**OVERTON PARISH COUNCIL**

**Meeting**

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

8th March 2021 at 7.00pm

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

S Bargh

J Dean

D Edmondson

P Fleming

G Webber

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

**Apologies:** S Ayrey.

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

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| Item No. |  | Action |
| **21-45** | **Declarations of Interest**  There were no declarations of interest. |  |
| **21-46** | **Dispensations**  There were no requests for dispensation. |  |
| **21-47** | **Minutes of the previous meeting**  The minutes of the meeting of the Parish Council on Monday 8th February 2021 were received and approved as a true record for signature by the Chairman. | **Clerk** |
| **21-48** | **Matters arising from the minutes**  There were no matters arising. |  |
| **21-49** | **Coronavirus -Contingency planning**  There was no report on this item. |  |
| **21-50** | **Bank Mandate – Review**  Completion of the change of mandate form is in process. | **JH**  **Clerk** |
| **21-51** | **Registration of Parish Council Property**  A Land Registry questionnaire on the registration of PC property had been completed and returned.  Procedure for registration was being researched. | **Clerk** |
| **21-52** | **Defibrillators – Update**  There was no report on this item. | **Clerk** |
| **21-53** | **Green Team**  The parish council had been asked if a teenage resident of the village who is taking part in the Duke of Edinburgh Award scheme could, as a volunteer, help with Green Team work. The PC will see what can be arranged.  A new picnic table for Trailholme Road and a new bench seat to replace the one at the Globe carpark had been delivered. | **DE**  **GW**  **Clerk** |
| **21-54** | **Grants and Donations**  The Bowland Pennine Mountain Rescue Team and the Marie Curie Charity had both approached the parish council requesting donations.  The PC had previously received requests from Bowland PMRT which had been declined.  It was noted that the PC had donated £200 to the Marie Curie Charity in the current financial year.  It was noted that the PC makes an annual donation of £50 to the North West Air Ambulance Charity but does not make regular donations to the Royal National Lifeboat Institution. In view of the relevance of both these charities to the rural and maritime nature of the parish, the parish council was of the opinion that the matter of donations to NWAA and RNLI should be reviewed.  **Resolved:** The requests from Bowland Pennine Mountain Rescue Team and Marie Curie Charity be declined.  The parish council will increase the annual donation to the North West Air Ambulance Charity from £50 to £200 and will make annual donations of £200 to the Royal National Lifeboat Institution. The first payment, in both cases to be made at the May 2021 meeting of the parish council. | **Clerk** |
| **21-55** | **Grounds Maintenance**  There was no report on this item. |  |
| **21-56** | **Playground Inspection and Safety Issues**  City council representatives had inspected playground equipment and would provide a quote for making necessary repairs.  Minor repair would be made to the safety surface at the roundabout. | **Clerk**  **JH** |
| **21-57** | **Road Maintenance, Cleansing & Safety**  There was concern that the increase in the number of vehicles parked in Main Street and the deterioration in the condition and visibility of road markings could increase the risk of accidents particularly at the Overton Manor corner.  The PC will ask the county council to renew the road markings and give an update on progress towards resurfacing of Pedder Road. | **Clerk** |
| **21-58** | **Planning**  There were no planning applications to consider. |  |
| **21-59** | **Lancaster Road Development -Street name**  No progress had been made with naming the access road to the Lancaster Road housing development scheme. | **Clerk** |
| **21-60** | **Sunderland Point Road – Illumination of warning signs**  The Sunderland Point Community Association had been asked for comment on the proposal for an additional warning sign. | **Clerk** |
| **21-61** | **Sunderland Point Toilets**  In view of the continuing Covid-19 emergency the toilets will remain closed. | **Clerk** |
| **21-62** | **Website – Computer Security**  In order to manage the interactive bank mandate form it had been necessary to allow ‘Adobe’ to access the PC’s email account. This was unlikely to cause any security problems. | **Clerk** |
| **21-63** | **Accounts for Payment**  **DGS Clarke** – clerk’s salary Feb 2021 £229.08  PAYE tax £ 45.80  **Payment £183.28**  **SD Ward** – clerk’s salary Feb 2021 – 18hrs @ £10.24  £192.00  PAYE tax £ 38.40  **Payment £153.60**  **E.ON Next** – Elec charges at SP toilets01/02/21 to 28/02/21 – by direct debit on or soon after 11/03/2021  £17.24  VAT £ 0.86  **Total £18.10**  **Lancashire Association of Local Councils**  Annual Subscription - **£220.97**  **Overton Emergency Plan** - reimbursement ofinsurance premium 2020/21 **£138.32**  **Glasdon UK Ltd** – Supply of picnic table and bench seat  Goods received but invoice not yet available.  £1184.56  VAT £ 236.92  **Total £1421.48**  **Resolved:** Accounts be paid as presented. Glasdon UK Ltd invoice to be paid on receipt. | **Clerk** |
| **21-64** | **Correspondence**   1. 12/02/2021 – Consultation on Ministry of Housing Communities and Local Government proposed Model Design Code. – response deadline 12 March 2021. **Resolved:** No observations. 2. 16/02/2021 LALC – consultation on Right to Regenerate – response deadline 13/03/2021. **Resolved:** No observations. 3. 01/03/2021 LALC – Training survey – Response deadline 16/04/2021. **Resolved:** GKW to respond following course attendance. 4. 05/03/2021 Lancaster City Council Chief Executive – consultation on Local Government reorganisation. To be considered at 12 April 2021 PC meeting. | **GKW**  **Clerk** |
| **21-65** | **Date of next meeting**  **Resolved:** The date of the next meeting will be Monday 12th April 2021. The meeting will commence at 7.00 pm and will be held by electronic means. | **Clerk** |
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