

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
10th November 2025 (at 18.50hrs)
held in person**

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

1. 5608. APOLOGIES FOR ABSENCE

- **Apologies received:** Cllr Bannister-Kelly, Cllr Hellingman, Cllr Whittaker, PCSO Lisa-Marie Davies

2. 5609. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING

- Cllr Copeman declared her interest as a member of St. Mary's school governors with reference to the discussion on the Community Chest application.

3. 5610. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING

- The meeting was attended by Liz Lewis, Clerk of Erbistock Community Council, who observed the proceedings.

4. 5611. TO CONSIDER ANY POLICE MATTERS

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

5. 5612. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS

- County Cllr McCusker noted
 - The Whole of the River Dee has now been designated a Special Conservation Area.
 - WCBC are applying for the city of Culture award in 2029, for a second time with funding of £250,000 annually for 2024/25 and 2025/26.
 - There is a growing need to build new houses in the area and planning applications may be re-considered.
- There are telephone lines on Poethlyn Terrace, obstructed by the trees which may need addressing.

Highway Matters

- County Cllr McCusker noted
 - New 20mph limit fixed speed cameras have been introduced in South Wales. These will go live at the end of November and no speed awareness courses will be provided as an alternative to fixed penalties and points.
 - Cllr Ashton noted that there are still 54 missing highway studs (cats' eyes) which need addressing.
 - Reminders have been sent to WCBC highways to address the flooding on the A528 near Lightwood Green
- Costs to install disabled bay markings near the scout hut entrance and section of double yellow line by the pavilion. garage door - £550 plus VAT

Resolution: Approved by Council

- Cllr Walker noted the damage caused on Station Road by the increased level of diverted HGV traffic through the village

6. 5613. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 13th OCTOBER 2025

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

7. 5614. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS

- None

8. 5615. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.

For information only

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

9. **5616. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**

- Cllr Coles and Cllr Copeman will present their views on the Repair Café and Sustainability in the December meeting

10. 5617. TO RECEIVE REPORTS / ISSUES FROM

a) Finance

- Nothing further to report - Precept/Budget meeting on Tuesday 25th November 7pm

b) Cemetery

- Planning application has been accepted by WCBC and a copy of the conveyance document has been filed confirming the ownership of the cemetery extension land by OCC.

- A resident asked if the Community Council knew of the location of a plaque attached to one of the older cemetery benches which has been discarded. The Community Council was not responsible for its removal.

c) Playingfields

- Two new recycled plastic picnic benches will be sited in the near future.

- The Clerk cleared the lock on the toilet door and will fix a simple handle to the outside of the door.

d) Main Car Park toilets

- There have been no applications for the Caretaker Cover post. The Clerk has opened/closed the toilets to cover a few recent days when the caretaker has taken leave.

e) Training for Councillors

- Nothing further to report.

f) Oracle report December 2025

- The Community Council agreed to thank the community litter pickers for their tremendous efforts keeping the village and the surrounding area clean and tidy. The community is lucky to have these enthusiastic volunteers.

g) Community hub

- Continues to be popular with an established regular group. It is hoped to invite some external contributors in the future.

h) Telephone box

- It was agreed to tidy up the outside and inside and decorate the box with Christmas lights

i) Remembrance Sunday – feedback

- The day was well attended and ran smoothly. The Community Council would like to thank Jonny Bell and David Williams for their efforts to ensure the cenotaph was clean and tidy on the day.

j) Community Chest Applications 2025

- Cllr Walker opened the discussion and emphasised that the overall total for all applications submitted exceeded the current Community Chest Fund by £1291.91.

- 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: **see table 1**

Action: Clerk to write to the applicants with the decisions

Table 1

Applicant	Summary	Amount Applied for	Resolution:
1 Overton & District Bowling Club	New Pavilion Roof Contribution	£460	Approved
2 Overton Twinning Association	Trolley, picnic Tables, cups	£300	Approved
3 Overton Playcentre	Interactive mobile Smartboard	£1000 £1000	Rejected Approved
4 St. Mary's School Overton	Digital Learning Den Sub Books for Dyslexia ELSA training resource Outdoor benches Giant chess and drafts	£295 £249 £1250 £400 £300 Total £2194	Approved Approved Approved Approved Rejected Approved
5 Overton Recreational Football Club	Water bottles Corner flags First Aid training equipment	£228	Approved
6 Overton Village Hall	Installation of a new sound system Contribution	£300	Approved
Total Approved		£4482	
Current Community Chest Fund		£4491	
Remaining Fund		£9	

11.5618. TO RECEIVE ANY CORRESPONDENCE

- The resident who visited the Clerk with concerns regarding a fir/Spruce tree very close to their rear fence in their garden (house opposite the village hall) can take up the issue with the owners of the respective land. The tree does not appear to have a tree protection order but is certainly in the Overton Conservation area.

