

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
13th October 2025 (at 18.50hrs)
held in person**

- **PRESENT:** Cllr Walker (Chair), Cllr Ashton, Cllr Bannister-Kelly, Cllr Hellingman, Cllr Lynch, Cllr Pugh, County Cllr McCusker, Clerk
- 1. **5592. APOLOGIES FOR ABSENCE**
 - **Apologies received:** Cllr Coles, Cllr Copeman, Cllr Herbert, Cllr Whittaker, PCSO Lisa-Marie Davies
- 2. **5593. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**
 - None
- 3. **5594. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**
 - None received
- 4. **5595. TO CONSIDER ANY POLICE MATTERS**
 - Cllr Walker briefed the Community Council on the North Wales report for the Overton area.
- 5. **5596. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**
 - County Cllr McCusker confirmed that:
 - 20 mph repeater signs in the Overton 20 mph zone are not required by law as the default speed limit is 20 mph.
 - St. Mary's Church may have records on the ownership of the Overton cemetery and cemetery extension site.
 - Highway Matters
 - County Cllr McCusker agreed to revisit the following actions:
 - Road surface near Lightwood Green dip on the A539 (icy in winter).
 - New studs near higher Penley have come away from the road surface.
 - Blocked gulleys on the High Street in Overton.
 - 30 mph speed limit signs near the B5069 junction on the A528 on the approach from Ellesmere side.
- 6. **5597. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 8TH SEPTEMBER 2025**
 - **Resolved** – that the Minutes of Full Council Meeting were approved by members.
Proposed by Cllr Pugh and seconded by Cllr Hellingman.
- 7. **5598. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**
 - Planning Meeting 24th September 2025
 - General Amenities 11th October 2025
- 8. **5599. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**
For information only
 - The Clerk updated the Community Council actions agreed in previous meetings.
Note: County Cllr McCusker raised the issue of disability parking space near the scout hut entrance and access to the park entrance via the kissing gate. Both to be actioned by the Clerk
- 9. **5600. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**
 - Residents planning meeting 17th September 2025 – records in the Planning meeting minutes 24th September 2025

10. 5601. TO RECEIVE REPORTS / ISSUES FROM

a) Finance

- Local Government Pay Scales 2025-2026 (3.2% increase applied to the Caretaker and the Clerk)

Resolution: Approved by Council

- The Clerk will arrange his annual appraisal with the Chair and Cllr Lynch (incremental increases in salary will be discussed)

b) Cemetery

- Full planning approval is required from WCBC due to change of use of the land. This should be straightforward.
- The groundworks can be delayed pending the planning application approval.
- Cllr Walker proposed that when the use of land will be confirmed as a cemetery extension there would be no requirement for a wooden fence dividing the cemetery as no part of the land will be used for recreation.

Resolution: Approved by Council

c) Playingfields

- Cllr Lynch reviewed actions highlighted at the General Amenities meeting on the 11th October 2025.
 - Entrance to the sports field/playground car park – drainage gully needs to be repaired, as it is presently loose and presents a trip hazard. Buddleia needs to be seriously cut back and the pedestrian gate re-established for use.
 - Electric meter box at the rear of the building requires repair/replacement and exposed wires taped off
 - Clearance of downed Oak branches and Holly tree branches near the pedestrian gate.
 - The lower branches of Cherry trees near the children's swings and a large dead Cherry branch near the entrance gate to the play area needs attention.
 - The toilet door needs further repair and re-enforcement.

Actions: Clerk (with the help of local suppliers)

d) Main Car Park toilets

- Deep Clean – to be confirmed shortly.
- Caretaker Holiday Cover – no applications received as yet. The Community Council considered other options including the long-term future of the toilets, commercial cleaning and shutting the toilets over holiday periods where absolutely necessary.
- Soffit requires replacement and the unsightly hole (where the electric car inverter stood) with exposed wires to the immediate left of the toilet block requires backfilling with concrete or some other impermeable substance.

Action: Clerk/General Amenities Committee

e) Training for Councillors

- Nothing further to report.

f) Oracle report November 2025 – monthly reminder of Defibrillator locations

Action: Clerk

g) Community hub

- Attendee numbers have been quite low in recent weeks, perhaps more awareness/promotion is required.

h) Telephone box information pack

- The Community Council agreed the best solution proposed so far is to use as a mini tourist/local information office (box) with a map of the village showing walks and a receptacle with some local brochures of interest/pin board for local tradesmen. It was generally agreed that the village has adequate defibrillators and another sited in the telephone box was unnecessary.

i) New Biodiversity Policy

Resolution: Approved by Council

j) Remembrance Sunday – see addendum

- Members agreed to help with the road closure (Dark Lane) and Cllr Lynch would present the OCC wreath.

