

## OVERTON PARISH COUNCIL

### Meeting

Minutes of the Meeting of Overton Parish Council held in Overton Memorial Hall on  
Monday  
13<sup>th</sup> March 2023 at 7.00pm

**Parish Councillors Present:** J Higginson  
S Ayrey  
J Dean  
P Fleming  
D Hamer

**Also Present:** C Mashiter Clerk

**Apologies:** D Edmondson, S Bargh

The Chairman welcomed those in attendance and opened the meeting at 7pm

Item No.		Action
23-50	<b>Declarations of Interest</b> Jaci Dean declared an interest in the application for funding from the Memorial Hall committee	
23-51	<b>Dispensations</b> There were no requests for dispensation.	
23-52	<b>Open Section for members of the public to speak</b> There was a request that the Parish Council consider a Standing Order for Life Affecting Situations. This was accepted for debate under Defibrillators	
23-53	<b>Minutes of the previous meeting</b> The minutes of the meeting of Overton Parish Council on Monday 13 <sup>th</sup> February 2023 were received and approved for signature by the Chairman	
23-54	<b>Matters arising from the minutes</b> There were no matters arising from the minutes.	

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**J.Higginson Chairman**



23-55	<p><b>Village Christmas Tree</b> The Christmas Tree has been removed John Christian electricians have spoken with J Higginson and an outdoor socket is to be fitted to the left of the main entrance and an internal isolator at the Scout Hut.</p> <p>Time 4 Nursery have not replied to previous correspondence. On going.</p>	Clerk
23-56	<p><b>Lancaster Road Development – Section 106 Update</b> Reply received from Shaun Ward, Clerk of Middleton PC. Middleton Parish Council have not received any funds but the football club received a large amount of money match funded by a Grant from the FA, This was approved by the City Council The road marking on Lancaster Road will be funded from this pot of money</p>	
23-57	<p><b>Registration of Parish Council Property</b> This is ongoing. The delay is with the monitoring authority</p>	Clerk
23-58	<p><b>Pensions Regulator</b> Automatic re registration has been completed and acknowledged</p>	
23-59	<p><b>Defibrillators - Update</b> All three Overton Parish Council Defibrillators are Emergency Ready. The Circuit have been notified of the new clerk details and have registered Dave Clerk as the contact for the Church Park defibrillator. Accepted for discussion from the floor – Emergency Funding. The Globe Car Park Defib has been out of commission for a month awaiting funding from the public purse. If there was a Standing Order in place, the Chair of the Parish Council could, in a potential life threatening emergency call a meeting for the sole purpose of releasing the needed funds with immediate effect. This could be done by email if necessary so long as there was a quorum of councillors in agreement. As at present the Memorial Hall Defibrillator was not monitored by a member of the Parish Council it was agreed that Miss Mitchell be notified in writing, that the Parish Council would take over the responsibility for checking this machine with effect from Monday March 27<sup>th</sup> 2023 and the responsibility will be taken over by Cllr. Dave Hamer. The Circuit also to be notified of this action.</p>	Clerk

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<b>23-60</b>	<p><b>Green Team</b> Glasdon will deliver the bench week commencing March 20<sup>th</sup>. A pro forma invoice to acquired and paid in this financial year.</p> <p>Fairy Houses and Bird Boxes in Trailholme wood have all been vandalised. The debris needs to be removed by us as the ground belongs to the Parish Council. It was suggested and accepted that the Scout Group be asked to undertake this clean up as a community project and a donation would be made to them for this No decision was taken over replacements</p> <p>Dave Hamer suggested that the availability of funding from Banks Community Fund be looked at with a view to replacing the mower before it starts to need more expensive servicing and repair. He would look into this</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>DH</b></p>
<b>23-61</b>	<p><b>Grants and Donations</b> An application had been received for funding from Overton Memorial Hall Treasurer, Mr A Kenney £150 requested towards the Coronation Celebrations in the hall <b>AGREED</b></p> <p>Funding for the Emergency Team's Insurance of £137.80 had been received from Mr M McTague <b>AGREED</b></p> <p>The application for funding for a new battery in the Globe defibrillator was withdrawn.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>23-62</b>	<p><b>Grounds Maintenance.</b> The lease/licence for Kersey Meadow is due for renewal. As there is some issue over a Lease being issued previously rather than a licence it was felt appropriate to consult our solicitors on this matter and make the terms of this usage clear. No 80 Lancaster Road must not be used as an access route. A licence to be issued rather than a lease.</p> <p>A reply had been received from the County Council Highways Authority regarding the grass verge outside the play park asking for more specific details. It was considered in conjunction with the email received today regarding yellow line markings in front of the new housing. Which would cause further congestion. A letter to be sent asking if this area could be turned into a layby to get vehicles off the highway and give better visibility of children</p>	<p><b>Clerk</b></p>

