

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

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

**1. 5434. APOLOGIES FOR ABSENCE**

**Apologies received:** Cllr Ashton, Cllr Whittaker, PCSO Lisa-Marie Davies

**2. 5435. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**

- None

**3. 5436. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**

- The two newly appointed (AVOW) Community Agents, Brigitte Price and Zoe Scott, introduced themselves to the Community Council. Brigitte and Zoe will be working closely with the community accepting referrals of clients and providing the same services previously administered by the Rainbow Foundation.

**4. 5437. TO CONSIDER ANY POLICE MATTERS**

- Cllr Walker read out the latest North Wales Police local report for Overton.

**5. 5438. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**

County Cllr McCusker updated members on:

- Overton library consultation – county Cllr McCusker reported that the cost of providing the current Overton library service is approximately £20,000 plus additional staff costs.

Highway Matters

- Traffic Incidents on the A528 – 2 major and 2 minor incidents have been reported to the police over the last three years. Many other incidents have occurred but have not been reported to the police (these have been recorded by Mr. and Mrs. Mouldsdale).
- The issue of blocked drains, cluttered and damaged pavements, and flooded roads in several locations in the area was raised.

**Action:** Clerk to list these issues and report to County Cllr McCusker to address.

**6. 5439. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 11<sup>TH</sup> NOVEMBER 2024**

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

**7. 5440. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**

- Extraordinary Full Council Meeting (Precept) Wednesday 27<sup>th</sup> November 2024.
- Planning Committee Meeting Tuesday 3<sup>rd</sup> December 2024.

**8. 5441. 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.
- b) Weekly Village Checklist – Clerk reported several issues (actions required will be addressed under the appropriate headings).
- Leaves in the area of the war memorial have been cleared by the grounds maintenance contractor.

**9. 5442. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- Clerk's feedback on OVV/SLCC joint seminar 20<sup>th</sup> November 2024.

- Assets and Risk: evidence is everything for liability claims, if it's not written down it did not happen.
- Finance and Governance Toolkit: Good practice to follow the guidelines, but the work is onerous and can be spread out with more time and staff to address it. It is a useful teaching and induction tool.
- Cost of Living Crisis: Statistics show that indicators of hardship remain the same, it is not over.
- Training Update – A bursary is available for CILCA course in Wales. 73% of councils in Wales use One Voice Wales training modules. Some councils insert the Code of Conduct into the Stranding orders.
- Audit Wales: 40% of basic audits and 58% of full audits are qualified but many errors are simple to address.
- Clerk's training – OVW module 4 Introduction to Law
  - Very well presented and useful background knowledge.

#### **10. 5443. TO RECEIVE REPORTS / ISSUES FROM**

##### a) Finance

- Audit Wales report on 2023-2024 Audit – unqualified (no issues reported).  
**Resolution:** Approved by Council.
- For information only - The third and final precept payment has been received - £24427.

##### b) Cemetery

- Scribe Cemetery – after some discussion the clerk advised the council that although the Scribe Cemetery software is very good it is not worth the cost at present and transferring the existing records would be difficult.  
**Resolution:** Council agreed not to purchase Scribe Cemetery at present.
- The cemetery path damaged wooden edging has been replaced by the grounds maintenance contractor.

##### c) Playingfields

- A revised action plan to address immediate repairs to the football pavilion were agreed by Council, namely:
  - Lagging in the loft space to ensure no frozen pipework.
  - New shower water supply pump in the away dressing room.
  - Repairs to the three toilets to ensure they are in working order.
  - Clearing the blocked (away dressing room) shower drain.

##### **Action:** Clerk

- Leak in Playingfield accessible public toilet sink.  
**Action:** Cllr Walker
- Bolt on the play fort chain bridge needs replacing.  
**Action:** Cllr Walker

##### d) Main Car Park toilets

- Clerk to chase the payment of electricity used by the electric vehicle charging posts over the last 18 months.

##### e) Training for Councillors

- Nothing further to report.

##### f) Oracle report January 2024

- Council agreed to report the precept agreed for 2025-2026.

##### g) Community Chest Grant Applications

- Cllr Copeman suggested that where an application or part of an application was rejected more details of the reasoning behind it, should be recorded – please see appendix 1

##### h) Amendment to Standing Orders

- Cllr Walker suggested an amendment and agreed to review the whole document and submit to the Annual Meeting in May, for approval.

#### **11.5444. TO RECEIVE ANY CORRESPONDENCE**

- Welsh Air Ambulance appeal letter – the community Council declined to donate to the appeal as it is not a charity acting primarily for the local Community.

