**OVERTON PARISH COUNCIL**

**Meeting**

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

13th June 2022 at 7.00pm

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

S Ayrey

J Dean

P Fleming

D Hamer

**Also Present:** D Clarke (Clerk) and 5 members of the public.

**Apologies:** S Bargh, D Edmondson

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

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| **Item No.** |  | **Action** |
| **22-133** | **Declarations of Interest**  There were no declarations of interest. |  |
| **22-134** | **Dispensations**  There were no requests for dispensation. |  |
| **22-135** | **Open Section for members of the public to speak**  Bill Morris, newly elected chairman of the Sunderland Point Community Association introduced himself to the parish council. Janie Hesketh Chair of the Sunderland Point Conservation Society also introduced herself to the PC. Members of the SP Conservation Society spoke about Planning Application No: 22/00284/FUL which proposes the installation of a sewage treatment plant at the Sunderland Point Heritage Centre. The SP Conservation Society opposes the Application and asked the parish council oppose it also. | **Clerk** |
| **22-136** | **Minutes of the previous meeting**  The minutes of the Overton parish Council meeting held on Monday 9th May 2022 were received.  **Resolved:** The minutes be approved as a true record for signature by the Chairman. | **Clerk** |
| **22-137** | **Matters arising from the minutes**  There were no matters arising from the minutes. |  |
| **22-138** | **Coronavirus – Contingency Planning**  There were no changes to current policy. |  |
| **22-139** | **New Clerk**  There were no applications for the post of clerk to the council. Mrs S. Smith offered to act as an unpaid understudy to the clerk. Mrs. Smith’s offer will be given formal consideration at the next OPC meeting. | **Clerk** |
| **22-140** | **Internal Audit – Year end 2021/2022**  The Internal Auditor’s report was presented to the council. The Internal Auditor stated that the accounts were found to be in order. He noted that the Risk Assessment was due to be reviewed at the OPC meeting on 9th May 2022.  The Risk Assessment was reviewed at the 9th May 2022 meeting. OPC Minutes 09/05/2022 page 127, Item 22-114  **Resolved:** The Internal Auditor’s report be accepted and approved. | **Clerk** |
| **22-141** | **AGAR 2021/22**   1. The Annual Internal Audit Report 2021/2022 was presented to the council. The Internal Auditor reported that the parish council had met all the required control objectives.   **Resolved:** The Annual Internal Audit Report be received, noted and approved.   1. The Annual Governance Statement 2021/22 was presented to the parish council   **Resolved:** The Annual Governance Statement 2021/22 was received, approved and signed by the Chairman of the meeting and the Clerk.   1. The Accounting Statements 2021/22, signed by the Clerk, were presented to the parish council.   **Resolved:** The Accounting Statements 2021/22 be received, approved and signed by the Chairman of the meeting. | **Clerk** |
| **22-142** | **Village Christmas Tree**  Information on a suitable tree and an estimate of cost to be available for consideration at the next OPC meeting. | **Clerk** |
| **22-143** | **Queen’s Platinum Jubilee Celebrations**  It was reported that jubilee celebrations had been successful. The parish council thanks all those who gave their time and support to the various events which took place during the extended weekend. | **Clerk** |
| **22-144** | **Lancaster Road Development – Section 106 update**  The PC will keep in touch with Middleton Parish Council regarding progress with Section 106 funded works. | **Clerk** |
| **22-145** | **Registration of Parish Council Property**  The PC’s solicitors have reported that their work on the registration of Kersey Meadow (the former football field) and the Scout Hut land at Blue Pots is complete. There may however be some delay before the Land Registry issues the registration documents, due to pressure of work.  The solicitor’s fee accounts have been received.  Registration of the Trailholme Road areas is in hand. | **Clerk** |
| **22-146** | **Defibrillators - Update**  It was noted that the defibrillator on the path linking Church Park and Chapel View is now operational but does not have paediatric pads. The paediatric pads in the St Helens Church defibrillator will go out of date on 28/09/2022. New paediatric pads are estimated to cost about £80 plus VAT per set.  The metal defibrillator cabinet at the Memorial Hall has suffered from corrosion and has developed a leak. Repair is unlikely to be worthwhile. A new cabinet made of a composite material is estimated to cost £500 plus VAT  **Resolved:** Paediatric pads for the Church Park/Chapel View and St Helens Church defibrillators be purchased at an estimated cost of £160 plus VAT and also a new cabinet for the Memorial Hall defibrillator at an estimated cost of £500 plus VAT. | **Clerk**  **Clerk** |
