**OVERTON PARISH COUNCIL**

**Meeting**

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

Monday 14th October 2024 at 7.00pm

**Parish Councillors Present:** J Higginson

D Hamer

 S Bargh

 P Fleming J Dean

**Apologies Received:** D Edmondson

 S Ayrey

**Also Present:** C Mashiter – Clerk

The meeting opened at 7.00pm

|  |  |  |
| --- | --- | --- |
| **24-107** | **Dispensations and Declarations of Interest** There were no dispensations or declarations fo interest |  |
| **24-108** | **Public Participation.** A text message had been received from the Crafty Villagers asking if the bus shelter could be cleaned prior to the Christmas Topper being out up. The clerk had made enquiries of Aquabright, who carry their own water supply, and they had quoted £60 plus VAT for a one off clean all areas. .Ongoing | **Clerk** |
| **24-109** | **Reports from County Councillors –** None It was noted that Cllr Andrew Gardiner had visited the clerk and informed her that he was now back at work after illness.  |  |
| **24-110** | **Minutes of Previous Meeting** The minutes of the September meeting, previously circulated, were approved as a true record and signed by Cllr J Higginson – Chairman. |  |
| **24-111** | **Updates and Progress from Previous Meeting**The cattle grid had not been replaced. The clerk to progress this as the intimated date for fitting had now passed.The refuse bin at S/Pt toilets still not re-placed. OngoingThere had been no progress or correspondence regarding the request to move speed signs on Middleton Road.The clerk to progress this and included signs on Trailholme Road. Whilst there had been no further correspondence from Stagecoach regarding buses leaving the village for the depot it appeared that there was more use of Middelton Road. It was suggested that as it was nearing time to order for the salt bins could the council be requested to salt Lancaster Road as this was being used by buses.Sunderland Point Toilets, Trailholme Road, Kersey Meadow, the Play Park and the Overton stone all separate agenda items | **Clerk****Clerk****Clerk****Clerk** |
| **24-112** | **Governance** Standing Orders document signed. To go on the website.Finance Policy OngoingUpdated Inventory and Christmas Tree Risk Assessmentsigned. | **Clerk****Clerk** |
| **24-113** | **Finance** Bank Cards had now been activated.Microsoft maintenance payments now updated with card details.Another letter had been received from HMRC notifying of a credit on the PAYE account. Enquiries made again with the department had not made it clear how to cancel the aged incorrect information. If this aged record was submitted it would generate a late filing penalty together with interest for late filing. As the credit due amounted to £57 and the penalty plus interest was likely to be £200 it was decided that we would not accept the credit. The clerk to pursue the matter of correcting the account without incurring a penalty.A payment of £1548.56, from Lancaster City Council towards Sunderland Point toilets maintenance had been received.Annual donations were discussed. to RNLI, Air Ambulance It was proposed by J Dean and seconded by J Higginson that a £250 donation be made to RNLI and NWAA in recognition of their protection of Sunderland Point Residents and visitors.TECC should be notified that all correspondence must go to the Parish Council email address and the recorded editor of the website is J Dean not G Webber | **Clerk****Clerk****Clerk** |
| **24-114** | **Payments****Cheques** Clerk **263.90** Salary 311.00 PAYE **-** 62.20  248.80  Vodafone 15.10 12.58  + 2.52 vat  TECC **194.39** 161.99 + 32.40 vat John Christian Electrical Contractors **126.00**105.00 + 21.00 vat Northcote Solicitors **180.00** 150.00 + 30.00 vat Thomas Graham & Sons **105.07** 87.56 + 17.51 vat**On Line** HMRC -PAYE **62.20****Card Payment** Microsoft **59.99** 49.99 + 10.00 vat**D/Ds**  E-On Next  **31.52** 30.02 + 1.50 vat  PWLB **332.14** **TOTAL PAYABLE £1355.21** | **Clerk** |
| **24-115** | **Training** Non planned |  |
| **24-116** | **Planning**24/0170/TPO To fell, due to decline, and replace, one Sycamore tree at St Helen’s Vicarage, Chapel Lane Overton for Mr M Kellett. On objections | **Clerk** |
