

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

**PRESENT:** Cllr Walker (Chair), Cllr Alstead, Cllr Ashton, Cllr Coles, Cllr Copeman, Cllr Pugh, Cllr Whittaker, County Cllr McCusker, Clerk

**1. 5418. APOLOGIES FOR ABSENCE**

**Apologies received:** Cllr Hellingman, Cllr Herbert, Cllr Lynch, PCSO Dean Sawyer

**2. 5419. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**

- Cllr Ashton and Cllr Copeman declared their interest as school governors at St. Mary' s School, Overton

**3. 5420. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**

- Mrs Katrina Chalk attended the first part of the meeting to take note of the response by County Cllr McCusker to the ongoing issue of traffic incidents on the A528

**4. 5421. TO CONSIDER ANY POLICE MATTERS**

- Latest update available, nothing of concern.

**5. 5422. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**

County Cllr McCusker updated members on:

- Overton library – a consultation on the future provision of library services in Wrexham Borough was discussed. It was noted there has been a very similar previous consultation in 2016.
  - County Cllr McCusker has spoken to Wes of Streetscene WCBC on the recycling garbage vehicle issue.
  - Damp issues at 1 Radcliffe, Overton – the resident is being moved out whilst it is sorted.
- Highway Matters
- In order to address the increase in incidents on the A528 several factors have to be taken into consideration. These include, acquisition of Stats 19 from North Wales Police, police perception, possible causes, sign blindness and flashing signs. County Cllr will follow up the issues and report to the next Community Council meeting. Cllr Walker noted the poor condition of the pavement in the same area, which is overgrown and needs urgent attention.
  - Implementation of double yellow lines near the School Lane – has been agreed by WCBC.
  - Speed checks have been installed on roads around the village.
  - Speedwatch – community speed watch will be discussed with the new PCSO.  
**Action:** Clerk to meet and discuss with new PCSO, Lisa-Marie Davies.
  - Cllr Walker is addressing the vehicle activated sign on station road which is not working at present.
  - The issue of blocked drainage ditches was raised (e.g. Burgess lane) and both WCBC and the landowners may be responsible for repairs, depending on the exact location of the drainage ditch.

**6. 5423. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 14<sup>TH</sup> OCTOBER 2024**

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

**7. 5424. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**

- Finance Committee Meeting Tuesday 29th October 2024

**8. 5425. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

**For information only**

- a) The Clerk updated the Community Council on the decision notes and actions agreed.

**9. 5426. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- Clerk's meeting with the new Community Agents on Wednesday 23rd October 2024  
The two recently appointed Community Agents (AVOW), Zoe Scott and Brigitte Price, are attending the next Community Council meeting on 9<sup>th</sup> December.

**10. 5427. TO RECEIVE REPORTS / ISSUES FROM**

a) Finance

- Local Government Service 2024 pay agreement backdated to April 1<sup>st</sup> 2024.  
5.8% - Caretaker up to £12.26 per hour (SCP2).  
4.7% - Clerk up to 15.33 per hour (SCP16).  
**Resolution:** Approved by Council.
- New Model Financial Regulations 2024.  
**Action:** Clerk to incorporate all mandatory legal requirements and review the suggested guidance.
- Wilson Facilities Management – Christmas Lights, proposed cost £1200 plus VAT (no price increase on 2023)  
**Resolution:** Approved by Council.
- Damaged lighting column, proposed cost £1970 plus VAT  
**Resolution:** Approved by Council.

b) Cemetery

- The Commonwealth War Graves Commission have been informed that the three recent WW1 memorials are in Overton Cemetery, not to be confused with the cemetery in St. Mary's Churchyard.
- Reported vandalism to a bench in the cemetery appears to have been repaired (Clerk visited the site).

