**OVERTON PARISH COUNCIL**

**Meeting**

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

Monday 8th July 2024 at 7.00pm

**Parish Councillors Present:** J Higginson

S Ayrey

D Hamer

S Bargh

P Fleming

D Edmondson

**Also Present:** C Mashiter – Clerk

**Apologies Received:** J Dean

**Public** T Wingate - Overton Bowling Club

The meeting opened at 7.00pm

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| **24-072** | **Dispensations and Declarations of Interest** - None. |  |
| **24-073** | **Public Participation.**  Mr Wingate asked the Parish Council if they were able to give a donation towards the purchase of an aerator for the bowling club to improve several dry patches on the bowling green. Although a new machine would cost in the region of £7K but the club were prepared to purchase a second hand, reconditioned machine, if one became available. The latter option would probably be about £1500. Their total funds were not much more than this amount. The cost of hiring this equipment was £80 a day and it would be needed every 2 weeks throughout the season, so purchase was the preferable option. Mr Wingate left the meeting so that councillors could make a decision. After consideration of the costs that the Parish Council would have to incur during the year the unanimous decision was that no monies were available at this time. However that didn’t rule out another application being considered at a later date. This was intimated to Mr Wingate on his return to the meeting. A confirmation letter to be sent. | **Clerk** |
| **24-074** | **Reports from County Councillors -** None |  |
| **24-075** | **Minutes of Previous Meeting**  The minutes of the June meeting, previously circulated, were approved as a true record and signed by Cllr J Higginson – Chairman. |  |
| **24-076** | **Updates and Progress from Previous Meeting**  Public Footpath issues – Nothing to report. Decided to remove this from future agenda’s unless something was received from agencies involved.  Replacement of the cattle grid. The clerk had written to the Highways department enquiring if this work could be carried out in conjunction with the resurfacing of the Sunderland Point Road. There had not been a reply. Ongoing  S/Pt Toilet Block – Nothing had been received regarding the renewal of the lease.  John Christian Electricians have returned the keys for the toilet block but nothing has been received from them since their inspection. Ongoing  The refuse department had been contacted again, about a replacement waste bin outside S/Pt toilets and the resiting of one of the bins on the Globe Car Park. Someone would look into the situation.  Members of the Scout group have planted the boat and flower tubs in the village. Letter of thanks to be sent.  The highways department have not responded to the request to re-locate the speed signs on Middleton Road. Ongoing  Globe Car Park mowing. Mr Jay Goulding has no objections to the parish council taking back this work. Completed.  Mr Armer had secured the giggle gaggle gates with a chain. This however had given rise to members of the community complaining to parish councillors. The clerk requested that these people be asked to put their complaints in writing so that there was some evidence for future use if necessary. To be monitored.  The City Council Open Spaces Assessments had been completed by the clerk. No further action. | **Clerk**  **Clerk**  **Clerk**  **Clerk**  **Clerk**  **Clerk**  **Clerk** |
| **24-077** | **Governance**  Standing Orders still to be amended  PKF Littlejohn had confirmed our exemption from full audit. | **Clerk** |
| **24-078** | **Finance**  A link had been received to NALC regarding banking. The situation remains the same. The rules are dependent on what the parish council has in its Financial Orders. The clerk read out changes to banking procedures, received from Natwest. With these changes, the clerk as RFO, requested that we should now start to use a two person authorisation for on line payments in some situations. As these payments would have been authorised at the Parish Meeting, cheques would be issued if appropriate and in other circumstances the clerk as RFO would raise a payment on line and a second signatory would then be asked to authorise the payment before monies left the account. This system would need to have abank card and card reader to authorise the transaction. To be verified with the bank and appropriate actions to be taken and financial orders to be amended accordingly. Ongoing  The formal offer made to D.Edmondson, by Mr Jarvis for the mower had not been received. Ongoing | **Clerk**  **Clerk** |
| **24-079** | **Payments**  Clerk **272.80**  Salary 311.00  PAYE **-** 62.20  248.80  Vodafone 15.10  12.58  + 2.52 vat  Postage 8.90  HMRC **62.20**  **D/D’s** E-On Next – June **29.92**  28.50  + 1.42 vat  Water Plus **13.01**  E-On Next – July **30.83**  28.93  + 1.45 vat  **TOTAL PAYABLE £408.76** |  |
