**OVERTON PARISH COUNCIL**

**Meeting**

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

Monday 8th September 2025 at 7.00pm

**Parish Councillors Present:** J Higginson

J Dean

D Hamer

S Bargh

D Edmondson

P Fleming

**Apologies:**  C Roberts

County Councillor Graeme Austin

**Also Present:**  Clerk C Mashiter

The meeting opened at 7.00pm

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| **25-096** | **Dispensations and Declarations of Interest**  There were none |  |
| **25-097** | **Public Participation**  2 members of the public attended, M Braid & M Christian  They attended to find out what the Parish Council had decided regarding Kersey Meadow and were informed that the decision had been made to sell the land and it would go on the market through an estate agent. Complete |  |
| **25-098** | **Report from County Councillor Graeme Austin**  Here had been no response to the suggestion that he attend  Parish meetings on alternate months. Ongoing | **Clerk** |
| **25-099** | **Minutes of Previous Meeting**  The minutes of the August meeting, previously circulated, were approved as a true record and signed by Cllr J Dean. |  |
| **25-100** | **Updates and Progress from Previous Minutes**  Proposed bus routes, timings and costs were discussed but as a decision had already been made re the allocation of funding therefore this matter was considered closed.  Complete  The refuse bin had been secured by Mr B Holmes. Complete  Another report had been raised with Love Clean Streets regarding lack of road markings from Carr Lane junction with Middleton Road to the end of Lancaster Road in Overton. Nothing had been resolved. Ongoing  Objection to stable being erected. No reply yet. Ongoing  TEEC had now upgraded the Parish council domain.  Complete  Kersey Meadow and Play Park separate agenda items. | **Clerk**  **Clerk** |
| **25-101** | **Governance**  Mr David Hamer had tendered his resignation from the Parish Council due to his impending move from the area.  This would be his last official council meeting. His resignation was accepted. The election department at Lancaster City Council to be informed.  The new address for Clerk and RFO, Christine Mashiter is  [clerk@overton-pc.gov.uk](mailto:clerk@overton-pc.gov.uk) | **Clerk** |
| **25-102** | **Finance**.  A reminder had been received form Microsoft regarding the annual fee of £84.99 incl. vat which would be due on  1st October.  It was decided not to insure the new laptop due to its value.  Annual donations were considered. The RFO, Christine Mashiter, suggested that due to the proposed expenditures of purchasing the toilet block at Sunderland Point and the alterations to the play park, there was not a lot of spare money for this sort of thing. It was decided that a donation of £200 be sent to the North West Air Ambulance. Consideration would be given in the new year to others if funds allowed. Ongoing  It had been raised that a donation had not been given to The Memorial Hall for VE Day celebrations. The clerk had not received a request for funding therefore nothing had been donated. Allocated funds had been used by the Parish Council for celebrations on VE Day. Closed  The Parish Council as requested, had arranged for the outdoor play equipment at the Memorial Hall to be inspected at the same time as the play park. The proportion of the costs, £98, to be invoiced to the hall treasurer. | **Clerk**  **Clerk**  **Clerk**  **Clerk** |
| **25-103** | **Payments**  Chq C Mashiter – Salary  330.35 - 66.00 PAYE 264.35  Thomas Graham  S/Pt Toilets disposables  15.74 + 3.15 vat 18.89  Playsafety  Equipment Inspection  196.00 + 39.20 vat 235.20  TEEC annual charge  156.00 + 31.20 vat 187.20  Trsf HMRC - PAYE 66.00  Curry’s - new laptop  124.14 + 24.83 vat 148.97  D/D Vodafone  13.38 + 2.68 vat 16.06  Waterplus  S/Pt Toilets 14.69  E.On Next S.Pt Toilets  28.10 + 1.40 vat 29.50  **Total Payable £980.86** | **Clerk** |
| **25-104** | **Training**  ILCA training Ongoing | **Clerk** |
| **25-105** | **Planning**  25/0954/FUL demolition of existing conservatory, erection of a single storey front extension and installation of replacement windows for Heather and Bryan Hobson at Shell House, Main Street, Overton LA3 3HF No Objections | **Clerk** |
| **25-106** | **Parish Matters**  Mr D Hamer explained the operation of the new laptop for recording information from the SPID’s in the village. It was interesting to note that in the main, the speed limit had been adhered to both going into and out of the village on both SPID’s the exception being two or three recordings of  80mph + one of which was leaving the village.  Mr J Higginson took over the control of the laptop and would continue to monitor the speed of vehicles. J Dean nominated as the backup Ongoing  Rights of Way – Moss Lane. Letter received with indication of inspectors planned visit. As we had withdrawn our objection it was unlikely that we would get a report of the findings. Matter considered closed. Complete  PROW fencing repair, Church footpath. Ongoing  Removal of a fallen tree stump on the footpath that is causing an obstruction Ongoing  Play Ground – ROSPA inspection did not record anything more serious than the last report. The information to be passed onto the City Council for urgent attention as last year’s repairs had not been completed. Ongoing  Ball Park – Consideration was given to the addition of rock filled crates to extend the playing area by a further metre. It was decided that the cost was not value for money. Work to commence in October. Ongoing Mrs Tyrells fence will be repaired after the ball park is completed. Ongoing  Elan City had supplied the cost of replacement parts, after consideration it was decided not to extend the guarantee. Notice would be sent to Elan declining their offer, Complete  Sunderland Point Toilet Block – The purchase had been suspended until clarification of ownership of land and access to the septic tank was confirmed. Since then, a copy of the original Conveyance of the Land to the then Lancaster District Council had been received clearly stating that the land belonged to the owners from time to time of Gravelly Cottage with right of access through Gravelly Cottage, at any reasonable time, for maintenance of the septic tank and associated land drains. After asking the present owner if the fence panel at the side the toilet block can be made into a gate, at the Parish Council’s expense, the purchase would procede. A Duty of Care notice for the sanitary waste bin had been received from the new managers phs Group. The clerk to sign. Ongoing  Kersey Meadow - It was agreed to instruct BSG to engage Armistead Barnet for the sale of the field. Their report on the status of the field and a guide price would be forthcoming.  Ongoing  HM Land Registry - The clerk still needs to investigate further into this matter. Ongoing | **JH/JD**  **DE**  **DE**  **JH/Clerk**  **JH**  **JH**  **Clerk**  **Clerk**  **Clerk**  **Clerk** |
| **25-107** | **Correspondence –**  Kings Award for Voluntary Service – no nominees  ROSPA Inspection Report  Lune Valley Annual Report. No interest to be removed from the mailing list  Clerk & Councils Briefing Newsletter  There being no other business for discussion the meeting closed at 8.30pm  **The next Parish Council Meeting will be held on Monday 13th October 2025 at 7pm in the Memorial Hall** | **Clerk** |