

**OVERTON COMMUNITY COUNCIL  
MINUTES OF FULL COUNCIL MEETING  
8<sup>th</sup> September 2025 (at 18.50hrs)  
held in person**

- **PRESENT:** Cllr Bannister-Kelly, Cllr Copeman, Cllr Hellingman (Deputy Chair), Cllr Herbert, Cllr Lynch, Cllr Pugh, Clerk

**1. 5576. APOLOGIES FOR ABSENCE**

- **Apologies received:** Cllr Coles, Cllr Walker, Cllr Whittaker, County Cllr McCusker, PCSO Lisa-Marie Davies  
**Absent:** Cllr Ashton

**2. 5577. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**

- None

**3. 5578. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**

- None received

**4. 5579. TO CONSIDER ANY POLICE MATTERS**

- Cllr Hellingman briefed the Community Council on the North Wales local report for Overton area.

**5. 5580. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**

- County Cllr McCusker highlighted the need for wheelchair access at the dropped kerb adjacent to the entrance to the scout hut. The Community Council agreed to place warning signs (e.g. yellow lines or hatched box) near the kerb/entrance. Note: post OCC meeting Tim Rosselli was consulted and approved this proposal  
**Action:** Clerk
- The kissing gate entrance to the park near the main entrance needs to be cleared to allow access.  
**Action:** Clerk

Highway Matters

- Cllr Pugh noted the trees near Yew Tree House on Station Road need to be cut back.

**6. 5581. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 4<sup>TH</sup> AUGUST 2025**

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

**7. 5582. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**

- Nothing to report

**8. 5583. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

**For information only**

- The Clerk updated the Community Council actions agreed in previous meetings.

**9. 5584. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- Cllr Copeman reported on the Welsh Repair Café initiative where volunteer experts use their skills to advise and offer solutions to repair items brought to the café by the general public. The Community council agreed this was a good idea and Cllr Copeman offered to investigate further.  
**Action:** Cllr Copeman to explore the possibility of a local Repair Café for Overton residents.

- Cllr Coles attended a meeting on sustainable communities which she found inspiring. Cllr Coles will report back to OCC in November.

#### **10. 5585. TO RECEIVE REPORTS / ISSUES FROM**

##### a) Finance

- Proposal: Grounds Maintenance Contract 2026-2029 to be agreed (then advertised)  
**Resolution:** Approved by Council
- Proposal: Increase in Overton Playingfield and millennium meadow rental from £190 to £300  
**Resolution:** Approved by Council
- Adoption of the village telephone box was approved by the Community Council. The future use and maintenance of the telephone box will be discussed and a decision made in the near future.  
**Action:** Clerk to complete the contract and purchase for the sum of £1

##### b) Cemetery

- Still awaiting planning approval
- Quote for works in the cemetery extension – the cost of an additional cross path in the cemetery extension will be added to the quote and if reasonable, the works will be confirmed and scheduled to start as soon as practicable.  
**Resolution:** Approved by Council

##### c) Playingfields

- The hedge on Wrexham Road was cut by the farmer three weeks ago.
- Two large mature oak tree branches fell on Sunday, narrowly missing an empty seating bench. The branches will be removed and benches re-sited away from the trees.
- The Clerk will arrange payment to Overton Recreational Football Club for the annual electricity payment.  
**Action:** Clerk

##### d) Main Car Park toilets

- Deep Clean – to be scheduled.
- Caretaker Holiday Cover – Tony Shaw is effectively retiring from the role.  
**Action:** Clerk to advertise for caretaker cover in the Overton Oracle and on Facebook.

##### e) Training for Councillors

- Nothing further to report.