c) Playingfields

- Review and proposed action plan for Overton Recreational Football Club – more details to follow after the Clerk has met with Andrew Jamieson.
- Tree Survey Report  
Clerk met with Ian Atkinson to agree actions. Ivy will be removed from the Larch tree near the gate on Wrexham Road, deadwood and branches removed, and mulch will be added to the base of selected trees.  
**Action:** Clerk to inform Jon Brewin, WCBC, to finalise any necessary actions.
- Leak in Playingfield toilet sink has now been fixed
- Repairs to playground equipment – post recent inspections - have been completed.

d) Main Car Park toilets

- Cleaning of the toilets will continue to be monitored.
- Overgrowth (Ivy) has been removed from the left-hand side of the toilet area. The fascia board now need to be renewed.

e) Training for Councillors

- Nothing further to report.

f) Community Hub

- Council agreed to remove this as a statutory agenda item.

g) Oracle report November 2024 – nothing to report.

h) Remembrance Sunday 10<sup>th</sup> November 2024

- It was agreed shire horses would not be participating in the parade due to Health and Safety risks.
- The Community Council supervised road closures and the weather and attendance was very good this year.
- Dedication ceremony for the three new war graves in Overton Cemetery will be arranged for spring 2025.

i) Community Chest Grant Applications

- Cllr Walker opened the discussion and emphasised that the overall total for all applications submitted exceeded the current Community Chest Fund by £1809.91.
- The Community Council referred to current guidelines for the Community Chest funding (such as running costs) when considering each application in turn.
- After considering each application the following decisions were agreed: -

Applicant	Summary	Amount Applied for	Resolution:
1 St. Mary's School	<b>First Proposal</b> 1 Bike and trike storage shed 2 Repair outdoor seating 3 Outdoor Canopy Forest School 4 Outdoor Canopy Shelter Stage 5 Wooden frame sensory area for ALN pupils	£750 <b>£150</b> £550 £350 £100  £1750	Approved <b>Rejected</b> Approved Approved Approved  Total Approved
	<b>Second proposal</b> If first is unsuccessful or in addition if funds are available Swimming trip costs to Chirk Leisure Centre	<b>£1020</b>	<b>Rejected</b>
2 1 <sup>st</sup> Overton on dee Scout Group	Flag £172, Pole £24, Mount £90, Carrier £20, Bag £20  Total	£326	Approved
3 Overton Royal British Legion	A new display to go in St. Mary's Church for the Remembrance period. This has been made and constructed and will be displayed for a number of years to come.	£482	Approved
4 Overton Playcentre	Hire of Rhos Male Voice Choir for fundraiser with the Church Annual trip to Chester Zoo	<b>£300</b>	<b>Rejected</b>
		£752.50	Approved
5 Overton Twinning Association	Thermos Flasks and picnicware Minibus Hire Costs	£293.36	Approved
		<b>£200</b>	<b>Rejected</b>
6 Grwp Bro Maelor	First year's operating insurance to include cover for local guided walks Venue hire of the Cocoa Rooms (e.g. 10 sessions of 2hrs over the coming year) Resources (language prompts)  Total	<b>£160</b>	<b>Rejected</b>
		<b>£320</b>	<b>Rejected</b>
		<b>£20</b>	<b>Rejected</b>
		<b>£500</b>	<b>Rejected</b>
Total Approved		£3603.86	
Current Community Chest Fund		£3963.95	
Remaining Fund		£360.09	

#### **11.5428. TO RECEIVE ANY CORRESPONDENCE**

- j) Planning application for Little Pentre Barn additional buildings – the planning committee members and Clerk have been contacted by email regarding a planning application not yet submitted to WCBC planning department. It would be ill-advised and indeed unfair to comment until the full application has been submitted and the Clerk sent acknowledgement by WCBC. A planning committee meeting would then be scheduled and any application(s) addressed and comments noted.

This does not negate members of the public attending Overton Community Council Meetings.

