**OVERTON PARISH COUNCIL**

**Meeting**

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

11th October 2021 at 7.00pm

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

 S Ayrey (Chair for part of meeting)

 D Edmondson

 S Bargh

 P Fleming

 G Webber

**Also Present:** D Clarke (Clerk) and 4 members of the public

**Apologies:** J Dean.

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

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| **Item No.** |  | **Action** |
| **21-313** | **Declarations of Interest**There were no declarations of interest. |  |
| **21-314** | **Dispensations**There were no requests for dispensation. |  |
| **21-315** | **Open Section for members of the public to speak**Rachel Simpson spoke about a Halloween event which she was planning to hold at the Ship Hotel to raise funds for Milly’s Smiles, a charity which works for children who have cancer. She asked the Parish Council for a donation to assist with the £850 estimated cost of staging the event.Dawn Leach reported that she was still gathering information on adult outdoor gym equipment which she hoped to be able to present to the PC at its next meeting. She also mentioned that she was having difficulty getting the highway authority to repair a displaced kerbstone outside her house.Brian Holmes and Philip Smith presented revised estimates of the cost of connecting the Mission Church at Sunderland Point to mains water. They also asked the PC for help in setting up a group of stakeholders to consider how to improve safety on the tidal causeway. The group could involve the SPCA, the highway authority, coast guards and the RNLI. | **Clerk** |
| **21-316** | **Minutes of the previous meeting**The minutes of the meeting of the Parish Council on Monday 13th September 2021 were received. **Resolved:** The minutes be approved as a true record for signature by the Chairman. | **Clerk** |
| **21-317** | **Matters arising from the minutes**There were no matters arising from the minutes. |  |
| **21-318** | **Meeting Dates in 2022**A schedule of suggested PC meeting dates in 2022 was presented to the council. The Memorial Hall had confirmed that the dates were available.**Resolved:** the schedule of meeting dates in 2022 be approved. |  |
| **21-319** | **Coronavirus – Contingency planning** There were no changes to current policy. |  |
| **21-320** | **New Clerk**There were no candidates for the post. |  |
| **21-321** | **Annual Estimates 2022-23**Estimates of income and expenditure for the financial year 2022-23 were presented to the Council.**Resolved:** The estimates for 2022-23 be approved as presented.  | **Clerk** |
| **21-322** | **Bank Mandate**Activation of the new mandate was in hand. | **JH** |
| **21-323** | **Registration of Parish Council Property**The PC was waiting for information from solicitors. | **Clerk** |
| **21-324** | **Defibrillators – Update**A site for the Church Park/Chapel View defibrillator had been agreed. The PC considered details of a Defibsafe heated outdoor defibrillator cabinet costing £495 plus VAT and a Cardiac Science Powerheart G5 fully automatic defibrillator costing £999.95 Plus VAT. Both items to be supplied by Zafety Supplies. **Resolved:** The Parish Council will purchase the specified defibrillator and cabinet from Zafety Supplies at a cost of £1494.95 plus VAT. | **Clerk** |
| **21-325** | **Green Team**A site meeting at Trailholme Wood is to be arranged. | **Clerk** |
| **21-326** | **Grants and Donations**Rachel Simpson asked the PC for a donation of £850 to help with the cost of setting up a Halloween event at the Ship Hotel in aid of Milly’s Smiles Charity which works on behalf of children who have cancer. The PC was concerned that the cost of the event might be disproportionate to the amount which could be raised for the charity and considered that a direct donation to the charity might be more appropriate.**Resolved:** The Parish Council will donate £100 to Milly’s Smiles.Brian Holmes and Philip Smith asked the PC if it would meet the cost of connecting a water supply to the Mission Church at Sunderland Point. They had obtained an estimate of £253.40 inclusive of VAT from United Utilities for part of the work and another from P&L Barton Ltd for £1850 Plus VAT for the trenching and pipework between the water main and the interior of the building.The PC asked for another estimate for comparison with that from P&L Barton. | **Clerk** |
| **21-327** | **Grounds Maintenance**There was no action to report. |  |
| **21-328** | **Playground Inspection, maintenance and safety issues**Maintenance work to be carried out by Lancaster City Council has not yet started. A further reminder will be issued. The City Council will be asked to adjust the Lancaster Road gate opposite the school which does not close properly. Fitting of new bearings to the roundabout is in hand, repairs will also be made to the safety matting. | **Clerk****JH** |
| **21-329** | **Road Maintenance, Cleansing & Safety**The highway authority will start cleaning the Sunderland Point tidal causeway during the week beginning 11 October.The highway authority will be asked to reset a loose kerbstone outside 7 Chapel Lane. | **Clerk** |
| **21-330** | **Planning****Application No:** 21/01157/FUL. **Proposal:** Demolition of existing single storey rearextension and erection of a replacement single storey rear extension, and erection of twostorey side extension with balcony to rear**. For:** Christian & Cych**. Site Address:** 12 Kevin Grove, Overton, LA3 3HA.**Resolved:** No objection to this application.**Application No:** 21/00765/FUL. **Proposal:** Creation of dropped kerb. **For:** Mrs Margaret Pennington. **Site Address:** 30 Lancaster Road, Overton, LA3 3EZ.**Resolved:** No objection to this application. | **Clerk** |
| **21-331** | **Sunderland Point Road – warning signs**The PC will investigate the possibility of involving the SPCA, highway authority, coast guards and RNLI in consultations aimed at devising ways of improving safety on the tidal causeway.The Sunderland Point Community Association had agreed to the erection of an additional sign to be fixed to the back of the present sign at the beach end of the causeway. The new sign would face traffic approaching Sunderland Point.**Resolved:** A quotation for the cost of the new sign to be obtained from Alpha Engravings. | **Clerk****JH** |
| **21-332** | **Sunderland Point Toilets**The new lighting system was operating satisfactorily. | **Clerk** |
| **21-333** | **Adult Gym Equipment**Information on appropriate equipment and its cost is being investigated. This item will be carried forward to the next PC meeting | **Clerk** |
| **21-334** | **Overton Flag**Work on an appropriate design is in progress. | **Clerk****GW****DE** |
| **21-335**  | **Website**The website is operating satisfactorily. | **GW** |
| **21-336** | **Internal Audit**The half year internal audit is due. Accounts and supporting information will be sent to the auditor shortly.  | **Clerk** |
| **21-337** | **Accounts for Payment**1. **DGS Clarke -** Clerk’s salary September 2021 £229.08

PAYE Tax £ 45.80 **Payment** **£183.28**1. **HM Revenue & Customs** – PAYE tax **£45.80**
2. **TEEC Limited –** Website domain fee £11.98

 VAT £ 2.40 Total £14.38 Hosting website fee£120.00VAT £ 24.00 Total £144.00 **Total payment £158.38**1. **Water Plus –** Water charges SP Toilets 13/6/21 to 30/9/21

 **£46.56**1. **PWLB –** Loan repayment by DD on 11/10/2021

 **£332.14**1. **E.ON Next –** Elec charges SP Toilets 01/9/21 to 01/10/21

 £ 25.16VAT £ 1.26 By DD on or around 19 October **Total £ 26.42**1. Milly’s Smiles Charity – Donation **£100.00**

**Resolved:** Accounts be paid as presented. | **Clerk** |
| **21-338** | **Correspondence**There was no correspondence to consider. |  |