11.5602. TO RECEIVE ANY CORRESPONDENCE

- Email regarding Welsh flags on lampposts – these were not sanctioned by OCC, so no further action required.
- The Clerk confirmed the Christmas tree would arrive on 3rd December.

12.5603. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- None received

13.5604. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 152-179 (September 2025)

Voucher	Code	Description	Supplier		VAT	Total
163	WCBC refuse collection charge for bin	Litter collection	WCBC	£48.63		£48.63
164	Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£17.12	£3.42	£20.54
152	Grass Cutting Cemetery	Grass cutting in the cemetery	J D Bell	£210.00		£210.00
153	Litter collection and Litter bins Cemetery	Litter collection	J D Bell	£60.00		£60.00
154	Cutting Cemetery extension	Grass cut in extension field	J D Bell	£35.00		£35.00
155	Ad Hoc Tasks Cemetery	Weed path	J D Bell	£40.00		£40.00
157	Grass cutting	Grasscutting in the Playing Field	J D Bell	£30.00		£30.00
158	Raking existing bark	Rake existing bark	J D Bell	£50.00		£50.00
159	Litter Collections / Dustbins	Litter collection	J D Bell	£240.00		£240.00
160	Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£35.00		£35.00
161	Emptying dog bin in Millennium Ave	Emptying Dog wast bin MM	J D Bell	£60.00		£60.00
162	Cut grass/tide area front of MM gate	Grass cutting	J D Bell	£52.50		£52.50
156	Ad Hoc Tasks Cemetery	Weed Spraying Graves	J D Bell	£45.00		£45.00
167	Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£65.00		£65.00
166	Electricity Playingfield Public Toilets	Electricity used at the new public toilets	British Gas	£161.00		£161.00
165	Community Chest Grant (solar farm)	Community Chest Grant payment	Overton Community Council	£580.50		£580.50
168	Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£6.26		£6.26
169	Street light Electricity Cost	Street lighting electricity bill payment	British Gas	£153.57	£7.68	£161.25
171	Electricity at Car Park Public Toilets	Public Toilet Electicity Charges	British Gas	£49.69	£2.49	£52.18
170	Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£36.15		£36.15
175	Clerk's wages	Clerk's wages September	AVOW	£1,576.99		£1,576.99
174	Public Toilet Caretakers wages	Caretaker's wages September	AVOW	£656.50		£656.50
173	AVOW Payroll charges	Payroll charge	AVOW	£22.00		£22.00
172	Play Equipment repairs	Repairs to play equipment	David Edwards (Joiner)	£1,790.00		£1,790.00
176	Parish Room Hire	Parish Room Hire	Overton Community Council	£37.50		£37.50
177	Parish Room Hire	Parish Room Hire	Overton Community Council	£160.00		£160.00

178	Parish Room Hire	Made in error	TBC - see notes		
179	Parish Room Hire	Parish Room Hire	Overton Hall	£15.00	£15.00
Total				£6,233.41	£13.59
					£6,247.00

RECEIPTS LIST 48 (September 2025)

Voucher	Code	Description	Supplier	
48	Bank interest	Bank interest	TSB	£81.07
Total				£81.07

Resolution: Approval of income and expenditure proposed by Cllr Hellingman and seconded by Cllr Bannister-Kelly – all in favour

14.5605. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Overton Community Council Financial Forecast October 2025		
Forecast 2025/2026	£	Comments - Clerk
As at 1st October 2025		
Opening Balance 1st April 2024	£ 39,181.45	
Precept 2024/25 to date	£ 26,204.66	
VAT return	£ -	
Cemetery	£ 1,250.00	
Bank Interest	£ 400.03	
Overton Community Fund Proceeds	£ -	
Community Chest (Solar farm)	£ 3,900.32	
Fete procceds (stall fees, donations,raffle)	£ 791.00	
Electricity rebate (EVC)	£ 705.28	
Income Total	£ 98,637.40	See bank reconciliation 30th September 2025
Expenditure to date	£ 36,658.77	See bank reconciliation 30th September 2025
Balance to date	£ 61,978.63	See bank reconciliation 30th September 2025
Earmarked/Reserves		
Reserve Figure	£ 19,236.32	
Strategic Planning Projects	£ 15,920.37	
Overton Events Fund (Unspent 2025)	£ 959.97	
Community Chest Fund (solar farm)	£ 4,490.86	
Overton Community Fund	£ -	
Ringfenced Total	£ 40,607.52	See reserves balance
General Fund	£ 21,371.11	See reserves balance
Balance to date	£ 61,978.63	

Resolution: Approval of the Financial Statements proposed by Cllr Hellingman and seconded by Cllr Bannister-Kelly – all in favour

15.5606. TO SET ANY DATES FOR MEETINGS

- Reminder - Precept meeting will be on Tuesday 25th November at 7pm in the Parish Room.

16.5607. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (10TH NOVEMBER 2025) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)

The Chair closed the meeting at 20:40 hrs.