| **24-117** | **Parish Matters**Play Park - John Bargh has agreed to do the necessary welding to the slide. The frames to the swing do not need welding. He will liase with JH when it is to be done.City Council not responded to request for quote on other repairs. OngoingJH had received an estimate from Sam Griffiths for base work for a ball park. Materials and some labour amounting to £2,500 plus fuel. OngoingThe clerk to make preliminary enquiries with Lancaster City Council with regard to planning permission or permitted development rightsMrs Tyrell’s fence still to be repaired. OngoingConcern expressed regarding a tree leaning over Chapel Lane from a property on Church Park. A report to be made to the council.Kersey Meadow. The arrears stand at £800 on October 1st Klaudia Szatkowska, of Northcote Solicitors in Preston, has written a formal letter to Mr Preston - Pending Legal Action dated 24/09/2024 giving instructions to fix the fence, vacate the land to including taking the animals pay arears of £700 plus legal costs of £180 by 4pm on October 1st. None of this was complied with. To take the matter forward it was Proposed by J Dean to proceed to court action an amendment was tabled by J Higginson to write to Mr Preston one last time offering to write off half of the arrears if he complied with all the other conditions by the end of the month. Failing this we would instruct our solicitors to proceed with court action on November 1st. JH would personally deliver the letter to Mr Preston. There were more votes in favour of the amendment. The clerk was instructed to prepare a letter to be available by 10.15am for JH to deliver to Mr Preston personally.The ‘Overton Stone’ - Cllr. Edmondson will liase with Tony Holmes regarding an inscription and a price, in due courseOverton Flag OngoingTrailholme Wood. Plans on hold. OngoingA member of the Ordnance Survey Department has visited the three sites on Trailholme Road for the land registry but nothing further has been received. OngoingSunderland Point Toilets. An email had been received from Ann Wood confirming that the City Council is open to either renewing the lease with the Parish Council or transferring the toilets to them for a nominal sum thus allowing the Parish Council to apply for grant funding for improvements of the toilet facility. It was decided to investigate the costs that might be incurred in the immediate future regarding the septic tank replacement and possible installation of solar panels and look at funding available for so doing. With information to hand the option to purchase was agreeable for a sum of £1.  | **JH****Clerk****Clerk****JH****Clerk****Clerk/JH****DE****Clerk****Clerk** |
| **23-118** | **Correspondence**An email had been received requesting that the ‘Kittly Gate’ on the footpath to Hall Greaves be repaired. The bottom spar is broken. D Hamer offered to repair this.A temporary road closure notice had been received from Lancashire County Council for Main Street to allow for work on the telegraph pole on Monday 25th November. An email had been received about broken fencing around Trailholme Wood asking if this was the responsibility of the Parish Council or Mr Hargreaves. The repair was already on hand.A reminder had been received about the Parish and Town Council Conference on November 2nd. Places to booked. No councillors were available to attend. The clerk will attempt to book an online place,Gov.uk correspondence had been received from Easy Web Design. No action to be taken until we are obliged to do so.Parish and Town Council Charter working group invitation to join Teams on October 8th and 15th. No one available.Lancashire Warm Spaces grant scheme information. Not applicable to Overton Parish Council,Information to be passed to the Memorial Hall Committee. An email from ‘ruralevcharging co.uk’ regarding installation of electric vehicle charging point sites. No interestNorth West Net Zero Hub, Community Energy Fund for providing community energy projects. No interestA resident in the new builds on Lancaster road had emailed with concerns about white curb markings causing some confusion to drivers. Not considered a Parish Council matter as this is a managed estate.As there was no other business for discussion the meeting was closed at 8.50pm**Date of Next Meeting, Monday 11th November 2024 at 7pm in the Supper Room, Overton Memorial Hall** | **DH****Clerk****Clerk****Clerk****Clerk****Clerk****Clerk****Clerk** |