**OVERTON PARISH COUNCIL**

**Meeting**

Minutes of the Meeting of Overton Parish Council held in Overton Memorial Hall on Monday

9th August 2021 at 7.00pm

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

 D Edmondson

 S Bargh

 P Fleming

 G Webber

 J Higginson (part of meeting)

**Also Present:** D Clarke (Clerk) and 3 members of the public

**Apologies:** S Ayrey, J Higginson (late arrival)

The Chairman, J Dean, welcomed those in attendance and opened the meeting at 7.00 pm.

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| **Item No.** |  | **Action** |
| **21-265** | **Declarations of Interest**There were no declarations of interest. |  |
| **21-266** | **Dispensations**There were no requests for dispensation. |  |
| **21-267** | **Open Section for members of the public to speak**T. Wingate, secretary of Overton Bowling Club, outlined the Club’s project for the provision of toilet accommodation at the bowling green by an extension of the existing pavilion. Work on the project has already started and is expected to cost £12000 - £15000 with the Club covering most of the cost. The Club asks the PC for a contribution to the project by purchasing the sanitary ware for the toilets at an estimated cost of £950 plus VAT.D Leach had written to the PC about the provision of adult gym equipment for which she believed there was a demand within the village community. This matter has been raised previously but not pursued as the PC was not confident that the equipment, which is expensive, would get much use. Ms. Leach attended the meeting to ask the PC to reconsider.Adult Gym Equipment will be an item on the 13th September 2021 meeting agenda.Concern was expressed about the encroachment of the understory onto the paths at Trailholme Wood and there was a request for a litter bin at Yenham Lane. The PC will look into both these matters. | **Clerk** |
| **21-268** | **Minutes of the previous meeting**The minutes of the meeting of the Parish Council on Wednesday 12th July 2021 were received and approved as a true record for signature by the Chairman. | **Clerk** |
| **21-269** | **Matters arising from the minutes**There were no matters arising from the minutes. |  |
| **21-270** | **Coronavirus – Contingency planning** There were no changes to current policy. |  |
| **21-271** | **New Clerk**There were no candidates for the post. |  |
| **21-272** | **Bank Mandate – Review**Efforts to revise the mandate were continuing. | **JH** |
| **21-273** | **Registration of Parish Council Property****Resolved:** Solicitors will be asked to give an indication of the level of fees likely to be incurred in the registration procedure. | **Clerk** |
| **21-274** | **Defibrillators – Update**The Parish Council’s preferred location for the Church Park/Chapel View defibrillator is at the western end of the boundary wall of 5 Church Park facing the path linking Chapel View and Church Park. Consent of the property owner to be confirmed and also the agreement of the North West Ambulance Service and Lancaster City Council. | **Clerk** |
| **21-275** | **Green Team** It was confirmed that the PC had applied to join Lancashire County Council’s Public Rights of Way local Delivery Scheme for 2021-22. The PC was aware that there was some concern that the summer growth of the understory at Trailholme Wood was encroaching onto the pathways. The PC will check the maintenance schedule.  | **Clerk** |
| **21-276** | **Grants and Donations**The Royal British Legion had made a request for a donation. The PC has in the past made donations to the RBL but will consider the request at the next PC meeting.There had also been a request from Victim Support for a donation. **Resolved:** Request declined.Overton Bowling Club is constructing an extension of the pavilion at the bowling green to provide toilet accommodation. The Club is funding the construction work but has asked the PC if it will purchase the sanitary ware estimated to cost £950 plus VAT. **Resolved:** The Parish council will purchase sanitary ware for the toilets up to a cost of £950 plus VAT. The secretary of Overton Bowling Club, Mr T Wingate, to act as the Parish Council’s agent in purchasing the sanitary ware.  | **Clerk** |
| **21-278** | **Grounds Maintenance**There was no action to report. |  |
| **21-279** | **Playground Inspection, maintenance and safety issues**Maintenance work to be carried out by Lancaster City Council has not yet started. A reminder will be issued.Materials for the repair of the roundabout have been purchased and the work will commence shortly. | **Clerk** |
| **21-280** | **Road Maintenance, Cleansing & Safety**Lancashire County Council will be asked to refresh the worn road markings at the Lancaster Road/Downeyfield Road junction and for an update on the programme for resurfacing of Pedder Grove.There was a need for a litter bin on Yenham Lane. The PC will ask the City Council to provide one. | **Clerk** |
| **21-281** | **Planning****Application No:** 20/01280/FUL**. Proposal:** Change of use of pub and hotel into ground floor micro-pub (Sui generis) with flat above (C3) and one dwelling (C3**). For:** Mr. S Goulding. **Site Address:** Globe Hotel, Main Street, Overton, Morecambe, LA3 3HG.**Resolved;** The Parish Council supports this application and will advise the planning authority accordingly. | **Clerk** |
| **21-282** | **Sunderland Point Road – warning signs**There was no report on this item. | **Clerk** |
| **21-283** | **Sunderland Point Toilets**The new lighting system had been installed. The internal and external light fittings are now all LED units operated by movement sensors.The Clerk requested authority to purchase cleaning materials at an estimated cost of £70 plus VAT.**Resolved:** The Clerk be authorised to purchase cleaning materials at an estimated cost of £70 plus VAT. | **Clerk** |
| **21-284** | **Website**It was reported that the website is operating satisfactorily. |  |
| **21-285** | **National Resilience Strategy – NALC consultation**The Cabinet Office has launched a call for evidence into its development of a National Resilience Strategy. NALC wishes to respond and would like to gather examples of resilience strategies from local councils to submit as part of its response.Resilience strategy forms part of two emergency plans covering the parish of Overton, Sunderland Point Emergency Plan and Overton Emergency Plan. The PC will respond to the consultation by giving brief account of these plans and their place in the overall strategy for the Lancaster district. | **Clerk** |
| **21-286** | **Accounts for Payment**1. **DGS Clarke –** Clerk’s salary for July 2021

 £209.08 PAYE tax £ 45.80 **Net Payment £183.28** Reimbursement of course fees, Cllr G. Webber  3rd June and 17th June 2021  £60.00 **Total £243.28**1. **HMRC –** PAYE tax **£45.80**
2. **Dennis Barnfield Ltd -** Repairs to strimmer

 £71.78 VAT £14.37 **Total £86.24**1. **John Christian –** Installation of new lighting at SP toilets. **Invoice not yet received**.
2. **North West Air Ambulance – Donation –** PC resolution 08/03/2021 p68 item 21-54

 **£200.00**1. **RNLI - Donation –** PC resolution 08/03/2021 p68 item 21-54 **£200.00**
2. **E.ON Next –** Electricity charges SP toilets 01/07/21 to 31/07/21 £25.87

 VAT £ 1.29 **Total £27.16**By direct debit on or around 17/08/21**Resolved;** Accounts be paid as presented, John Christian invoice to be paid on receipt provided cost estimate of £475 plus VAT is not exceeded.  | **Clerk** |
| **21-287** | **Correspondence**1. **15/07/2021 Lancashire Fire and Rescue Service –** draft Community Risk Management Plan – Consultation. **Noted; no observations**
2. **03/08/2021 The Queen’s Platinum Jubilee Beacons 2nd June 2022 –** Guide to Taking Part

**Resolved:** The PC will investigate the possibility of organizing a beacon..1. **08/08/21 Dawn Leach –** Provision of adult gym equipment. **Resolved:** Provision of adult gym equipment to be an item on 13th September 2021 meeting agenda.
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