**OVERTON PARISH COUNCIL**

**Meeting**

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

14th March 2022 at 7.00pm

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

S Ayrey

J Dean

**Also Present:** D Clarke (Clerk) and 7 members of the public.

**Apologies:** P Fleming, D Edmondson, S Bargh, Mrs M Brown.

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

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| **Item No.** |  | **Action** |
| **22-48** | **Declarations of Interest**  There were no declarations of interest. |  |
| **22-49** | **Dispensations**  There were no requests for dispensation. |  |
| **22-50** | **Open Section for members of the public to speak**  Lynne Molloy said that St Helen’s School had kindly agreed to make accommodation at the school available for a village meeting on Monday 28th March at 7.00pm to discuss plans for the Queen’s Platinum Jubilee Celebrations. Publicity notices were being distributed. Lynne also asked if the PC would ask the dog warden to attend a PC meeting to discus problems with dogs in the village. The PC will issue an invitation to the dog warden.  David Gorry showed camera equipment which he had been developing for use as a deterrent at fly tipping hot spots. The equipment can continuously monitor site activity and return real-time visual information to remote monitors. The PC has no sites where the equipment could be trialled but will put Mr Gorry in touch with Lancashire County Council highway engineers who may be interested in surveillance on local laybys.  Mr. Gorry asked about Openreach’s programme for bringing Full Fibre Broadband to Overton. Lynne Molloy said that she had a contact who might be able to provide some information on this.  Peter Armer spoke in support of his and Mrs. Armer’s planning application No. 21/01212/FUL for the erection of a detached dwelling on land east of Annie’s Barn in Yenham Lane. He mentioned that the Local Plan designated 2.3 acres of land to the rear of Manor House for local housing provision. Mr. and Mrs. Armer had gone to considerable trouble and expense in the hope of making their proposal acceptable to the planning authority.  The meeting was attended by representatives of Middleton Parish Council who were interested in the agenda item on the Lancaster Road Section 106 Community infrastructure Levy. Middleton has been offered funding from the levy to help with improvements the football field at Middleton. The funds could have gone to Overton if it had been able to use them for a qualifying purpose. It is important that the two parish councils come to some mutually acceptable agreement on the use of the funds. The Middleton councillors gave details of a contact at Lancaster City Council who could be consulted about the levy. | **Clerk** |
| **22-51** | **Minutes of the previous meeting**  The minutes of the meeting of the Parish Council on Monday 14th February 2022 were received.  **Resolved:** The minutes be approved as a true record for signature by the Chairman. | **Clerk** |
| **22-52** | **Matters arising from the minutes**  There were no matters arising from the minutes. |  |
| **22-53** | **Coronavirus – Contingency planning**  There were no changes to current policy |  |
| **22-54** | **New Clerk**  There were no candidates for the post. | **Clerk** |
| **22-55** | **Village Christmas Tree**  The tree will be on Blue Pots in a location to be decided. The parish council will investigate sources for the supply of decorations and lighting. Lighting will be battery powered. | **Clerk**  **JH**  **DE** |
| **22-56** | **Queen’s Platinum Jubilee Celebrations**  There will be a village meeting on Monday 28th March at 7.00pm in Overton St Helen’s C of E School to discuss plans for the celebrations. |  |
| **22-57** | **Lancaster Road Development – Section 106 update**  Overton is entitled to a portion of the Community Infrastructure Levy which was raised by Lancaster City Council on the new housing development on Lancaster Road. At the time when the development was started Overton did not have any projects which could have benefited from the levy and the City Council decided that the funding should be diverted to Middleton PC for the improvement of their football field because Overton and Middleton and the surrounding area is deficient in outdoor recreational facilities. The sum involved is in excess of £40000 and, whilst the PC is aware that investment in facilities in Middleton will also benefit Overton it is investigating the possibility of reallocating the fund to more directly benefit Overton. | **Clerk** |
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| **22-58** | **Bank Mandate Review**  The review has been completed and the new mandate is operative, | **JH**  **DE** |
| **22-59** | **Registration of Parish Council Property**  The solicitor has requested an advance on fees of £1175.00.  **Resolved:** The Parish Council will pay an advance on solicitor’s fees of £1175.00 | **Clerk** |
| **22-60** | **Defibrillators – Update**  The defibrillator and cabinet for Church Park/Chapel View have been delivered. Arrangements for installation of the cabinet are in hand.  New adult pads for the Memorial Hall defibrillator are on order but due to production delays delivery may not be until the end of May 2022. | **Clerk** |