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	crossing the road into school.	<b>Clerk</b>
<b>23-63</b>	<p><b>Playground Inspection, Maintenance and Safety Issues</b> The retaining bar from one of the gates had again gone missing JH will obtain materials to make a new one.</p> <p>The repair to the roundabout has proved not as successful as thought. An alternative to shims is to be tried.</p> <p>The ground under the swings and on football areas has suffered with the bad weather and created muddy patches. Lancaster City Council be asked to quote for rectification of the ground.</p> <p>The chains and shackles on the swings are starting to show deterioration. Lancaster City Council be asked to inspect and report on need for replacement</p> <p>The gate entrances on the Trailholme Road banking have still not been rectified.</p>	<p><b>JH</b></p> <p><b>JH</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>DE</b></p>
<b>23-64</b>	<p><b>Road Maintenance, Cleansing and Safety</b></p> <p>Work on Pedder Estate has been finished and no further complaints have been received. The fallen name plate from Pedder Grove has been replaced.</p>	<b>Clerk</b>
<b>23- 65</b>	<p><b>SpID Sign</b> Quotations for a new solar powered sign have been received from Elan. Another supplier, Westcotec, has been found in a Clerks and Councils Publication, To be followed up as this seems to indicate provision of superior equipment.</p>	<b>Clerk</b>
<b>23-66</b>	<p><b>Definitive Map Modification Orders – Moss Lane &amp; First Terrace</b> A Definitive Map Modification has been received from the Public Rights of Way Team at Lancashire County Council with regard to First Terrace. The Regulatory Committee agreed that this should be accepted. The Parish Council have no objections to this. There was no further mention on Moss Road.</p>	

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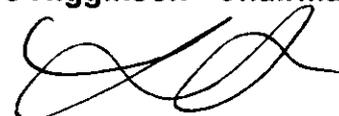
J Higginson Chairman



23-67	<p><b>Planning</b></p> <p>23/0032/TCA – reduction of several trees and the replacement of a conifer hedge with beech trees for Mrs L Molloy at 113, Main Street. No Objections</p>	
23-68	<p><b>Sunderland Point Road – warning signs – road repair</b> JH was not happy with the suggested placement of the signage on the toilet wall, he felt that it was undersized. A sign on posts would be of more effective. The residents of S/Pt to be consulted. Up to date prices to be obtained from Alpha Engraving</p> <p>There was no report on progress with repairs to the SP road.</p>	Clerk
23-69	<p><b>Sunderland Point Toilets – Electricity Supply Contract</b> A Smart Meter has been fitted in the toilet block however no invoice has been received for electricity used</p>	Clerk
23-70	<p><b>Overton Flag</b></p> <p>Still no input from school</p> <p>Coronation Flag and Gay Pride Flag to be ordered from The Flag Shop at an estimated cost of £17.94 plus vat.</p>	Clerk
23-71	<p><b>Website</b> A frontispiece still needs to be created for the website promoting who we are and what we are about. A laminated information notice about the PC's website will be prepared for display on the notice board when the information is complete Various model procedure publications were given to JD for procedures to be put on the website</p>	DH  JD  JD
23-72	<p><b>Accounts for payment</b></p> <p>01. CM Mashiter – Clerk's salary Feb 2023      £262.50 PAYE tax      £ 52.60 <b>Salary payable      £209.90</b></p> <p>02. HMRC      PAYE Tax      £52.60</p>	

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	<p><b>03.</b> <b>Water Plus – S/P Toilets</b> £8.31 21/01/23 to 20/02/23 VAT <u>£1.66</u> <b>£9.97</b></p> <p><b>04.</b> <b>SLCC – New Clerks Event Fee</b> Local Elections £20.00 VAT <u>£4.00</u> <b>£24.00</b></p> <p><b>05.</b> <b>Donation to</b> <b>Overton Memorial Hall</b> £150.00</p> <p><b>06.</b> <b>M McTague</b> <b>Emergency Plan Insurance</b> £137.80</p> <p><b>07.</b> <b>Glasdon UK Ltd</b> £866.05 VAT <u>£173.21</u> <b>£1039.26</b></p> <p><b>Resolved:</b> Accounts be paid as presented.</p>	
<b>23-73</b>	<p><b>Correspondence</b></p> <p><b>01. Creative Play Coronation Pack</b> <b>Declined</b></p> <p><b>02. Lancaster City Council</b> Quote for Mowing Play Park 23/24 £453.11 incl Vat <b>Accepted</b></p> <p><b>03. Lancaster City Council</b> Parish Council Elections Information</p> <p><b>04. Zurich Insurance</b> Renewal £1792.67 Letter re correct insurance cover to be re assessed</p> <p><b>05. Lancaster City Council</b> Lancaster South Area Action Plan <b>No Comment</b></p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

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	<p><b>06. Lancashire County Council</b> South Lancaster to M6 Road Link <b>No Comment</b></p> <p><b>07. Clerks and Councils Direct Publication</b> £110. Per annum <b>Accepted</b></p> <p>Other minor correspondence held over due to time.</p>	<b>Clerk</b>
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