| **22-147** | **Green Team**  There was no report on this item. | **Clerk** |
| **22-148** | **Grants and Donations**  It was noted that the PC had received letters of thanks from the North West Air Ambulance Charity and the Royal National Lifeboat Institution for recent donations.  There were currently no requests for grants or donations. | **Clerk** |
| **22-149** | **Grounds Maintenance**  There was no report on this item. |  |
| **22-150** | **Playground Inspection, maintenance and Safety Issues**  Maintenance work on the gates to the playground was still outstanding. The City Council will be reminded. It was anticipated that the new bearing would be fitted to the roundabout in the next few days.  It was reported that Froggo’s litter box was being used to enable children to reach the overhead rotator. Froggo’s back panel will be refitted to prevent removal of the litter box. | **Clerk**  **JH**  **DE** |
| **22-151** | **Road Maintenance, Cleansing and Safety**  Lancashire County Council has been advised that the contents of the village’s four salt boxes have become waterlogged. County have confirmed that the boxes will be inspected in the Autumn and repaired and restocked as appropriate. |  |
| **22-152** | **Moss Lane – Definitive Map Modification Order**  Lancashire County Council has decided to make an order which will have the effect of upgrading the public footpath running from Middlepool Bridge to Downeyfield Road to a bridleway. The PC will be notified when the order is made and may, at that time, decide whether to object or not. | **Clerk** |
| **22-153** | **Planning**  **Application No:** 22/00284/FUL**. Proposal:** Installation of sewage treatment plant. **For:** Mission Heritage Centre Trust**. Site Address:** Sunderland Point Mission Heritage Centre, The Lane, Sunderland Point, Morecambe, LA3 3HS. **Grid Reference;** 342516,456018.  **Resolved:** No objection to this proposal. | **Clerk** |
| **22-154** | **Sunderland Point Road – Warning Signs**  There was no report on this item. | **Clerk** |
| **22-155** | **Sunderland Point Toilets**  It was reported that the fuse box for the incoming electricity main had been renewed. A fresh date for fitting a smart meter will be arranged. | **Clerk** |
| **22-156** | **Social Media Policy – review**  A review of the social media policy was considered. It was felt that in the light of recent offensive and threatening comment about the PC on Facebook the review should be postponed pending the development of a strategy to combat abusive comment on social media. | **Clerk** |
| **22-157** | **Overton Flag**  There was no report on this item. | **Clerk** |
| **22-158** | **Website.**  The website was operating satisfactorily.  It was noted that the PC’s website host, TEEC Ltd, was offering, to parish councillors, a course relating to website management. The course would last for one hour and cost £50 for up to 20 participants. OPC councillors are invited to apply for places on the course. Dates and further details to follow. | **Clerk**  **JD** |
| **22-159** | **Accounts for Payment**   1. **DGS Clarke** – Clerk’s salary March 2022   £229.08  PAYE tax £ 45.80  **Salary Payable £183.28**   1. **HMRC** – PAYE tax **£ 45.80** 2. **TW Jenkinson –** Internal Auditor’s fee   **£ 50.00**   1. **Water plus –** Water charges SP toilets   **£ 19.83**   1. **Dennis Barnfield -** Strimmer line   £ 24.98  VAT £ 5.00  **Sub total £29.98**  Repairs to mower£107.05  VAT £ 21.41  **Sub total £128.46**  **Total Payable £ 158.44**   1. **Blackhurst Swainson Goodier LLP –** Legal fees for registration of PC properties   Kersey Meadow £750.00  VAT £150.00  Sub total £900.00  Disbursements – ID check and Land Registry fees  £ 40.80  £940.80  Less money on account £325.00  **Sub total £ 615.80**  Scout Hut Land £750.00  VAT £150.00  Sub total £900.00  Disbursements – Land Registry fees  £ 36.00  £936.00  Less money on account £325.00  **Sub total** **£611.00**  **Total payable £1226.80**   1. **E.ON Next –** Electricity charges – SP toilets   01/05/22 to 31/05/22 £25.16 Payable by DD on oraround VAT £ 1.26  21/06/2022 **Total £ 26.42**   1. **J Higginson** – Reimbursement of expenses - Purchase of 2 sets of bearings for repair of roundabout at children’s playground.   2 invoices Totaling £530.80  VAT totaling £106.16  **Total £636.96**  **Resolved:** Accounts be paid as presented. | **Clerk** |
| **22-160** | **Correspondence**  There was no correspondence to consider other than that dealt with in the items above. |  |
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