January. There is funding available for a further two years from WCBC but no uplift each year.
- Clerk briefed the Community Council on Affinity lottery as an income generation scheme for councils.

**10. 5301. TO RECEIVE REPORTS / ISSUES FROM**

a) Finance

- WCBC contract with Southern Cluster Consortia (Rainbow Centre). Provision of a Community Agents Scheme for South Maelor was supposed to go live on Friday 2<sup>nd</sup> February 2024
- New Clerk's Model Contract – there is no current need to issue a new contract but the Clerk has updated the model contract for OCC

b) Cemetery

- Planning for the Cemetery Extension as additional spaces will be needed when the current capacity of the existing Cemetery and Garden of Remembrance is exceeded  
**Action:** next General Amenities Meeting

c) Playingfields

- The potential funding for a Football Association of Wales grant was discussed. The general funding idea is accepted as a positive step for the Community, however the practicalities need further clarification  
**Action:** Cllr Lynch, Cllr Walker Andrew Jamieson (Chair OFC) and Clerk - Walk through the football pavilion facilities and draw up a Schedule of Works to clarify the practical details and detailed proposals
- The wooden entrance gate to the football pitch area was badly damaged in a recent gale  
**Action:** Cllr Lynch and Cllr Walker to purchase a replacement and repair the gate (estimated cost £250)
- Playground inspections are due  
**Action:** Clerk to re-issue template and a new monthly rota

d) Main Car Park toilets

- Lock for disabled toilet and toilet seat for the gents – in progress
- Cllr Lynch was unable to identify any candidates for the possible deep clean for the main car park toilets.

e) Training for Councillors

- Nothing further to report

f) Community Hub

- The application for a Loneliness and Isolation Grant (AVOW) was unsuccessful.
- The hire of the parish room is now paid monthly making budgeting more accurate.

g) Overton-on-Dee Jubilee Community Fund (OJCF)

- Transfer of existing Overton Jubilee Community Fund to a local charitable trustee – Cllr Whittaker is approaching possible fund holders. If a fund holder cannot be found members would need discuss where the fund monies should be allocated at the next Community Council meeting.

h) Oracle report for March 2024 to be completed by the Clerk

- To include an item on the Community Hub  
**Action:** Clerk

i) D-day 80<sup>th</sup> Anniversary

- OCC to work with the local Royal British Legion on plans for the event with attendance at their next meeting on March 14<sup>th</sup> 2024

j) Advertising surveys/events/meetings on our website/Facebook

- **Action:** Clerk

## **11.5302. TO RECEIVE ANY CORRESPONDENCE**

- Email received concerning the growth of Ivy on the Yew trees in the churchyard – comprehensive reply from Cllr Whittaker
- Horse Chestnut tree leaf litter and its removal  
**Action:** Clerk to ask WCBC to remove leaves and debris
- Provision for Tennis Club improvements following housing development application approval  
- Cllr Pugh explained to a representative of the bowling club that this provision is covered by section 106 of the Planning Act.  
*“planning authorities can seek contributions from developers to offset negative consequences of development, to help meet local need, or to secure benefits which will make developments more sustainable”*  
The monies received from the developer do not go to the local community but to the local council. In this case the monies go into a fund managed by WCBC.
- Penelope Coles submission to join OCC  
**Resolution:** To accept the submission to join OCC  
Approved by Council
- Vehicle Activated Signs – see highways

## **12. 5303. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS**

- P2023/0858 7, Dispensary Row, Wrexham Road, Overton, Wrexham, LL13 0DU  
Listed building consent for replacement windows and installation of double glazing (15.12.23)
- P2023/0877 Knolton Farm, St Martins Road, Overton, Wrexham, LL13 0LG  
Installation of replacement milking parlour (21.12.23)
- P2023/0884 8, Dispensary Row, Wrexham Road, Overton, Wrexham, LL13 0DU  
Listed building consent for replacement windows and installation of double glazing (15.12.23)
- P2024/0017 Stable Cottage, Hill Farm, Station Road, Overton, LL13 0LJ  
Conversion of a stable into ancillary accommodation including porch to front (23.01.24)
- P2024/0022 Land Adjoining Whooters Lodge, Oswestry Road, Overton, Wrexham, LL13 0LG  
Retention and continued use of gazebo, jetty, bridge and tree house (26.01.24)