#### **12.5445. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS**

- Previous application updates
  - P/2024/1524 Overton Vale Farm, Knolton Bryn, Overton, Wrexham LL13 0LF
  - P/2024/1583 Ty Newydd, School Lane, Overton, Wrexham, LL13 0ES
  - P/2024/1584 Ty Newydd, School Lane, Overton, Wrexham, LL13 0ES

**13. 5446. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS**

**PAYMENTS LIST 235-251 (November 2024)**

Voucher	Status	Code	Description	Supplier	Net	VAT	Total
235	Paid	Donation - Poppy Appeal	Poppy Grant	Royal British Legion	£50.00		£50.00
237	Paid	WCBC refuse collection charge for bin	Litter collection	WCBC	£47.25		£47.25
236	Paid	Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas	£57.08	£2.85	£59.93
238	Paid	Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£8.33	£1.67	£10.00
239	Paid	Defibrillator and associated costs	New defib pads	Defib Warehouse	£70.33	£14.07	£84.40
240	Paid	Office Rent	Office Rent	Overton Village Hall	£406.00		£406.00
241	Paid	Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£65.00		£65.00
242	Paid	Maintenance work at both toilet sites	Public Toilet repairs	David Edwards (Joiner)	£65.00		£65.00
244	Paid	ico software (GDPR protection)	ICO annual fee	ICO	£35.00		£35.00
245	Paid	Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£5.13		£5.13
243	Paid	Ad Hoc Tasks	Moles in Playing field/MM/Scout	Shropshire Mole and Pest Control	£125.00		£125.00
246	Paid	Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£34.93		£34.93
251	Paid	Training for the Clerk	Clerk Training	One Voice Wales	£40.00		£40.00
247	Paid	AVOW Payroll charges	Payroll charge	AVOW	£30.50		£30.50
250	Paid	Clerk's wages	Clerk's wages November	AVOW	£1,984.56		£1,984.56
248	Paid	Public Toilet Caretakers wages	Caretaker's wages Nov	AVOW	£882.88		£882.88
249	Paid	Public Toilet Caretakers holiday cover	Caretaker's holiday cover Nov	AVOW	£152.88		£152.88
<b>Total</b>						<b>£18.59</b>	<b>£4,078.46</b>

**RECEIPTS LIST 56 (November 2024)**

Voucher	Code	Description	Supplier	Total
56	Bank interest	Bank interest	TSB	54.63
<b>Total</b>				<b>54.63</b>

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

**14.5447. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE**

Overton Community Council Financial Forecast December 2024		
Forecast 2024/2025	£	Comments - Clerk
<b>As at 1st December 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 Dyrdwy rebate (sewerage costs)	£ 1,208.81	
<b>Income Total</b>	£ 99,247.14	<b>See bank reconciliation 30th November 2024</b>
<b>Expenditure to date</b>	£ 59,437.85	<b>See bank reconciliation 30th November 2024</b>
<b>Balance to date</b>	<b>£ 39,809.29</b>	<b>See bank reconciliation 30th November 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>	£ 10,482.51	<b>See reserves balance</b>
<b>Balance to date</b>	<b>£ 39,809.29</b>	

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

**15.5448. TO SET ANY DATES FOR MEETINGS**

- General Amenities Meeting Saturday 25<sup>th</sup> January 2025 10am Football Pavilion

**16.5449. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (13<sup>TH</sup> JANUARY 2025) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)**

- Approval for submission of agreed precept 2025-2026

The Chair closed the meeting at 20:25 hrs.

**Appendix 1**

**Community Chest Grant Applications 2024**

- 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, and are listed below
- Following each application is the wording in the letter sent out to the applicant explaining why any items listed were declined (rejected)

Applicant	Summary	Amount Applied for	Resolution:
1 St. Mary's School	<p><b>First Proposal</b></p> <p>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</p> <p><b>Second proposal</b>                      If first is unsuccessful or in addition if funds are available                      Swimming trip costs to Chirk Leisure Centre</p>	<p>£750                      £150                      £550                      £350                      £100                        £1750                        £1020</p>	<p>Approved                      Rejected                      Approved                      Approved                      Approved                        Total                      Approved                        Rejected</p>
Repair outdoor seating, including materials and fixing: £150 and Swimming trip costs to Chirk Leisure Centre: £1020 are classified as running costs and as such were not supported.			
2 1 <sup>st</sup> Overton on dee Scout Group	<p>Flag £172, Pole £24, Mount £90, Carrier £20, Bag £20</p> <p style="text-align: right;">Total</p>	£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	<p>Hire of Rhos Male Voice Choir for fundraiser with the Church</p> <p>Annual trip to Chester Zoo</p>	<p>£300</p> <p>£752.50</p>	<p>Rejected</p> <p>Approved</p>
As this was a joint fundraiser with the Church it was declined as the Community Council is secular organisation.			
5 Overton Twinning Association	<p>Thermos Flasks and picnicware</p> <p>Minibus Hire Costs</p>	<p>£293.36</p> <p>£200</p>	<p>Approved</p> <p>Rejected</p>
Minibus Hire costs are classified as running costs and as such were declined.			

6 Grwp Bro Maelor	First year's operating insurance to include cover for local guided walks	£160	Rejected
	Venue hire of the Cocoa Rooms (e.g. 10 sessions of 2hrs over the coming year)	£320	Rejected
	Resources (language prompts)	£20	Rejected
	Total	£500	Rejected
Operating Insurance costs and Venue hire are classified as running costs and as such were declined.			
Total Approved		£3603.86	
Current Community Chest Fund		£3963.95	
Remaining Fund		£360.09	