#### **12. 5429. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS**

- Previous application updates
  - P/2024/1098 Carreg y Ffranc Granted
  - P/2024/1317 Peel Close trees Granted
  - P/2024/1318 Bramblewood Close extension Granted

### 13. 5430. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

<b>PAYMENTS LIST 185-234 (October 2024)</b>							
<b>Voucher</b>	<b>Status</b>	<b>Code</b>	<b>Description</b>	<b>Supplier</b>		<b>VAT</b>	<b>Total</b>
185	Paid	Parish Room Hire	Parish Room Hire	Overton Village Hall	£37.50		£37.50
186	Paid	Parish Room Hire	Parish Room Hire	Overton Village Hall	£160.00		£160.00
187	Paid	Maintaining spoil/top soil/turf piles	Soil Heap - Cemetery	Matthew Chadwick	£475.00		£475.00
205	Paid	WCBC refuse collection charge for bin	Litter collection	WCBC	£47.25		£47.25
201	Paid	Mowing Millennium Meadow	Grass cutting	Andrew Jones	£240.00		£240.00
188	Paid	Grass Cutting Cemetery	Grass cutting in the cemetery	J D Bell	£420.00		£420.00
189	Paid	Litter collection and Litter bins Cemetery	Litter collection	J D Bell	£60.00		£60.00
190	Paid	Cutting Cemetery extension	Grass cutting in Cemetery Extension	J D Bell	£70.00		£70.00
193	Paid	Grass Cutting Cenotaph	Grass cutting Cenotaph	J D Bell	£90.00		£90.00
194	Paid	Grass cutting	Grasscutting in the Playing Field	J D Bell	£180.00		£180.00
195	Paid	Raking existing bark	Rake existing bark	J D Bell	£40.00		£40.00
196	Paid	Litter Collections / Dustbins	Litter collection	J D Bell	£240.00		£240.00
197	Paid	Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£35.00		£35.00
198	Paid	Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00		£60.00
191	Paid	Ad Hoc Tasks Cemetery	Cemetery path sprayed and weeded	J D Bell	£40.00		£40.00
192	Paid	Ad Hoc Tasks Cemetery	Weed new G of R & path	J D Bell	£30.00		£30.00
204	Paid	Tree Survey	Tree Survey 2024	Shields Arboricultural Consultancy	£400.00		£400.00
200	Paid	Maintenance work at both toilet sites	Tidy car park toilet area	J D Bell	£40.00		£40.00
203	Paid	Accountancy Software renewal	Accounts software	Scribe	£561.60	£112.32	£673.92
199	Paid	Cut grass/tide area front of MM gate	Cutting grass by Millennium Meadow gate	J D Bell	£35.00		£35.00
206	Paid	Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£8.33	£1.67	£10.00
207	Paid	Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£51.67	£2.58	£54.25
208	Paid	Street light Electricity Cost	Street lighting electricity bill payment	British Gas	£137.76	£6.89	£144.65
209	Paid	Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£65.00		£65.00
212	Paid	Work Mobile	Top up for mobile	Tesco	£90.00		£90.00
211	Paid	ico software (GDPR protection)	ICO annual fee	ICO	£40.00		£40.00
210	Paid	Cleaning materials for both Public Toilet sites	Cleaning items for the public toilets	Booker Cash and Carry	£66.92	£13.38	£80.30
213	Paid	Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£5.13		£5.13

