

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
8th December 2025 (at 18.50hrs)
held in person**

- **PRESENT:** Cllr Walker (Chair), Cllr Ashton, Cllr Bannister-Kelly, Cllr Coles, Cllr Hellingman, Cllr Herbert, Cllr Lynch, Cllr Pugh, Clerk

1. 5624. APOLOGIES FOR ABSENCE

- **Apologies received:** Cllr Copeman, Cllr Whittaker, County Cllr McCusker, PCSO Lisa-Marie Davies

2. 5625. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING

- None declared

3. 5626. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING

- Presentation on the Penley Hospital site plans and an options appraisal.
Representing BCUHB were Andy Rogers (Engagement and Communications) Ryan Welch (Community Service Manager) and Andrea Hughes (Director of Nursing – Lead).
BCUHB are engaging with the local communities on proposals for the future of Penley Hospital with three main options: -
 - Develop an integrated Health and Wellbeing hub/Health Centre, providing a range of outpatient, preventive, and some intermediate care services.
 - Open a Health & Wellbeing hub led by the third sector, with outreach provided in homes and local communities (third sector could be private or voluntary organisations).
 - Enhance community services without using the physical building.BCUHB are seeking views from stakeholders to include a further 6-week engagement period in January 2026. The current budget of £800,000 per year would be used for any future development.

4. 5627. TO CONSIDER ANY POLICE MATTERS

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

5. 5628. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS

- Road repairs and closure on the bends near Lion Lane, Penley A539 are delayed until Easter 2026.
- Resurfacing work is planned for Overton High Street in April 2026.
- Resurfacing work after Erbistock bridge on the A528 has been completed.

6. 5629. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 10TH NOVEMBER 2025

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

7. 5630. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS

- Extraordinary meeting 25th November 2025 (Precept)
Proposed by Cllr Pugh and seconded by Cllr Lynch
- Planning Meeting 11th November 2025
- Planning Meeting 2nd December 2025

8. 5631. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.
For information only

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

9. 5632. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING

- Cllr Coles summarised issues raised after attending a recent sustainability meeting at Yale University. Overton Community is currently addressing many of the relevant priorities around Biodiversity and Sustainability. Cllr Coles proposed that OCC register as low-carbon community. This would allow OCC to apply for grants. Eight other local Community Councils have registered.

Resolution: Approved by Council.

- Cllr Coles and Cllr Copeman will be attending a Repair Café (Caia park) and will report back to the CC. The church has been suggested as a local for an Overton Repair Café.

10. 5633. TO RECEIVE REPORTS / ISSUES FROM

a) Finance

- The Clerk's appraisal will be arranged before the end of the year.
- Grounds Maintenance Contract 2026-2029 – the CC asked for the contract submitted to be reviewed by the contractor with a view to reducing the proposed costs wherever possible.

Action: Clerk to provide current and proposed new contract figures and contact the contractor, asking for a review of the pricing.

b) Cemetery

- The Clerk has arranged for a Stage 1 Preliminary Risk Assessment to support the planning application for the new cemetery extension. Three trial pits are due to be dug next week and the water pollution risk assessment will follow.

c) Playingfields

- New picnic benches have been installed, thanks to Cllr Lynch and Cllr Walker.
- Bark top-up in play areas (Spring 2026) – approximate £500-£600 costs

Resolution: approved by Council

d) Main Car Park toilets

- There have been no applications for the Caretaker Cover post. The post will be readvertised in the Overton Oracle.

e) Training for Councillors

- Nothing further to report

f) Oracle report December 2025

- To include
 - thanks for the hard work of the litter pickers.
 - reference to the new picnic benches plus more bench replacements in 2026.
 - advert for caretaker cover.

g) Community hub

- Nothing to report.

h) Telephone box

- Temporary Xmas lights to be installed – Cllr Bannister-Kelly.
- Clean up of the outside and inside in Spring 2026.

i) Community Chest Applications 2025 – approval letters noted.

