

**OVERTON COMMUNITY COUNCIL
MINUTES OF FULL COUNCIL (ANNUAL) MEETING
11th May 2026 (at 18.50hrs)
held in person**

PRESENT: Cllr Walker (Chair), Cllr Ashton, Cllr Coles, Cllr Copeman, Cllr Hellingman, Cllr Herbert, Cllr Pugh,
Clerk

1. 5704. ELECTION OF CHAIRMAN OF THE COUNCIL

Cllr Walker proposed by Cllr Ashton and seconded by Cllr Hellingman

Resolution: All in favour

2. 5705. TO RECEIVE CHAIRMAN DECLARATION OF ACCEPTANCE OF OFFICE – signed by Cllr Walker

3. 5706. ELECTION OF VICE-CHAIRMAN OF THE COUNCIL

Cllr Hellingman proposed by Cllr Ashton and seconded by Cllr Herbert

Resolution: All in favour

4. 5707. APOLOGIES FOR ABSENCE

Apologies received: Cllr Bannister-Kelly, Cllr Lynch, County Cllr McCusker, PCSO Davies

5. 5708. TO DISCLOSE PERSONAL AND PECUNIARY INTERESTS IN ITEMS OF BUSINESS TO BE DISCUSSED AT THE MEETING

- Councillors were asked to submit all general personal or prejudicial interests.
- Cllr Hellingman declared his interests in Overton Amateur Dramatics. No further changes recorded.

6. 5709. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING

- None received.

7. 5710. TO APPOINT A SCHOOL GOVERNOR

- Cllr Ashton is currently on the board of School Governors at St. Mary's School.
- N.B. Cllr Ashton will not be seeking re-election next year

8. 5711. TO APPOINT COMMITTEES AND WORKING PARTIES

The three existing Committees were reviewed and discussed by Council.

- Planning Committee (4)
Membership as of 2025-2026. Cllr Coles will no longer sit on the Planning Committee.
- General Amenities Committee (5)
Membership as of 2025-2026.
- Finance Committee (5)
Membership as of 2025-2026.

The Chair for each committee will be agreed and approved at the next meeting of each committee

9. 5712. TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

- Overton United Charities (1) - Cllr Copeman
- Overton Twinning Association (1) – Cllr Walker
- One Voice Wales (1) - Cllr Copeman (supported by the Clerk)
- Wrexham Town and Community Forum – Clerk plus one other if available

Representatives reviewed, confirmed as above

10. 5713. REVIEW OF THE TERMS OF REFERENCES FOR COMMITTEES

Resolution: Members adopted Terms of Reference – each committee to review at their next committee meeting

11.5714. ADOPT PREVIOUSLY REVIEWED STANDING ORDERS

Resolution: Members adopted Standing Orders.

12.5715. REVIEW AND ADOPT FINANCIAL REGULATIONS.

Resolution: Members reviewed and adopted Financial Regulations

13.5716. REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT

Resolution: Members reviewed inventory of land and assets, including building and office equipment.

Action: Clerk to add the Cemetery extension development and recently acquired village telephone box.

14.5717. REVIEW AND CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS.

Resolution: Members confirmed arrangements for Insurance Cover in respect of all insured risks

15.5718. REVIEW AND ADOPT THE COUNCIL'S COMPLAINTS PROCEDURE AND LOCAL RESOLUTION PROTOCOL.

Resolution: Members reviewed and adopted the Council's complaints procedure and local resolution protocol.

16.5719. ADOPT INVESTMENT STRATEGY

Resolution: Members adopted the Investment Strategy

17.5720. ADOPT FINANCIAL RESERVE POLICY

Resolution: Members adopted the Financial Reserve Policy

18.5721. TO CONSIDER ANY POLICE MATTERS

- Update from Cllr Walker

19.5722. COUNTY COUNCIL MATTERS AND HIGHWAYS MATTERS

Highway Matters (update forwarded by County Cllr McCusker).

- WCBC highways are investigating the sinking road near the Cross Foxes Pub.
- Issues raised by OCC
 - The 20mph temporary sign on Salop Road needs replacing with a permanent illuminated sign.
 - The pavement damage on the inside corner of the road near the village hall need to be repaired.
 - A pothole at the entrance to the Playingfield car park needs addressing as it is a trip hazard.
 - The hazard chevron sign near the B5069/A528 junction is obscured by foliage.

20.5723. TO AGREE AND SIGN MINUTES OF THE COUNCIL MEETING 15TH APRIL 2026

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

21.5724. TO AGREE AND SIGN MINUTES FROM COMMITTEE MEETINGS

- General Amenities Committee Meeting 11th April 2026 – approved by Council

22.5725. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.