214	Paid	Insurance Renewal	Insurance renewal	Gallagher (formally Came and Co.)	£2,382.30		£2,382.30
218	Paid	Clerk's wages	Clerk's October wages	AVOW	£1,451.15		£1,451.15
217	Paid	Public Toilet Caretakers wages	caretaker's October wages	AVOW	£592.62		£592.62
216	Paid	AVOW Payroll charges	Payroll charge	AVOW	£22.00		£22.00
215	Paid	Playing Field rent	Rent for the playing field	Bryn-y-Pys Estate	£200.00		£200.00
219	Paid	Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£34.93		£34.93
220	Paid	Parish Room Hire	Parish Room Hire	Overton Hall	£15.00		£15.00
221	Paid	Parish Room Hire	Parish Room Hire	Overton Hall	£37.50		£37.50
222	Paid	Parish Room Hire	Parish Room Hire	Overton Hall	£128.00		£128.00
223	Paid	Play Equipment repairs	Repairs to play equipment	David Edwards (Joiner)	£225.00		£225.00
224	Paid	Grass Cutting Cemetery	Grass cutting	J D Bell	£630.00		£630.00
225	Paid	Litter collection and Litter bins Cemetery	Litter collection	J D Bell	£75.00		£75.00
226	Paid	Cutting Cemetery extension	Grass cutting	J D Bell	£105.00		£105.00
227	Paid	Grass Cutting Cenotaph	Grass cutting	J D Bell	£135.00		£135.00
228	Paid	Grass cutting	Grass cutting	J D Bell	£270.00		£270.00
229	Paid	Raking existing bark	Rake existing bark	J D Bell	£50.00		£50.00
230	Paid	Litter Collections / Dustbins	Litter collection	J D Bell	£240.00		£240.00
231	Paid	Emptying dog bin in Millennium Ave	Litter collection	J D Bell	£60.00		£60.00
232	Paid	Cut grass/tide area front of MM gate	Cutting grass by Millennium Meadow gate	J D Bell	£52.50		£52.50
233	Paid	Ad Hoc Tasks	Removal of Ivy	J D Bell	£15.00		£15.00
234	Paid	Misc work - Cutting wildflower areas	Cutting wildflower area	J D Bell	£200.00		£200.00
202	Paid	Microshade - backups & Office	Local Community Council Cloud	Microshade	£465.40	£93.08	£558.48
					<b>Total</b>		<b>£229.92</b>
							<b>£11,342.48</b>

### RECEIPTS LIST 55 (October 2024)

Voucher	Code	Description	Supplier	Total
55	Bank interest	Bank interest	TSB	£61.29
<b>Total</b>				<b>£61.29</b>

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

**14.5431. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE**

<b>Overton Community Council Financial Forecast November 2024</b>		
<b>Forecast 2024/2025</b>	<b>£</b>	<b>Comments - Clerk</b>
<b>As at 1st November 2024</b>		
Opening Balance 1st April 2023	£ 42,148.78	
Precept 2024/25 to date	£ 48,854.00	
VAT return	£ -	
Cemetery	£ 2,250.00	
Bank Interest	£ 401.39	
Overton Community Fund Proceeds	£ -	
Community Chest (Solar farm)	£ 3,733.53	
Fete stalls (plus sale of gas cylinders and film fee)	£ 596.00	
Hafren Dyrddwy rebate (sewerage costs)	£ 1,208.81	
<b>Income Total</b>	£ 99,192.51	<b>See bank reconciliation 30th October 2024</b>
<b>Expenditure to date</b>	£ 55,409.39	<b>See bank reconciliation 30th October 2024</b>
<b>Balance to date</b>	<b>£ 43,783.12</b>	<b>See bank reconciliation 30th October 2024</b>
<b>Earmarked/Reserves</b>		
Reserve Figure	£ 15,776.72	
Strategic Planning Projects	£ 6,732.39	
Overton Events Fund	£ 2,853.72	
Community Chest Fund (solar farm)	£ 3,963.95	
Overton Community Fund	£ -	
<b>Ringfenced Total</b>	£ 29,326.78	<b>See reserves balance</b>
<b>General Fund</b>	£ 14,456.34	<b>See reserves balance</b>
<b>Balance to date</b>	<b>£ 43,783.12</b>	

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

**15.5432. TO SET ANY DATES FOR MEETINGS**

- General Amenities Meeting January 2025

**16.5433. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (9<sup>TH</sup> DECEMBER 2024) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)**

- None received

The Chair closed the meeting at 21:15 hrs.