| **24-080** | **Training**  Non planned |  |
| **24-081** | **Planning**  24/00627/FUL –Erection of a single storey side and rear extension for Ms D Riding at 47, Lancastr Road, Overton. **No Comments**  24/00689/FUL – Erection of a single storey side and rear extension for Mr J Bennett at 49, Lancaster Road, Overton. **No Comments** | **Clerk**  **Clerk** |
| **24-081** | **Parish Matters**  **Play Park** - A price has not yet been received from Lancaster City Council for refurbishment work. S Shaw, will chase this up Ongoing  Ball Court – Prices had been received from Streetscape for £41,818 + vat and Playsound for £41,760 + vat . Wicksteed had written saying they were not going to be available until after July 17th The clerk to reply back saying thank you but that would be too late. Streetscape and Playsound quotations to be acknowledged. Streetscape to be asked for their information on funding. A loan was to be the last consideration  Following discussion relating to ground surfaces and height of fencing Phil Fleming suggested that the matter be placed on hold until suitable funding had been obtained to carry the work forward. The clerk to look for funding sources.  Hedges had been trimmed and the perimeter railings sides cut back by Jason Booth. Invoice received.  Mrs Tyrell’s fence still to be repaired.  Clarification had been received from Dave Clarke regarding play park inspection. ROSPA carry out an annual inspection under a long standing arrangement for which there is a charge. Lancaster City Council also carry out an inspection at no cost but report in the hope that they may be asked to carry out the work.  Kersey MeadowThe arrears now stand at £500, Mr Preston has not acknowledged the last letter relating to final conditions for vacating the land. Information to be obtained from horse rescue organisations regarding the removal of the ponies and BGS contacted with regard to legal proceedings being commenced. Ongoing  Prices to be obtained from contractors for ploughing, re-seeding and eradication of ragwort once the field is cleared. To be actioned when the field is clear. Ongoing  The ‘Overton Stone’ has been sourced and now it need to be transported to Blue Potts.  A redesigned Overton Flag had not been completed. The clerk to take this task on and proceed to quotation for production. Ongoing  Stagecoach had responded to the suggestion that they ask the council to commence gritting the route out of the village via Lancaster Road. This request was being passed to their operations department and they would reply on due course. Ongoing  We need treated wooden posts to replace those on the banking. Sam Bargh to get a price from his supplier for 30x4”  Ongoing.  An email regarding the repairs to the Sunderland Point road had been received from Bill Morris. Work to commence towards the end of July and continue into August. Ongoing  A request had been received for ‘Slow Down Children Playing’ signs to be placed near to the Lancaster Road development. JH to obtain and put on lamp standards. Ongoing  Trailholme Wood. The clerk had contacted Mr Huddleston regarding the tidying up of Trailholme Wood. He did not offer to carry out this work as he was too busy but had no objections to the Green Team undertaking the work so long as the wildlife habitat was not destroyed. It was decided that the dyke side hedging to be left wild but managed and this would stop abuse of the dyke. The roadside to be strimmed and tidied. A hedge to be planted, alongside the fence, which should have matured by the time the fence was no longer fit for purpose. Ongoing  The PROW application had been acknowledged. Some of these monies could be spent of Trailholme Wood work but there would need to be photographs of before and after together with appropriate invoicing. To be Monitored  Documentation requested for the Land Registry relating to Trailholme land had been sent to BGS. Ongoing | **Clerk**  **Clerk**  **Clerk**  **JH**  **Clerk**  **Clerk**  **DE**  **Clerk**  **Clerk**  **SB**  **JH**  **DE/PF**  **Clerk**  **Clerk** |
| **23-082** | **Corresepondence**  A report had been received from LCC/SLCC/LALC Partnership relating to Partnership Working. No action  An updated version of the Emergency Plan had been received from Mike McTague. Forwarded to councillors and for the website.  Latest copy of Clerks and Council Direct Magazine for information.  An invitation to councillors to attend the LALC Area Committee Meeting has been received. Apologies to be sent, no one available to go.  As there was no other business for discussion the meeting was closed at 9.15pm  **Date of Next Meeting, Monday 12th August 2024 at 7pm in the Supper Room, Overton Memorial Hall** | **JD**  **Clerk** |