**OVERTON PARISH COUNCIL**

**Meeting**

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

Monday 13th May 2024 at 7.15pm

**Parish Councillors Present:** J Higginson

 J Dean

S Ayrey

 D Hamer

 P Fleming

 D Edmondson

 S Bargh

**Also Present:** C Mashiter – Clerk

 3 Members of the Public

The meeting opened at 7.15pm

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| **24-047** | **Dispensations and Declarations of Interest** - None. |  |
| **24-048** | **Public Participation –** None |  |
| **24-050** | **Reports from County Councillors -** None |  |
| **24-051** | **Minutes of Previous Meeting** April meeting minutes, previously circulated, were approved as a true record and signed by Cllr Jaci Dean – Vice Chairman. |  |
| **24-052** | **Updates and Progress from Previous Meeting**Public Footpath issues – Nothing to reportReplacement of the cattle grid – OngoingHawthorn Hedge planting on Trailholme Road – Mr R Wison of Caton is going to quote for the work when he has priced for the plants. OngoingS/Pt Toilet Block – The report from Lancaster City Council following the condition inspection has been received. It highlights certain maintenance works to be carried out and a time scale for their completion. No decision has been made yet on the renewal of the lease. John Christian Electricians need keys to access the toilet block and cleaner’s cupboard to carry out the upgrade of the electrical installation. As the Parish council do not have a set of keys, the clerk has asked Mr Levey if he would have a set cut for us. OngoingNotification has been given to Janet Brokenshire regarding the type of products to be used. She has noted this. **Complete**Lancaster City Council have not yet relocated the bin on the Globe car park nor have they replaced the bin at Sunderland Point. OngoingThe scout leaders are willing to plant up the boat and 4 planters. Mark Pearson to be asked to supply the plants as required and bill the Parish Council. Ongoing | **Clerk****Clerk****Clerk****Clerk****Clerk****Clerk****Clerk** |
| **24-053** | **Governance -** Standing Orders still to be amending to include permission for the Parish Clerk to sanction emergency repairs, up to £1000 excluding vat, for major equipment eg. mowing machine. The Annual Accounts for 2023-24, audited by Mr D Leathem ACMA CGMA FloD were accepted and signed off by him. AGA R documentation was signed off by The Chairman and The Clerk ready to be sent to PKF Littlejohn. OngoingThere was nobody available to attend the LALC Area Meeting on May 22nd. Apologies to be sent.. | **Clerk****Clerk****Clerk** |
| **24-054** | **Finance** Nothing had been received from NALC/LALC later regarding card and online payments by the RFO. OngoingA spreadsheet to be created by the clerk to record payment details to HMRC for PAYE. OngoingThe clerk was authorised to pay renewal costs for the computer systems, due during June To be reclaimed next month- Ongoing The increase in the clerk’s salary, from April 2024 had been actioned. **Completed**The transfer of £5000 from the precept to the 35 day account had been actioned. **Completed**Mr D Clarke had offered the sum of £35 for a pair of stepladders, considered to be no longer required. This to be accepted and invoiced. Ongoing | **Clerk****Clerk****Clerk****Clerk** |
| **24-055** | **Payments** Clerk **272.80** Salary 311.00 PAYE **-** 62.20  248.80 Postage 8.90  Vodafone 5.10 12.58  + 2.52 vat  HMRC **62.20**LALC Membership **220.42**Dennis Barnfield **937.92**MowerRepair 781.60 + 156.32 vatThomas Graham **17.22** S/Pt toilet consumables 14.35 + 2.87vat DWL **332.14**Loan repayment, bowling green **TOTAL PAYABLE £1842.70**   | **Clerk** |
| **24-056** | **Training** Membership to SLCC renewal 1st July authorised. Ongoing | **Clerk** |
| **24-057** | **Planning**24/00391/FUL Demolition of existing conservatory and erection of a single storey rear extension at 11 Main Street Overton for Mr B Hargreaves **No Objections** 24/00138/FUL Amended plans submitted for the outbuilding on land adjacent to Annie’s Barn, Yenham Lane, Overton for Mr B Dobson. Noyed **No Objections** | **Clerk** |
| **24-058** | **Parish Matters**The official portrait of His Majesty, King Charles lll had been received. To be offered to the Memorial Hall Committee for display in the foyer. Ongoing**Play Park** - Steve Shaw from Lancaster City Council together with a colleague had inspected the areas of concern and highlighted the need to replace the climbing net on one piece of equipment and the necessity to remove and clean or replace the safety matting under some items. A price to be obtained by them.The re-modeling of the playpark, to include a ball court was further discussed and prices to obtained by the clerk for appropriate steel mesh fencing, floor covering and basket ball hoop. The overhead rotator to be removed /resited and and the Froggo bin to be movedBall Park to be put on next Agenda as an item.Damage to Mrs Tyrells fence by footballs to be repaired and sheep netting to be put on the playground side for protection. Signs Express had quoted £62.89 incl vat for a sign to indicate the new contact number. Accepted. Ongoing**Kersey Meadow.