For information only

- a) Clerks update on Decision notes 15th April 2026.

23. 5726. TO RECEIVE FEEDBACK FROM COUNCILLORS RE: CONSULTATIONS AND MEETINGS ATTENDED SINCE THE LAST COUNCIL MEETING

- Nothing to report

24. 5727. TO RECEIVE REPORTS / ISSUES FROM

- a) Finance
 - The internal audit has sent been to Morris Cook Accountants for the Internal Audit 2025-2026
 - PIPIF

- The Community Council approved the WCBC application and the 7 projects listed. It was agreed the list should be printed in the Overton Oracle for distribution around the village.
 - Work has already started on the projects as time is short. Suppliers for new Christmas trees and lights, new trees and shrubs for the cemetery extension and a new cemetery path have been contacted. Quotes for a new roundabout will follow shortly.
- b) Cemetery
- Review Fees – It was agreed to make no changes to the cemetery fees for 2026-2027.
- c) Playingfields
- Playingfield inspection April 2026 – completed by Cllr Hellingman.
 - Bark delivery date to be arranged for a Saturday.
- Action:** Clerk
- d) Main Car Park toilets
- The provision of cleaning and maintaining the toilets was considered by the Community Council.
- e) Community Hub
- No further update
- f) Oracle report June 2024
- Details of the WCBC application for PIPF funding to be included.
- Action:** Clerk
- An notice asking for local volunteers to help distribute new bark in the play areas, may be included.
- g) Overton Village Fete
- OCC would like to donate a prize for the raffle.
- Action:** Clerk to explore options
- h) Repair Cafe
- Cllr Coles reported on the first Repair café, held on the 25th April 2026 in the Catholic Church Hall.
 - For the first session advertising was limited so that the numbers of attendees were not excessive.
 - 5 volunteer repairers attended.
 - 2 repairs were made, including an Air Fryer.
 - Cakes were kindly donated and volunteers supplied the refreshments.
 - £23 was raised (hall rental was £20).
 - A big thanks to Cllr Coles for organising this and to all those who volunteered to repair and supply cakes and tea.
 - OCC insurance cover for these events needs to be checked
- Action:** Clerk

25.5728. TO RECEIVE ANY CORRESPONDENCE

- Thank you letter from Overton Playcentre was circulated.
- An email was received on May 9th 2026 from the Chair of Overton Cricket Club requesting a response to previous emails sent, regarding concerns about the communication with the Cricket Club and discussions on the PIPF.
 - The Clark confirmed he sent a response approved by OCC to the Chair on the 29th April 2026 noting that the concerns raised by the Cricket Club were read, considered and minuted at the Community Council Meeting on Wednesday 15th April 2026.
 - The Chair of the Cricket Club contacted the Clerk on 12th May 2026 - "Thank you for your response and for some reason your email came to our 'junk' folder but has now been seen and digested and is appreciated."

26. 5729. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS

- Nothing to report

5730. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS**PAYMENTS LIST 1-19 (April 2026)**