### 13. 5304. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

#### PAYMENTS LIST 231-268 (January 2024)

Voucher	Status	Code	Description	Supplier	Total	
231	Paid		Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£32.21
232	Paid		WCBC refuse collection charge for bin	Litter collection	WCBC	£32.70
233	Paid		Grass Cutting Cemetery	Grass cutting in the cemetery	J D Bell	£210.00
234	Paid		Litter collection and Litter bins Cemetery	Litter collecting	J D Bell	£75.00
235	Paid		Raking existing bark	Rake existing bark	J D Bell	£50.00
236	Paid		Litter Collections / Dustbins	Litter collection	J D Bell	£240.00
239	Paid		Office Rent	Office Rent	Overton Village Hall	£406.00
241	Paid		Parish Room Hire	Parish Room Hire	Overton Village Hall	£2,369.00
240	Paid		SLCC	SLCC Membership	SLCC	£188.00
237	Paid		Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00
238	Paid		Zoom Meetings	Zoom Contract Dec 2023-Dec 2024	Zoom Video Communications	£287.81
242	Paid		Fire Extinguisher annual check Pavilion and Garage	Fire Extinguisher Test at Pavilion and Garage	Celtic Fire Service Ltd	£53.82
243	Paid		Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£62.00
244	Paid		Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£5.00
249	Paid		Bank Charge	Bank Charge	TSB	£15.00
246	Paid		Rent for Millennium Meadow	Rent for the Millennium Meadow	Bryn-y-Pys Estate	£490.00
248	Paid		Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£133.07
245	Paid		Defibrillator and associated costs	New defib pads	Defib Warehouse	£77.94
247	Paid		Misc items purchased for use at the Public Toilets	Auto Hand Drier for toilet	C. E. F. Electrical Services	£88.20
250	Paid		Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£33.20
251	Paid		Public Toilet Caretakers wages	Caretaker's Wages January	AVOW	£610.05
252	Paid		Clerk's wages	Clerk's January wages	AVOW	£1,451.15
253	Paid		Clerk's wages	AVOW Payroll charges - monthly	AVOW	£30.50
254	Paid		Telephone and Broadband	Answer phone digital cordless	Amazon.co.uk	£29.58
255	Paid		Cleaning materials for both Public Toilet sites	Cleaning items for the public toilets	Amazon.co.uk	£15.49
256	Paid		Laurel hedge cut Cemetery	Cutting laurel hedge	J D Bell	£500.00

257	Paid	Litter collection and Litter bins Cemetery	Litter collection	J D Bell	£75.00
258	Paid	Ad Hoc Tasks Cemetery	Cemetery path sprayed and weeded	J D Bell	£40.00
259	Paid	Raking existing bark	Rake existing bark	J D Bell	£50.00
260	Paid	Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£35.00
265	Paid	Parish Room Hire	Hire of parish rooms for meetings	Overton Village Hall	£32.00
266	Paid	Parish Room Hire	Hire of parish rooms for meetings	Overton Village Hall	£96.00
267	Paid	Parish Room Hire	Hire of parish rooms for meetings	Overton Village Hall	£37.50
268	Paid	Parish Room Hire	Parish Room Hire	Overton Village Hall	£15.00
261	Paid	Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00
262	Paid	Removal of Christmas Tree VH	Removal and disposal of Christmas Tree	J D Bell	£25.00
263	Paid	Litter Collections / Dustbins	Litter collection	J D Bell	£240.00
264	Paid	Maintenance work at both toilet sites	High Power Jet out of foul drain at public toilet	A-N-L Drainage Contractors	£150.00
<b>Total</b>					<b>£8,401.22</b>

#### RECEIPTS LIST 54-55 (January 2024)

Voucher	Code	Description	Supplier	Total
54	Bank interest	Bank interest	TSB	£70.78
55	Cemetery - burials & headstones	Burial	Roberts Brothers	£150.00
<b>Total</b>				<b>£220.78</b>

**Resolution: Approval of income and expenditure proposed by Cllr Lynch and Cllr Herbert – all in favour**

**14.5305. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE**

Forecast 2023/2024	£	Comments - Clerk
<b>As at 31st January 2024</b>		
Opening Balance 1st April 2023	£ 44,951.50	Comm. Agent Contract received by OCC and paid in full
Precept 2023/24 to date	£ 61,418.00	
Cemetery	£ 1,400.00	
Bank Interest	£ 466.23	
Overton Community Fund Proceeds	£ 898.90	
Community Chest (Solar farm)	£ 3,615.22	
Others (EVC rebate, playcentre error)	£ 549.03	
<b>Income Total</b>	£ 194,211.88	<b>See bank reconciliation 31st January 2024</b>
<b>Expenditure to date</b>	£ 142,498.06	<b>See bank reconciliation 31st January 2024</b>
<b>Balance to date</b>	<b>£ 51,713.82</b>	<b>See bank reconciliation 31st January 2024</b>
<b>Earmarked/Reserves</b>		
Reserve Figure	£ 15,776.72	
Strategic Planning Projects	£ 6,732.39	
Overton Events Fund	£ 3,891.98	
Community Chest Fund (solar farm)	£ 4,857.50	
Overton Community Fund	£ 3,531.20	
<b>Ringfenced Total</b>	£ 34,789.79	<b>See reserves balance</b>
<b>General Fund</b>	£ 16,924.03	
<b>Balance to date</b>	<b>£ 51,713.82</b>	

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

**15.5306. TO SET ANY DATES FOR MEETINGS**

- Finance meeting

**16.5307. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (12<sup>TH</sup> MARCH 2024)  
- TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)**

- Overton Annual Fete/Street Market – 29<sup>th</sup> June 2024.
- D-day 80<sup>th</sup> anniversary

The Chair closed the meeting at 21:10 hrs.