** A payments of £100 had been received leaving arrears of £500 but the land had not been vacated and the licence to graze had expired. The clerk had taken advice form BSG on this situation and the advice was to go to litigation. As ponies were involved the clerk had looked at The Control of Horses Act which suggested that we, the Parish Council, as land owners were now responsible for the welfare of the ponies and should post ‘fly-grazing’ notices on the field and/or nearby location(s). After 72 hours , the maximum notice period, the parish council could dispose of the horses as they see fit. It was decided that the clerk should send one last communication to Mr Preston highlighting the above information and ensuring that the communication be sent by the appropriate method to ensure that we could obtain evidence of the signature upon receipt of delivery. OngoingPrices to be obtained from contractors for ploughing, re-seeding and eradication of ragwort once the field is cleared. OngoingThe ‘Overton Stone’ was ongoing. Due to the recent amounts of rain it was not appropriate, at present, to transport the stone from its present location. OngoingA redesigned Overton Flag had not been completed. The clerk to take this task on and proceed to quotation for production. OngoingThe D Day commemorative flag to be flown from June 1st, thereafter the Pride flag to be flown.The subject of self maintaining beehives for Trailholme wood had been discussed with the local bee keeper, Mrs L Wilson who advised that these types of hive were not entirely self maintaining. The bees still had to be looked after. It was therefore decided that the parish council would not go ahead with. **Complete**There was still no communication from Stagecoach regarding bus activity. It was therefore suggested that the clerk approach them and ask if the route being taken out of the village could become part of a direct route to Lancaster and with their collaboration get the County Council to sand this route in winter. OngoingThe PCSO did not attend the meeting but it was noted that the only telephone number we should publish for contacting the police was 101 so that all calls could be logged and monitored. **Complete**Discussion took place regarding the lack of road width coming into and out of the village from Middleton Road for vehicles and pedestrians. There is a possibility that a footpath could be created the river side of the Armco barrier and possibly a reduction of the speed limit to 20 before you get to that section of road. The clerk to put this to the County Council for their observations. OngoingA resident of Pedder Road has asked if we can do anything about the state of the verges on the Globe Car Park. She had been informed that we no longer mow this area. Approach to be made to Mr Jay Goulding to see if we can take tis back for mowing. OngoingThe condition and status of the mowing machine was discussed. Whilst it is of an age when repairs are going to occur more frequently it is still in good working order. A reserve fund to be set up for the purchase of a replacement as and when the time comes. OngoingWe need treated wooden posts to replace those on the banking. Sam Bargh to get a price from his supplier for approximately 30. | **Clerk****Clerk****Clerk****Clerk****JH****Clerk****Clerk****Clerk****DE****Clerk****DE****Clerk****Clerk****Clerk****Clerk****SB** |
| **23-059** | **Corresepondence**A request from the Crafty Villagers for a display pn Blue Potts for D Dy was approved. Sam Bargh to assist with installations of appropriate posts.  **Complete**The memorial tree, a Rowan and a plaque in memory of the Gardner family was to be organised by the family. Notification of when this was to be done to be requested so that Daid Edmondson cold approved the site to allow for mowing. OngoingA request had been received for the siting of a mirror near to the stables on Middleton Road to give greater visibility in either direction. This to be passed to the County Council as it is a highways matter. OngoingNotification of the council weed spraying programme had been received. An email regarding the continued improvements to the Sunderland Point road had been received via Bill Morris from Phillippa Williamson of Lancashire County Council. The Parish Council would be kept informed as to the date of this meeting. It was suggested that the possibility of creating an escape route, from near the first bridge, to be considered at this time which would enable trapped motorists and/or pedestrians to leave the causeway in safety. OngoingCommunity Health Officer – Digital Directory of Services. We have nothing to add to this directory.Community Governance Degree Course. No reply as we do not have any businesses.Consultation on Lancater City Parking – No commentsClerks and Councils Direct magazine ongoing but the Local Councils Update has ceased. It can now be viewed on line if interested.There being no other business the meeting closed at 9.10pm**Date of Next Meeting, Monday 10th June 2024 at 7pm in the Supper Room, Overton Memorial Hall** | **SB****Clerk/DE****Clerk****Clerk****Clerk****Clerk****Clerk****Clerk** |