

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL MEETING
12th January 2026 (at 18.50hrs)
held in person**

- **PRESENT:** Cllr Walker (Chair), Cllr Ashton, Cllr Bannister-Kelly, Cllr Coles, Cllr Copeman, Cllr Hellingman, Cllr Herbert, Cllr Lynch, County Cllr McCusker, Clerk
- 1. **5640. APOLOGIES FOR ABSENCE**
 - **Apologies received:** Cllr Pugh, Cllr Whittaker, PCSO Lisa-Marie Davies
- 2. **5641. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING**
 - None declared
- 3. **5642. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING**
 - None received
- 4. **5643. TO CONSIDER ANY POLICE MATTERS**
 - Cllr Walker briefed the Community Council on the North Wales report for the Overton area.
- 5. **5644. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS**
 - County Cllr McCusker reported fly-tipping near the old bridge in Lightwood green. It was noted that the costs to remove substantial fly-tipping rubbish on any landowner's property have to be met by the landowner.
 - Line painting work approaching Erbistock bridge from Overton (A528) has been completed. Tree branches on the left-hand side of the road are encroaching on the road and there is subsidence on the same side.
 - There will be a Go-Safe review near the Berwyns bungalow on the A528, after another collision with the property wall.
 - Civil Enforcement Officers have been instructed by the Welsh Government to fine drivers parked on pavements to stop obstructive parking that blocks pedestrians, especially vulnerable users.
- 6. **5645. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 8TH DECEMBER 2025**
 - **Resolved** – that the Minutes of Full Council Meeting were approved by members.
Proposed by Cllr Hellingman and seconded by Cllr Lynch
- 7. **5646. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS**
 - None received
- 8. **5647. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**
For information only
 - The Clerk updated the Community Council actions agreed in previous meetings.
- 9. **5648. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING**
 - Cllr Coles and Cllr Copeman visited a local Repair Café (Caia Park). To enable a Repair Café in Overton a location needs to be agreed and volunteers with a range of skills need to come forward. A poster will be added to Facebook.
 - The Clerk attended the December meeting of the North Wales SLCC committee.
 - Precept increase was generally 10% for several councils.
 - Section 6 Biodiversity plans need to be completed every 3 years and reviewed annually. They must be published on the Community Council website and may be submitted for audit purposes.

- Presentation by Helen Ball (Home office advisory panel) on Martyn's Law <https://homeofficemedia.blog.gov.uk/2025/04/03/martyns-law-factsheet/>
Risk mitigation and awareness at events, OCC to selectively risk assess larger gatherings such as Street Market/Fete and Remembrance parade and any others they deem appropriate
Clerk has volunteered to undertake ACT (Action Counters Terrorism) training

10. 5649. TO RECEIVE REPORTS / ISSUES FROM

- Finance
 - The Clerk's appraisal TBC.
 - Proposed Final Precept 2026-2029, including Grounds Maintenance Contract increase
Resolution: Approved by Council
 - VAT refund received as requested – total £2126.26
- Cemetery
 - Cemetery extension - Stage 1 Preliminary Risk Assessment concluded a low risk for ground water pollution. Natural Resources Wales (NRW) concur with the report. WCBC now need to give final approval for groundworks to begin.
- Playingfields
 - Purchase of more benches and litter bins TBC.
 - Cllr Walker will perform the Playingfield inspection for January.
 - OCC to purchase 12 more litter grabbers (£116.88 plus VAT).
- Main Car Park toilets
 - Sink repair is still outstanding.
- Training for Councillors
 - The Clerk introduced the idea of using recent examples of issues raised on the SLCC training forum. N.B These examples are NOT related to OCC, but are used for training purposes only.
Learning points from OCCTF1
 - Ensure an up-to-date Complaints Policy is in place
 - Members of the Community Council should not bring the CC into disrepute when commenting on social media in the name of the CC.
- Oracle report December 2025
 - To include parking on pavement enforcement information.
- Community hub
 - Very busy session on 12th January attended by the litter pickers.
 - Clerk to purchase tea and coffee for the meetings.

11.5650. TO RECEIVE ANY CORRESPONDENCE

- Dog fouling reported by the headmaster of St. Mary's Primary School. Ultimately only enforcement and fines could help reduce the incidents.

12.5651. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- None received
- Cllr Pugh asked the Clerk to draw attention to further documents posted by WCBC.
 - P/2025/0854, Queensbridge glamping site. The existing access to and from the A528 and car parking is unacceptable and needs review (WCBC).
 - P/2025/0796, Cemetery Extension, NRW response.
- Clerk also drew attention to the correspondence between the applicant (P/2025/0854), Cllr Pugh and the Clerk.

