**OVERTON PARISH COUNCIL**

**Meeting**

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

13th December 2021 at 7.00pm

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

D Edmondson

P Fleming

S Bargh

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

**Apologies:** S Ayrey, J Dean.

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

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| **Item No.** |  | **Action** |
| **21-364** | **Declarations of Interest**  There were no declarations of interest. |  |
| **21-365** | **Dispensations**  There were no requests for dispensation. |  |
| **21-366** | **Open Section for members of the public to speak**  A delegation of supporters of a village Christmas tree attended the meeting. Margaret Brown urged the PC to help with the provision of a tree for next Christmas and for it to become an annual event. Margaret distributed some written information about types, sizes and costs of trees, sources of electrical power, location and other aspects of the project.  The PC is aware that a village Christmas tree has strong support in the community and will give the proposal formal consideration. | **Clerk** |
| **21-367** | **Minutes of the previous meeting**  The minutes of the meeting of the Parish Council on Monday 8th November 2021 were received.  **Resolved:** The minutes be approved as a true record for signature by the Chairman. | **Clerk** |
| **21-368** | **Matters arising from the minutes**  There were no matters arising from the minutes. |  |
| **21-369** | **Coronavirus – Contingency planning**  There were no changes to current policy |  |
| **21-370** | **New Clerk**  There were no candidates for the post. | **Clerk** |
| **21-371** | **Village Christmas Tree**  The PC notes that there is significant support in the community for a Christmas tree to be displayed every year at a suitable location in the village. Basic information about the types of trees which might be suitable, the estimated cost and possible solutions to the problem of a power supply has been provided by supporters of the idea. If the project is adopted planning and procurement should be completed by September 2022.  **Resloved:** The PC will investigate the feasibility of providing a village Christmas tree. | **Clerk**  **JH**  **DE**  **GW** |
| **21-372** | **Bank Mandate - Review**  The review is in hand. | **Clerk** |
| **21-373** | **Registration of Parish Council Property**  Solicitors have quoted a price of £1800 plus VAT and disbursements for arranging the registration of currently unregistered PC land. The cost of disbursements is difficult to estimate but the Clerk suggested an additional 10% to 15% plus VAT.  **Resolved:** The Parish Council will instruct BSG Solicitors to proceed with the registration of the land. | **JH** |
| **21-374** | **Defibrillators – Update**  An order had been placed with Zafety Supplies Ltd for a defibrillator and cabinet for the Chapel View/Church Park location but the suppliers had advised that there was a delay in obtaining deliveries from manufacturers and it was not possible to put a date on delivery to the PC.  **Resolved:** The PC will confirm the order with Zafety Supplies Ltd and will make a payment of £1793.94 inclusive of VAT to Zafety Supplies Ltd in advance of delivery. | **Clerk** |
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| **21-375** | **Green Team**  It was noted that the PC had received £500 from Lancashire County Council for the Public Rights of Way Local Delivery Scheme 2021-22.  **Resolved:** D Edmondson be authorised to purchase a sheet of Perspex for the Christmas nativity display at an estimated cost of £30 plus VAT. | **Clerk** |
| **21-376** | **Grants and Donations**  There had been a request from a group of local residents for a grant towards the cost of providing a village Christmas Tree. In view of the resolution in Item 21-371 this matter will form part of future discussions regarding the provision of a Christmas tree. | **Clerk** |
| **21-377** | **Grounds Maintenance**  The City Council will be asked for an update on the contract for emptying the bins and grass cutting at the playground. | **Clerk** |
| **21-378** | **Playground Inspection, maintenance and safety issues**  Maintenance work by Lancaster City Council not yet started.  City will be asked for and update.  Replacement of bearing to the roundabout has been postponed due to weather conditions. | **Clerk**  **JH** |
| **21-379** | **Road Maintenance, Cleansing & Safety**  County Highways have resurfaced the roads and provided new markings in the Pedder area. County will be reminded that the road markings in other parts of the village have not been refreshed. It has been reported that surface water runoff in the area in front of Overton Hall on Main Street is percolating under the road surface and may be doing some damage. County Highways will be informed. | **Clerk** |
| **21-380** | **Planning**  **Application No: 21/01081/FUL.** **Proposal**: Erection of four holiday cottages (C3) with associated access, parking and landscaping, erection of detached communal outbuilding and erection of a bin/bike store. **For:** Mr & Mrs Williams. **Site** **Address**:Land North of Manor Farm, Chapel Lane, Overton. **Grid Reference:** 343788, 458082.  **Resolved:** The PC has some reservations about increasing traffic in Chapel Lane but will not object to this application.  **Application No:** **21/01157/FUL.** **Proposal:** Demolition of existing single storey extension and erection of a replacement single storey rear extension, construction of a raised patio area and erection of two storey side extension with balcony to rear. **For:** Christian & Cych. **Site Address:** 12 Kevin Grove, Overton, LA3 3HA.  The time limit for comment on this application expired before the PC meeting date. The planning authority was unable to extend the time limit therefore the PC will make no comment on the application.  **Application No**: **21/01212/FUL.** **Proposal:** Erection of a dwelling with a detached garage and associated access. **For:** Mr & Mrs Armer. **Site Address:** Land East of Annie’s Barn, Yenham Lane, Overton. **Grid Reference:** 343835,548031.  **Resolved:** The Parish Council objects to this application as it will increase traffic on Chapel Lane.  **Application No:** **21/01288/FUL.** **Proposal:** demolition of existing dormer extension to the side, construction of a dormer extension to the front and rear elevations, and construction of a hip to gable roof extension. **For:** Mr & Mrs Hargreaves. **Site Address:** 20 Middleton Road, Overton, LA3 3HB.  **Resolved:** The Parish Council has no objection to this application. | **Clerk** |
| **21-381** | **Year Planner – Review**  A draft year planner for 2022 was presented to the PC.  **Resolved:** The year planner be adopted as presented. | **Clerk** |
| **21-382** | **Sunderland Point Road – warning signs**  The new warning sign has been erected and the existing sign which was damaged by the tide has been removed. A replacement for the damaged sign is under consideration. | **Clerk** |
| **21-383** | **Sunderland Point Toilets**  **Resolved;** The clerkbe authorised topurchase consumables and cleaning materials at an estimated cost of approximately £60.00 plus VAT and a hydraulic door closer for the entrance door to the gent’s toilets at an estimated cost of £40.00 plus VAT. | **Clerk** |
| **21-384** | **Overton Flag**  Design work in hand. | **GW**  **DE** |
| **21-385** | **Website**  There was no report on this item. | **GW** |
| **21-386** | **Accounts for Payment**   1. **DGS Clarke -** Clerk’s salary October 2021 £229.08   PAYE Tax £ 45.80  **Payment** **£183.28**  **02.HM Revenue & Customs** – PAYE tax **£45.80**  **03. Alpha Engraving Ltd** Tidal warning sign **184.94**  **VAT 36.99**  **Total 221.93**  **04. Water Plus** Water charges SP toilets **17.93**  **05. E.ON Next –** Elec charges SP toilets Nov 2021  £23.72  VAT £ 1.19  Payable by DD on or about 16/12/21 **Total £24.91**  **Resolved:** Accounts be paid as presented. | **Clerk** |
| **21-387** | **Correspondence**  All correspondence has been dealt with under the appropriate items on the agenda. | **Clerk** |
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