##### f) Oracle report September 2025

- See 10.d (Caretaker cover advert)

##### g) Community hub

- Proposal: Dates for 2026 TBA and approval for continued funding  
**Resolution:** Approved by Council

##### h) Annual Report, drafted by the Clerk

- Resolution:** Approved by Council

#### **11.5586. TO RECEIVE ANY CORRESPONDENCE**

- None received

#### **12.5587. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS**

- The Clerk will arrange a planning meeting to consider the revised application for the White Horse pub site

### 13. 5588. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

#### **PAYMENTS LIST 136-151 (August 2025)**

<b>Voucher Code</b>	<b>Description</b>	<b>Supplier</b>	<b>VAT</b>	<b>Total</b>
136	WCBC refuse collection charge for bin	Litter collection		£48.63
137	Water at car park Public Toilets	Public Toilets car park - water	£1.67	£10.00
138	Rates Non dom for garage store	Non Dom Rates - Pavillion Garage		£65.00
139	Fete - stall fees & donations	Fete proceeds		£791.00
141	Grant - Fete	First Aid cover for Fete and Community Picnic	£52.48	£314.88
140	Overton Events	Rainbow Centre Donation		£1,000.00
142	Water bill at cemetery	Water bill - Cemetery		£6.26
148	Clerk's wages	Clerk's wages August		£1,576.99
147	Public Toilet Caretakers wages	Caretaker's Wages August		£698.80
146	Public Toilet Caretakers holiday cover	Caretaker holiday cover August		£128.73
145	AVOW Payroll charges	AVOW Payroll Charge - August		£30.50
143	Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	£2.37	£49.77
144	Street light Electricity Cost	Street lighting electricity bill payment	£6.20	£130.14
149	Telephone and Broadband	Telephone and broadband service		£36.15
150	Parish Room Hire	Parish Room Hire		£37.50
151	Parish Room Hire	Parish Room Hire		£96.00
<b>Total</b>			<b>£62.72</b>	<b>£5,020.35</b>

#### **RECEIPTS LIST 45-47 (August 2025)**

<b>Voucher</b>	<b>Code</b>	<b>Description</b>	<b>Supplier</b>	<b>Total</b>
45	Precept	2nd Precept payment	WCBC	£26,204.66
46	Bank interest	Bank interest	TSB	£63.10
47	Cemetery - burials & headstones	Burial	Roberts Brothers	£350.00
<b>Total</b>				<b>£26,617.76</b>

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

**5589. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE**

Overton Community Council Financial Forecast September 2025		
Forecast 2025/2026	£	Comments - Clerk
<b>As at 28th August 2025</b>		
Opening Balance 1st April 2024	£ 39,181.45	
Precept 2024/25 to date	£ 26,204.66	
VAT return	£ -	
Cemetery	£ 1,250.00	
Bank Interest	£ 318.96	
Overton Community Fund Proceeds	£ -	
Community Chest (Solar farm)	£ 3,900.32	
Fete procceds (stall fees, donations,raffle)	£ 791.00	
Electricity rebate (EVC)	£ 705.28	
<b>Income Total</b>	£ 98,556.33	<b>See bank reconciliation 28th August 2025</b>
<b>Expenditure to date</b>	£ 30,411.77	<b>See bank reconciliation 28th August 2025</b>
<b>Balance to date</b>	<b>£ 68,144.56</b>	<b>See bank reconciliation 28th August 2025</b>
<b>Earmarked/Reserves</b>		
Reserve Figure	£ 19,236.32	
Strategic Planning Projects	£ 15,920.37	
Overton Events Fund (Unspent 2025)	£ 959.97	
Community Chest Fund (solar farm)	£ 5,071.36	
Overton Community Fund	£ -	
<b>Ringfenced Total</b>	£ 41,188.02	<b>See reserves balance</b>
<b>General Fund</b>	£ 26,956.54	<b>See reserves balance</b>
<b>Balance to date</b>	<b>£ 68,144.56</b>	

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

**14.5590. TO SET ANY DATES FOR MEETINGS**

- The annual Precept meeting will be on Tuesday 25<sup>th</sup> November at 7pm in the Parish Room.
- Next General Amenities meeting will be on Saturday 11<sup>th</sup> October on the Playingfields at 10am.
- Meeting of the Community Speedwatch Group TBC in September.

**15.5591. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (13<sup>TH</sup> OCTOBER 2025) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)**

- Christmas 2025
- Repair Café update

The Chair closed the meeting at 20:25 hrs.