13.5652. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS

PAYMENTS LIST 238-267 (December 2025)

Voucher	Code	Date	Description	Supplier		VAT	Total
238	Cleaning materials for both Public Toilet sites	25/11/2025	Cleaning items for the public toilets	Booker Cash and Carry	£79.95	£15.99	£95.94
239	Parish Room Hire	26/11/2025	Parish Room Hire	Overton Village Hall	£37.50		£37.50
240	Parish Room Hire	26/11/2025	Parish Room Hire	Overton Village Hall	£128.00		£128.00
241	Grass Cutting Cemetery/Strimming Graves	01/12/2025	Cutting cemetery grass	J D Bell	£210.00		£210.00
242	Litter collection and Litter bins Cemetery	01/12/2025	Litter collection	J D Bell	£60.00		£60.00
243	Cutting Cemetery extension	01/12/2025	Grass cutting in Cemetery Extension	J D Bell	£35.00		£35.00
244	Ad Hoc Tasks Cemetery	01/12/2025	Repair shuttering	J D Bell	£180.00		£180.00
246	Grass Cutting Cenotaph	01/12/2025	Grass cutting Cenotaph	J D Bell	£45.00		£45.00
247	Hedges and trees Cenotaph	01/12/2025	Cenotaph maintenance	J D Bell	£60.00		£60.00
248	Hedges and trees Cenotaph	01/12/2025	Leaf collection	J D Bell	£180.00		£180.00
249	Raking existing bark	01/12/2025	Rake existing bark	J D Bell	£50.00		£50.00
250	Litter Collections / Dustbins	01/12/2025	Litter collection	J D Bell	£240.00		£240.00
251	Weeding barked area o/s Pavillion & Scout Hut	01/12/2025	Weeding barked area	J D Bell	£35.00		£35.00
245	Ad Hoc Tasks Cemetery	01/12/2025	Repair shuttering	J D Bell	£69.22		£69.22
254	WCBC refuse collection charge for bin	01/12/2025	Litter collection	WCBC	£48.63		£48.63
252	Emptying dog bin in Millennium Ave	01/12/2025	Emptying Dog wast bin MM	J D Bell	£60.00		£60.00
253	Ad Hoc Tasks	01/12/2025	Leaf collection	J D Bell	£160.00		£160.00
255	Water at car park Public Toilets	02/12/2025	Public Toilets car park - water	Hafren Dyfrdwy	£17.16	£3.43	£20.59
258	Clerk's wages	10/12/2025	Clerk's wages - Dec	AVOW	£1,629.40		£1,629.40
257	Public Toilet Caretakers wages	10/12/2025	Caretaker's wages - Dec	AVOW	£701.20		£701.20
256	AVOW Payroll charges	10/12/2025	Payroll charge	AVOW	£22.00		£22.00
259	Rates Non dom for garage store	10/12/2025	Non Dom Rates - Pavillion Garage	WCBC	£65.00		£65.00
260	Water bill at cemetery	15/12/2025	Water bill - Cemetery	Hafren Dyfrdwy	£6.26		£6.26
261	Electricity at Car Park Public Toilets	16/12/2025	Electricity charge for Public Toilets	British Gas	£49.36	£2.47	£51.83
262	Telephone and Broadband	17/12/2025	Telephone and broadband service	Vodafone Limited	£36.15		£36.15
263	Office Rent	22/12/2025	Office Rent	Overton Hall	£446.00		£446.00
264	Street light Electricity Cost	22/12/2025	Street lighting electricity bill payment	British Gas	£298.98	£14.95	£313.93

265	Parish Room Hire	29/12/2025	Parish Room Hire	Overton Hall	£15.00	£15.00
266	Parish Room Hire	29/12/2025	Parish Room Hire	Overton Hall	£37.50	£37.50
267	Parish Room Hire	29/12/2025	Parish Room Hire	Overton Hall	£96.00	£96.00
					Total	£36.84
						£5,135.15

RECEIPTS LIST 55-57 (December 2025)

Voucher	Code	Date	Description	Supplier		
55	Bank interest	10/12/2025	Bank interest	TSB	£51.95	
56	Precept	12/12/2025	3rd Precept installment	WCBC	£26,204.67	
57	Cemetery - burials & headstones	29/12/2025	Burial	Edgertons Funeral Directors	£855.00	
					Total	£27,111.62

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

14.5653. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

Overton Community Council Financial Forecast January 2026		
Forecast 2025/2026	£	Comments - Clerk
As at 1st January 2026		
Opening Balance 1st April 2024	£ 39,181.45	
Precept 2024/25 to date	£ 52,409.32	
VAT return	£ -	
Cemetery	£ 3,105.00	
Bank Interest	£ 587.00	
Overton Community Fund Proceeds	£ -	
Community Chest (Solar farm)	£ 3,900.32	
Fete proceeds (stall fees, donations, raffle)	£ 791.00	
Electricity rebate (EVC)	£ 705.28	
Income Total	£ 126,884.04	See bank reconciliation 31st December 2025
Expenditure to date	£ 57,978.16	See bank reconciliation 31st December 2025
Balance to date	£ 68,905.88	See bank reconciliation 31st December 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	£ 28,758.36	See reserves balance
Balance to date	£ 68,905.88	

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

15.5654. TO SET ANY DATES FOR MEETINGS

- Amenities meeting in the Spring

16.5655. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (9TH FEBRUARY 2026) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)

- Fete 2026

The Chair closed the meeting at 20:15 hrs.