12.5619. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- None received

13.5620. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 180-210 (October 2025)						
Voucher	Code	Date	Description	Supplier	VAT	Total
195	Maintenance work at both toilet sites	18/06/2025	Drains cleared at the main toilet	A-N-L Drainage Contractors	£145.00	£29.00
196	Maintenance work at both toilet sites	08/07/2025	Sewage drains at toilets cleared	A-N-L Drainage Contractors	£125.00	£25.00
180	Grass Cutting Cemetery	01/10/2025	Grass cutting in the cemetery	J D Bell	£420.00	£420.00
181	Litter collection and Litter bins Cemetery	01/10/2025	Litter collection	J D Bell	£60.00	£60.00
182	Cutting Cemetery extension	01/10/2025	Grass cutting in Cemetery Extension	J D Bell	£70.00	£70.00
183	Grass Cutting Cenotaph	01/10/2025	Grasscutting in the Cenotaph	J D Bell	£45.00	£45.00
184	Grass cutting	01/10/2025	Grasscutting in the Playing Field	J D Bell	£180.00	£180.00
185	Raking existing bark	01/10/2025	Rake existing bark	J D Bell	£40.00	£40.00
186	Litter Collections / Dustbins	01/10/2025	Litter collection	J D Bell	£240.00	£240.00
187	Emptying dog bin in Millennium Ave	01/10/2025	Emptying Dog wast bin MM	J D Bell	£60.00	£60.00
189	Accountancy Software renewal	01/10/2025	Accounts software	Scribe (Starboard Ltd)	£561.60	£112.32
188	Cut grass/tide area front of MM gate	01/10/2025	Cutting grass by Millennium Meadow gate	J D Bell	£105.00	£105.00
190	Water at car park Public Toilets	02/10/2025	Public Toilets car park - water	Hafren Dyfrdwy	£17.16	£3.43
191	Street light Electricity Cost	06/10/2025	Street lighting electricity bill payment	British Gas	£184.05	£9.20
192	Rates Non dom for garage store	10/10/2025	Non Dom Rates - Pavillion Garage	WCBC	£65.00	£65.00
193	Parks and Open Spaces - Misc	13/10/2025	Picnic benches	Marmax Products Limited	£948.00	£1,137.60
198	Water bill at cemetery	15/10/2025	Water bill - Cemetery	Hafren Dyfrdwy	£6.26	£6.26
197	Planning costs	15/10/2025	Planning Application	WCBC	£315.00	£315.00
194	Playing Field rent	17/10/2025	Rent for the playing field	Bryn-y-Pys Estate	£300.00	£300.00
200	Electricity at Car Park Public Toilets	17/10/2025	Electricity bill for toilets	British Gas SP Energy Networks	£47.98	£2.40
199	Telephone and Broadband	17/10/2025	Telephone and broadband service	Vodafone Limited	£36.15	£36.15
201	Insurance Renewal	21/10/2025	Insurance renewal	Gallagher (formally Came and Co.	£2,459.80	£2,459.80
205	Clerk's wages	22/10/2025	Clerk's October wages	AVOW	£1,943.83	£1,943.83
203	Public Toilet Caretakers wages	22/10/2025	caretaker's October wages	AVOW	£841.81	£841.81
204	Public Toilet Caretakers holiday cover	22/10/2025	Caretakers holiday cover - July	AVOW	£12.78	£12.78
202	AVOW Payroll charges	22/10/2025	Payroll charge	AVOW	£30.50	£30.50

207	Parish Room Hire	22/10/2025	Parish Room Hire	Overton Hall	£128.00	£128.00
206	Parish Room Hire	22/10/2025	Parish Room Hire	Overton Hall	£37.50	£37.50
208	Mowing Millennium Meadow	27/10/2025	Cutting Millennium meadow	Andrew Jones	£245.00	£245.00
209	Maintenance work at both toilet sites	27/10/2025	Toilet Deep Clean	PHS Group	£908.00	£181.60
210	Planning costs	27/10/2025	Planning Application	David Williams	£14.99	£3.00
					Total	£555.55
						£11,148.96

RECEIPTS LIST 49-53 (October 2025)

Voucher	Code	Date	Description	Supplier	Total
49	Cemetery - burials & headstones	03/10/2025	Right Of Burial	Michael Alan Hamer	£200.00
50	Cemetery - burials & headstones	07/10/2025	Burial	Edgertons Funeral Directors	£500.00
51	Cemetery - burials & headstones	08/10/2025	Burial	Roberts Brothers	£150.00
52	Bank interest	10/10/2025	Bank interest	TSB	£72.41
53	Cemetery - burials & headstones	15/10/2025	Burial	Edgertons Funeral Directors	£150.00
			Total		£1,072.41

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

14.5621. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Overton Community Council Financial Forecast November 2025

Forecast 2025/2026	£	Comments - Clerk
As at 1st October 2025		
Opening Balance 1st April 2024	£ 39,181.45	
Precept 2024/25 to date	£ 52,409.32	
VAT return	£ -	
Cemetery	£ 2,250.00	
Bank Interest	£ 472.44	
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	£ 99,709.81	See bank reconciliation 31st October 2025
Expenditure to date	£ 47,856.36	See bank reconciliation 31st October 2025
Balance to date	£ 51,853.45	See bank reconciliation 31st October 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	£ 11,245.93	See reserves balance
Balance to date	£ 51,853.45	

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

15.5622. TO SET ANY DATES FOR MEETINGS

- TBC

16.5623. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (8TH DECEMBER 2025) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)

- Report on sustainability and Repair Café
- Clerk's appraisal and pay review
- Ground Maintenance Contract Tender submissions

The Chair closed the meeting at 20:20 hrs.