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| **22-61** | **Green Team**  There was no report on this item. | **Clerk** |
| **22-62** | **Grants and Donations**  The Trustees of Sunderland Point Mission Heritage Centre have submitted an invoice from United Utilities for £252.40 for the connection of a mains water supply to the Mission building. The PC has previously agreed to pay for the connection. PC minutes 08/11/2021 item No. 21-352.  **Resolved:** The invoice for £252.40 form United Utilities be paid. | **Clerk** |
| **22-63** | **Grounds Maintenance**  The PC has accepted Lancaster City Council’s quote of £351.23 plus VAT for mowing the children’s playground and emptying the playground litter bins in 2022-2023. | **Clerk** |
| **22-64** | **Playground Inspection, maintenance and safety issues**  Ground conditions continue to prevent replacement of the roundabout main bearing.  Maintenance work by City Council is has not yet been carried out. A reminder will be sent. | **Clerk**  **JH** |
| **22-65** | **Road Maintenance, Cleansing & Safety**  Lancashire County Council has not yet refreshed the worn road markings at various junctions in the village. A reminder has been issued.  A damaged kerb on Lancaster Road just beyond Kevin Grove will be reported to the highway authority. | **Clerk** |
| **22-66** | **Planning**  **Application No:** 21/01342/FUL**. Proposal:** Conversion of rear garage to ensuite bedroom, erection of a fence and gate to the front elevation and creation of a front parking area. **For:** Mr. & Mrs. Fletcher**. Site Address:** Bee Farm Barn, Chapel Lane, Overton. LA3 3HU. **Grid Reference:** 343804 458028.  **Resolved:** The PC will not object to the conversion of the garage into a bedroom but will object to the creation of parking space at the front of the building on the grounds that it will detract from the streetscape in this section of the conservation area.  **Application No:**21/01212/FUL. **Proposal:** Erection of a dwelling and associated access. **For:** Mr. & Mrs. Armer. **Site Address:** Land East of Annie’s Barn, Yenham Lane, Overton, Lancs.  **Resolved:** The PC will object to this proposal on the grounds that the development would increase traffic in this hazardous section of Chapel Lane.  **Application No:** 21/01588/LB. **Proposal:** Listed Building application for internal alterations to provide kitchen and WCs including new treatment plant, reset floor levels, works to the ceiling, insulation, new partition doors, architraves, skirting and relocation of wall panel. **For:** Mission Heritage Centre Trust. **Site Address:** Sunderland Point Mission Heritage Centre, The Lane, Sunderland Point, Morecambe, LA3 3HS. **Grid Reference:** 342516, 456018.  **Resolved:** The PC has no objection to this proposal.  **Application No:** 22/00170/FUL. **Proposal:** Erection of a two storey extension to the rear elevation and construction of a raised terrace and steps with associated timber screen. **For:** Mr. & Mrs. Smith.  **Site Address:** 20 Lancaster Road, Overton, LA3 3EZ. **Grid Reference:** 343749,458225.  **Resolved:** The PC has no objection to this proposal. | **Clerk** |
| **22-67** | **Neighbourhood Planning**  The PC has been asked to consider the possibility of preparing a neighbourhood plan for the village.  Preparation of a neighbourhood plan is a significant undertaking which will require professional assistance and incur costs, although grants may be available to help. Before embarking on such a project the PC needs to be sure that there is sufficient support in the community to justify proceeding.  Residents of Overton are invited to let the PC know their views on this matter. [overtonpc@gmail.com](mailto:overtonpc@gmail.com) | **Clerk** |
| **22-68** | **Sunderland Point Road – warning signs**  There was no report on this item. | **Clerk** |
| **22-69** | **Sunderland Point Toilets**  A smart meter will be installed on Wednesday 13th April 2022. | **Clerk** |
| **22-70** | **Overton Flag**  There was no report on this item. | **DE** |
| **22-71** | **Website**  With the resignation from the Parish Council of Mr G K Webber it will be necessary to find a new website operator. J Dean offered to take on this task.  **Resolved:** The Parish Council gratefully accepts Jaci Dean’s offer to take on the management of the website. |  |
| **22-72** | **Accounts for Payment**   1. **DGS Clarke -** Clerk’s salary February 2022   £229.08  PAYE Tax £ 45.80  **Net salary** **£ 183.28**   1. **HMRC –** PAYE tax **£45.80** 2. **BSG Solicitors -** Advance fee for registration of PC properties.   **£1175.00**   1. **United Utilities –** Mains water connection charge SP Mission Heritage Centre PC minutes 08/11/2021 Item No 21-352**.**   £131.00  VAT£121.40  **Total £252.40**   1. **E.ON Next –** Elec charges SP Toilets Feb 2022   £20.20  Payable by DD on or around 16/03/2022 VAT £ 1.11  **Total £23.31**    **Resolved:** Accounts be paid as presented. | **Clerk** |
| **22-73** | **Correspondence**   1. **03/03/2022 David Gorry** – Fly tipping counter measures. 2. **10/03/2022 Lancaster City Council** – Welcome Back Fund – Planters. – The PC has ordered 4 planters, ready planted with seasonal blooms to be supplied by the Welcome Back Fund to be placed at suitable locations in the village. | **Clerk** |
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