**OVERTON PARISH COUNCIL**

**Meeting**

Minutes of the Meeting of Overton Parish Council held by electronic means on Monday

11th January 2021 at 7.00pm

**Parish Councillors Present:** J Higginson (Chair)

S Ayrey

S Bargh

J Dean

D Edmondson

P Fleming

G Webber

**Also Present:** D Clarke (Clerk)

**Apologies:** All Councillors present; no apologies.

The Chairman, Mr Higginson, welcomed those in attendance and opened the meeting at 7.00 pm.

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| Item No. |  | Action |
| **21-01** | **Declarations of Interest**  There were no declarations of interest. |  |
| **21-02** | **Dispensations**  There were no dispensations. |  |
| **21-03** | **Minutes of the previous meeting**  The minutes of the meeting of the Parish Council on Monday 14th December 2020 were received and approved as a true record for signature by the Chairman. | **Clerk** |
| **21-04** | **Matters arising from the minutes**  There were no matters arising. |  |
| **21-05** | **Coronavirus -Contingency planning – Community Testing**  Lancaster district has moved into Tier 4. The Tier 4 regulations do not specifically require any changes to the management of the children’s playground but the PC will check with the City Council.  The Government has launched the Community Testing Scheme in partnership with local authorities. To date the PC has not received any information from Lancaster City Council about participation in the scheme but will make enquiries. | **Clerk** |
| **21-06** | **New Clerk**  An application for the post has been received and will be given consideration. | **Council** |
| **21-07** | **Bank Mandate – Review**  An attempt to review the mandate using electronic forms which are now required by the bank had proved unsuccessful. A further attempt will be made.  **Resolved:** Parish Councillors J. Dean and G.K. Webber will be added to the mandate as signatories. D. Maddox who has resigned from the Parish Council will be removed from the mandate.  It was resolved that a banking relationship will be maintained with National Westminster Bank Plc (The **Bank**) in accordance with this mandate and that:   * the individuals identified as **Authorised Signatories** may in accordance with the **Signing Rules:** * Sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, bankers drafts and other payments on the accounts even if it causes an account to be overdrawn or exceed any limit. * Sign, accept or endorse bills of exchange. * Request and give counter-indemnities for the issue of letters of credit or Guarantees (including bonds, indemnities and undertakings). * **Authorised Signatories** identified in the **Signing Rules** for unlimited amounts may, in accordance with the Signing Rules: * Sign agreements for electronic products, including payment systems, and appoint or remove administrators and operators of those electronic products. The Business/Organisation authorises the administrators and operators to exercise the powers detailed in the terms of each electronic product. These powers may be extensive and include the power to make to make payments and access information on behalf of the Business/Organisation, and in the case of administrators, the power to appoint and remove other administrators (with the same powers) and operators * any **Authorised Signatory** may give other instructions or requests for information to the Bank in relation to the accounts; opening accounts with the same **Signing Rules** and **Authorised Signatories;** closing accounts; or other banking services or products * the Bank may accept instructions that do not have an original written signature provided the Bank is satisfied that the instruction is genuine. Acceptance will be subject to any other agreement the bank may require for those instructions * The mandate will continue until the Customer completes a new mandate / passes a new Authority advising the changes in authority on the account(s); | **Clerk** |
| **21-08** | **Precept 2021**  It was noted that Lancaster City Council had acknowledged receipt of the PC’s precept demand. |  |
| **21-09** | **Defibrillators – Update**  There was no report on this item. |  |
| **21-10** | **Green Team**  The owner of the grazing rights on Overton Marsh had been contacted about the damage to the Bazil embankment footpath which has been caused by cattle breaking through the fence and asked to make repairs. He has agreed to do so. | **Clerk** |
| **21-11** | **Grants and Donations**  There were no requests for grants or donations. |  |
| **21-12** | **Grounds Maintenance**  Due to the Coronavirus emergency the City Council has not been able to fulfil the maintenance contract. The PC will expect a reduction in the contract price. For 2021 mowing of Blue Pots may be excluded from the contract. | **Clerk** |
| **21-13** | **Playground Inspection and Safety Issues**  It was noted that the self-closing mechanism of the pedestrian gate at the main Lancaster Road entrance was not closing the gate completely. Although not a safety hazard the condition of the gate will be monitored. | **JH** |
| **21-14** | **Road Maintenance, Cleansing & Safety**  Lancashire County council will be reminded of the need to repair the surface of Pedder Grove. | **Clerk** |
| **21-15** | **Planning**  **Application No:** 20/01417/FUL. **Proposal:** Erection of a part two storey part single storey front/side/rear extension. **For:** Mr. & Mrs. Barker. **Site Address:** 6 Middleton Road, Overton, Morecambe, LA3 3HB. **Grid Reference**: 343653,458229.  **Resolved:** No objection. | **Clerk** |
| **21-16** | **Lancaster Road Development -Street name**  No progress to report but the PC will try to persuade the City Council to agree to rename the access road. | **Clerk** |
| **21-17** | **Sunderland Point Road – Illumination of warning signs**  Due to the Coronavirus emergency there have been no meetings of the Sunderland Point Community Association. Consultation is temporarily suspended. | **Clerk** |
| **21-18** | **Sunderland Point Toilets**  Due to the imposition of Tier 4 regulations and the difficulty of adequately and safely monitoring the toilets they will remain closed. | **Clerk** |
| **21-19** | **Website**  The website is running satisfactorily. | **GW** |
| **21-20** | **Date of next meeting**  The suggested date of the next Parish Council meeting is Monday 8th February 2021. The meeting will be held by electronic means. | **Clerk** |
| **21-21** | **Accounts for Payment**  **DGS Clarke -** Clerk’s salary for December 2020 **£229.08**  No PAYE deduction this month as HMRC says the account is £45.62 in credit.  **Broadgate Garage -** Fuel account Jan to Dec 2020    £208.54  VAT £ 41.71  **Total £250.25**  **E.ON Next -** by DD on 15/01/2021Elec charges SP toiletsDec 2020£16.11  VAT £ 0.81  **Total £16.92**  **E.ON Next** has taken over from Npower Business; no change to terms of supply.  **Resolved:** Accounts be paid as presented. | **Clerk** |
| **21-22** | **Correspondence**   1. **06/01/2021** Lancashire County Council – Consultation on LCC’s proposed budget for 2021/22. **Resolved:** no observations. 2. **09/01/2021 HMRC –** notification that PAYE account is £45.62 in credit. **Noted.** |  |