| Voucher Code | Date | Payment Ref: | Description | Supplier | VAT | Total | |
|---------------------|---|---------------------|--|--------------------------------|----------------|------------------|-----------|
| 1 | WCBC refuse collection charge for bin | 01/04/2026 | Litter collection | WCBC | £49.62 | £49.62 | |
| 2 | Water at car park Public Toilets | 02/04/2026 | Public Toilets car park - water | Hafren Dyfrdwy | £17.16 | £3.43 | £20.59 |
| 4 | Hire of sanitary unit at both Public Toilet sites | 08/04/2026 | Sanitary unit for the public toilets | Supremem Hygiene | £520.96 | £104.19 | £625.15 |
| 3 | Hosted email account | 08/04/2026 | Hosted email account | Visionict | £260.00 | £52.00 | £312.00 |
| 5 | Street light Electricity Cost | 14/04/2026 | Street lighting electricity bill payment | British Gas SP Energy Networks | £240.20 | £12.01 | £252.21 |
| 8 | Clerk's wages | 15/04/2026 | Clerk's wages (April) | AVOW | £1,629.40 | | £1,629.40 |
| 7 | Public Toilet Caretakers wages | 15/04/2026 | Caretaker's wages (April) | AVOW | £682.89 | | £682.89 |
| 6 | AVOW Payroll charges | 15/04/2026 | Payroll charge | AVOW | £22.00 | | £22.00 |
| 9 | Water bill at cemetery | 15/04/2026 | Water bill - Cemetery | Hafren Dyfrdwy | £6.26 | | £6.26 |
| 12 | Telephone and Broadband | 17/04/2026 | Telephone and broadband service | Vodaphone Limited | £36.15 | | £36.15 |
| 13 | Electricity at Car Park Public Toilets | 21/04/2026 | Electricity charge for Public Toilets | British Gas SP Energy Networks | £48.54 | £2.43 | £50.97 |
| 10 | Rates Non dom Cemetery | 27/04/2026 | Non Dom Rates - Cemetery | WCBC | £55.15 | | £55.15 |
| 11 | Rates Non dom for garage store | 27/04/2026 | Non Dom Rates - Pavillion Garage | WCBC | £69.25 | | £69.25 |
| 14 | Parish Room Hire | 28/04/2026 | BN: 1655 IN: 1685 Parish Room Hire | Overton Village Hall | £15.00 | | £15.00 |
| 15 | Parish Room Hire | 28/04/2026 | BN: 1545 IN: 1576 Parish Room Hire | Overton Village Hall | £37.50 | | £37.50 |
| 16 | Parish Room Hire | 28/04/2026 | BN: 1553 IN: 1584 Parish Room Hire | Overton Village Hall | £96.00 | | £96.00 |
| 17 | Grant - Overton Oracle | 28/04/2026 | Oracle Annual Grant | Overton Community Council | £500.00 | | £500.00 |
| 18 | Grant - Overton Playcentre | 28/04/2026 | Playcentre Annual Grant | Overton Community Council | £350.00 | | £350.00 |
| 19 | Grant - Overton Twinning | 28/04/2026 | Twining Annual Grant | Overton Community Council | £400.00 | | £400.00 |
| Total | | | | | £174.06 | £5,210.14 | |

RECEIPTS LIST 1-7 (April 2026)

| Voucher | Code | Date | Description | Supplier | |
|----------------|---------------------------------|-------------|-------------------------|-----------------------------|-------------------|
| 2 | Fete - stall fees & donations | 06/04/2026 | Stall at fete | Jo Whitley | £10.00 |
| 3 | Fete - stall fees & donations | 06/04/2026 | Stall at fete | Tom Tree Farm | £10.00 |
| 1 | Precept | 07/04/2026 | 1st Precept installment | WCBC | £29,595.33 |
| 4 | Bank interest | 10/04/2026 | Bank interest | TSB | £52.49 |
| 5 | Fete - stall fees & donations | 11/04/2026 | Stall at fete | TBC - see notes | £10.00 |
| 6 | Cemetery - burials & headstones | 15/04/2026 | Burial | Edgertons Funeral Directors | £500.00 |
| 7 | Fete - stall fees & donations | 29/04/2026 | Stall at fete | Huxley | £10.00 |
| Total | | | | | £30,187.82 |

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

27.5731. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE

| Overton Community Council Financial Forecast 1st May 2026 | | |
|--|--------------------|--|
| Forecast 2026/2027 | £ | Comments - Clerk |
| Opening Balance 1st April 2026 | £ 39,102.47 | |
| Precept 2026/27 to date | £ 29,595.33 | 1 of 3 installments |
| VAT return | | Due in January 2027 |
| Cemetery | £ 500.00 | |
| Bank Interest | £ 52.49 | |
| Community Chest (Solar farm) | | Due in June 2026 |
| Fete proceeds (stall fees, donations, raffle) | £ 40.00 | |
| Income to date | £ 69,290.29 | See bank reconciliation 30th April 2026 |
| Expenditure to date | £ 5,210.14 | See bank reconciliation 30th April 2026 |
| Balance to date | £ 64,080.15 | See bank reconciliation 30th April 2026 |
| Capital | | |
| Reserve figure | £ 19,236.32 | |
| Earmarked Reserves | | |
| Community Chest Fund (solar farm) | £ 8.86 | |
| Overton Events Fund (Unspent 2025) | £ 959.97 | |
| Strategic Planning Projects | £ 7,735.37 | |
| Total Earmarked | £ 8,704.20 | |
| Total reserves balance | | |
| | £ 27,940.52 | |
| Cash in hand | | |
| | £ 36,139.63 | |
| Total Funds | £ 64,080.15 | |

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

28.5732. TO SET ANY DATES FOR MEETINGS

- None planned

29.5733. ITEMS FOR INCLUSION IN THE NEXT AGENDA AND CONFIRMATION OF DATE (8TH JUNE 2026) - TO BE HELD IN PERSON (REMOTE ACCESS AVAILABLE)

- None received

The Chair closed the meeting at 20:40 hrs.