11. 5634. TO RECEIVE ANY CORRESPONDENCE

- External Audit report 2024-2025 – Unqualified, with a recommendation to add an updated document to the OCC website. The Community Council thanked the Clerk for his work.

12. 5635. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- None received

13.5636. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 211-237 (November 2025)					
Voucher	Code	Description	Supplier		VAT
211	Grass Cutting Cemetery	Cutting cemetery grass	J D Bell	£420.00	
212	Litter collection and Litter bins Cemetery	Litter collection	J D Bell	£75.00	
213	Cutting Cemetery extension	Grass cutting in Cemetery Extension	J D Bell	£140.00	
214	Ad Hoc Tasks Cemetery	Weed path	J D Bell	£40.00	
215	Ad Hoc Tasks Cemetery	Weed new G of R & path	J D Bell	£30.00	
217	Grass Cutting Cenotaph	Grass cutting Cenotaph	J D Bell	£90.00	
216	Ad Hoc Tasks Cemetery	Weed Spraying Graves	J D Bell	£45.00	
218	Grass cutting	Grasscutting in the Playing Field	J D Bell	£180.00	
219	Raking existing bark	Rake existing bark	J D Bell	£50.00	
220	Litter Collections / Dustbins	Litter collection	J D Bell	£240.00	
221	Weeding barked area o/s Pavillion & Scout Hut	Weeding barked area	J D Bell	£35.00	
222	Weeding barked area o/s Pavillion & Scout Hut	Emptying Dog wast bin MM	J D Bell	£60.00	
223	Cut grass/tide area front of MM gate	Strimming and tidy inside millennium gates	J D Bell	£52.50	
224	WCBC refuse collection charge for bin	Litter collection	WCBC	£48.63	
225	Water at car park Public Toilets	Public Toilets car park - water	Hafren Dyfrdwy	£17.16	£3.43
226	Street light Electricity Cost	Street lighting electricity bill payment	British Gas SP Energy Networks	£228.35	£11.42
227	Donation - Poppy Appeal	Poppy Grant	Overton Community Council	£50.00	
228	Rates Non dom for garage store	Non Dom Rates - Pavillion Garage	WCBC	£65.00	
229	Hosted email account	ICO annual fee	ICO	£47.00	
230	Water bill at cemetery	Water bill - Cemetery	Hafren Dyfrdwy	£6.26	
231	AVOW Payroll charges	Payroll charge	AVOW	£22.00	
232	Public Toilet Caretakers wages	Caretaker's wages Nov	AVOW	£701.20	
233	Clerk's wages	Clerk's wages November	AVOW	£1,629.40	
234	Electricity at Car Park Public Toilets	Electricity charge for Public Toilets	British Gas SP Energy Networks	£50.62	£2.53
235	Telephone and Broadband	Telephone and broadband service	Vodafone Limited	£36.15	
236	Christmas lights & Christmas tree outside VH	Christmas tree	Out There	£150.00	
237	Community Chest Grant (solar farm)	Community Chest Grant payment	Overton Community Council	£460.00	
Total				£4,969.27	£17.38
					£4,986.65

RECEIPTS LIST 54 (November 2025)

Voucher	Code	Description	Supplier	Total
54	Bank interest	Bank interest	TSB	£62.61
Total				£62.61

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

14.5637. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Overton Community Council Financial Forecast December 2025		
Forecast 2025/2026	£	Comments - Clerk
As at 1st December 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	£ 535.05	
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	£ 99,772.42	See bank reconciliation 30th November 2025
Expenditure to date	£ 53,104.45	See bank reconciliation 30th November 2025
Balance to date	£ 46,667.97	See bank reconciliation 30th November 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)	£ 4,030.86	
Overton Community Fund	£ -	
Ringfenced Total	£ 40,147.52	See reserves balance
General Fund	£ 6,520.45	See reserves balance
Balance to date	£ 46,667.97	

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

15.5638. TO SET ANY DATES FOR MEETINGS

- TBC

16.5639. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (12TH JANUARY 2026) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)

- Wrexham School Governors meeting

The Chair closed the meeting at 20:40 hrs.