**OVERTON PARISH COUNCIL**

**Meeting**

Minutes of the Meeting of Overton Parish Council held by electronic means on Monday

8th February 2021 at 7.00pm

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

S Ayrey

S Bargh

J Dean

D Edmondson

P Fleming

G Webber

**Also Present:** D Clarke (Clerk) S Ward (Clerk Elect)

**Apologies:** All Councillors present; no apologies.

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

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| Item No. |  | Action |
| **21-22** | **Declarations of Interest**  Mr, J Higginson declared an interest in Item 21-29 as the owner of property adjacent to the bowling green. |  |
| **21-23** | **Dispensations**  The Parish Council granted Mr Higginson dispensation to take part in the discussion of Item 21-29 as he had relevant knowledge of the subject. |  |
| **21-24** | **Minutes of the previous meeting**  The minutes of the meeting of the Parish Council on Monday 11th January 2021 were received and approved as a true record for signature by the Chairman. | **Clerk** |
| **21-25** | **Matters arising from the minutes**  There were no matters arising. |  |
| **21-26** | **Coronavirus -Contingency planning – Community Testing**  There was no further information on Community Testing | **Clerk** |
| **21-27** | **New Clerk**  **Resolved:** Mr. Shaun Ward be appointed Clerk to the Council with immediate effect at a salary of £3072.00 per annum based upon an hourly rate of £10.24 for 25 hours per month. Mr. Ward and the out-going clerk Mr. D Clarke to work as joint clerks for a handover period of 2 months. |  |
| **21-28** | **Bank Mandate – Review**  The bank mandate will be revised in accordance with the resolution made under Item 21-07 at the parish council meeting on 11 January 2021. | **Clerk** |
| **21-29** | **Registration of Parish Council Property**  **Resolved:** Action to be taken to register title to currently unregistered parish council property as follows:- Scout Hut land at Blue Pots, the football field (Kersey Meadow), Traiholme Wood and the two picnic areas in Trailholme Road. | **Clerk** |
| **21-30** | **Defibrillators – Update**  There was no report on this item. |  |
| **21-31** | **Green Team**  It was noted that some fencing repair has been carried out on the Bazil Point embankment although there is more to do. The Environment Agency has been asked to inspect the embankment for damage following the recent incident when cattle gained access to it.  It was reported that the parish council’s bench seat at the Globe carpark was in a dilapidated state and might be beyond economic repair.  **Resolved:** The seat to be inspected by JH and DE. If in their judgement repair would be impractical a new seat similar to those at the bus terminus and children’s playground will be purchased. | **JH**  **DE**  **Clerk** |
| **21-32** | **Grants and Donations**  There were no requests for grants or donations. |  |
| **21-33** | **Grounds Maintenance**  Lancaster City Council has been asked to quote for mowing and boxing off the playground grass and emptying the litter bins in 2021. Mowing of Blue Pots will not be covered by the quotation. | **Clerk** |
| **21-34** | **Playground Inspection and Safety Issues**  Lancaster City Council has been asked to quote for routine maintenance repairs to playground equipment.  It was reported that there were no safety issues arising from the condition of the equipment. | **JH Clerk** |
| **21-35** | **Road Maintenance, Cleansing & Safety**  Lancashire County Council has said that the gatepost and latch at the cattle grid is programmed for repair in the next 8 weeks. Resurfacing of Pedder Grove and other roads in that area is being considered for inclusion in a future programme but due to funding and priority considerations no decision has been taken. | **Clerk** |
| **21-36** | **Planning**  There were no planning applications to consider. | **Clerk** |
| **21-37** | **Lancaster Road Development -Street name**  No progress had been made with naming the accessroad to the Lancaster Road housing development scheme. | **Clerk** |
| **21-38** | **Sunderland Point Road – Illumination of warning signs**  The Sunderland Point Community Association will be asked to comment on the placing of an additional warning sign on the back of the existing sign so that it faces traffic approaching Sunderland Point. The new sign would have an illustration identical to that on the embankment at the Overton end of the causeway but with additional wording advising visitors to check Heysham tide times and warning that the sign itself can be covered twice a day by the tide. | **Clerk** |
| **21-39** | **Sunderland Point Toilets**  In view of the continuing Covid-19 emergency the toilets will remain closed. | **Clerk** |
| **21-40** | **Website**  The website is functioning satisfactorily. | **GW** |
| **21-41** | **Adult Fitness Equipment**  Included in the March and February agendas in 2020 was an item entitled Adult Fitness Equipment that was postponed without discussion.  The parish council is aware that there is some interest in the community for provision of adult fitness equipment but is not confident that this interest is strong enough to justify the expense of providing such equipment speculatively at this time. | **Clerk** |
| **21-42** | **Accounts for Payment**  **DGS Clarke -** Clerk’s salary January 2021  £229.08  PAYE tax £ 45.80  **Salary payable £183.28**  **HMRC –** PAYE tax  **£45.80**  **E.ON Next -** Elec charges SP Toilets 01/01/2021 to 31/01/2021 £17.45  VAT £ 0.87  **Payable by DD on 9 Feb 2021 £18.32**  **Parish & Town Training, Lancashire**  Fee for training course on 25/03/2021 to be attended by G K Webber **£25.00**  **Resolved:** Accounts be paid as presented. | **Clerk** |
| **21-43** | **Correspondence**   1. **LALC –** Schedule of workshop dates for 2021. |  |
| **21-44** | **Date of next meeting**  **Resolved:** The date of the next meeting will be Monday 8th March 2021. The meeting will commence at 7.00 pm and will be held by electronic means. | **Clerk** |