

Over Parish Council

Minutes Full Council Meeting

7.30pm

Over Parish Council Meeting, the Seminar Room, Over Community Centre, Over - Tuesday 11th February 2020

PRESENT

Chairman: Absent

Vice Chairman: Mr G Twiss

Councillors: Mr A Tranter, Mrs J Davies, Mr S Couper, Mrs H Pletts, Mr R Robinson, Mrs A Griffiths, Mrs M Hyde, Mr A Mills

Parish Clerk: Mrs M Pink

In attendance

County Councillor: None

District Councillor: District Cllr B Handley

Parishioners: None

In the absence of the Chairman, Mr G Fenn, Vice Chairman, Mr G Twiss took the Chair

Item

2020/02-01 To Receive and Accept Apologies for Absence

Chairman Mr G Fenn, Mr M Conlon, County Cllr P Hudson, District Cllr D Percival

2020/02-02 Members' Declarations of Interest & Dispensations

- 2.1 Declarations of interest from councillors on items on the agenda – Registered Interests received from Cllr S Couper, Cllr A Tranter – Trustee of Over Day Centre
Cllrs R Robinson, J Davies, A Griffiths – Trustees of Over Town Lands Charity
Cllr A Griffiths – Trustee of Over Community Association
- 2.2 Requests to Speak - No requests received to speak on any items as declared above.
- 2.3 To receive requests for dispensations - No requests received.
- 2.4 To grant requests received - The granting of dispensations to be made by Full Council.

2020/02-03 Meeting suspended to allow 15 minutes for the public participation forum and for persons declaring prejudicial interest relating to business to be transacted, to address the meeting.
No Parishioners present

2020/02-04 To Sign & Approve Minutes of the Full Parish Council Meeting Dated 14th January 2020

RESOLVED: It was proposed, seconded and unanimously approved that the Chairman signs the Minutes of the above meeting with no amendments. All actions have been completed.

2020/02-05 Matters of Interest from County and District Councillors and PCSO

- 5.1 County Council – Written report from Cllr P Hudson circulated prior to the meeting. Noted
- 5.2 District Council – Written report from Cllr Handley circulated prior to the meeting. Noted
Cllrs Pletts and Couper asked Cllr Handley to clarify some points relating to the Five Year Housing Supply Figures. The actual amount of land due for development has now been reduced to only 5.07 years supply so queries were raised about the possibility of other unplanned developments being allowed to be included within the area. Cllr Handley was not aware of this idea being put forward but would certainly raise it with the District Council.
- 5.3 Police – No report

2020/02-06 Planning – For Discussion and Approval

- 6.1 Application – S/4443/19/FL – Land next to commercial premises 25 Norman Way – Retrospective application for the change of use of former redundant grassed area to Vehicular Parking and close board fence adjacent to Highway
RESOLVED: It was proposed, seconded and unanimously approved that the Council comments are noted as no objections

The Chain Farm Applications are to be considered as a block. Please see the resolution as at item 6.7

- 6.2 Application – S/3930/19/RM– Unit 7, Chain Farm, Overcote Rd – Approval of reserved matters for access, appearance, landscaping, layout and scale – open sided agricultural building – Revised drainage layout
- 6.3 Application – S/3946/19/RM– Unit 1, Chain Farm, Overcote Rd – Approval of reserved matters for access, appearance, landscaping, layout and scale – open sided agricultural building – Revised drainage layout and amended plan
- 6.4 Application - S/3948/19/RM– Unit 5B, Chain Farm, Overcote Rd – Approval of reserved matters for access, appearance, landscaping, layout and scale – open sided agricultural building – Revised drainage layout
- 6.5 Application - S/3965/19/RM– Unit 3, Chain Farm, Overcote Rd – Approval of reserved matters for access, appearance, landscaping, layout and scale – open sided agricultural building – Revised drainage layout
- 6.6 Application - S/3945/19/RM– Unit 4, Chain Farm, Overcote Rd – Approval of reserved matters for access, appearance, landscaping, layout and scale – open sided agricultural building – Revised drainage layout
- 6.7 Application - S/3953/19/RM– Unit 6, Chain Farm, Overcote Rd – Approval of reserved matters for access, appearance, landscaping, layout and scale – open sided agricultural building – Revised drainage layout
- RESOLVED:** It was proposed, seconded and unanimously approved that the Clerk is to report that the Council have no comments to make on this block of applications.
- 6.8 Application - S/0019/20/FL- 30, Hilton Street - Single storey rear extension
The Council agreed that there would be no impact on views, light or the street scene
RESOLVED: It was proposed, seconded and unanimously approved that the Council comments are noted as no objections
- 6.9 Application – S/0070/20/FL- 34 Glover Street - First floor extension over existing ground floor footprint
The Council agreed that the development is primarily to the back of the property and as such would not be visible from the road.
RESOLVED: It was proposed, seconded and unanimously approved that the Council comments are noted as no objections
- 6.10 Application - S/4357/19/FL- Land off Longstanton Road - Change of use from agricultural to equestrian use. Building of stables, arena, track and parking area. Erection of fencing
The Council noted concerns with drainage and horse manure getting into the watercourse and this would lead to environmental problems, there was no clarity over the egress and ingress of the site as a clear access route was not noted on the plans. If the access is to be via Longstanton Road then there would be concerns with the visibility splays and more frequent movement of large heavy vehicles using a narrow road.
RESOLVED: It was proposed, seconded and unanimously approved that the Council comments above are reported to the District Council so that they can be considered by the Planning Officer when a determination is made.
- 6.11 Application- S/0162/20/FL- 54, The Lanes - Two storey side and rear extension
The Council noted that this development was not in keeping with the other properties in the area, the cladding would impact on the street scene, there should not be a change in height of the houses in this area and the development was not in line with the current adopted Village Design Statement.
RESOLVED: A clear decision could not be made regarding this application due to insufficient information contained within the plans.
- 6.12 Application – S/4015/19/FL – 31, Chapmans Way – Removal of small window to right hand elevation and opaque glazing to remaining window
RESOLVED: It was proposed, seconded and unanimously approved that the Council comments are noted as no objection to the removal of window and opaque glazing but the Councils decisions regarding the original plans are still valid.
Planning for information only
- 6.13 Application – S/0277/20/TC – 8 Long Furlong – Tree work – fell to ground Norway spruce

County Council Consultation for Discussion and Comments

- 6.14 Greater Cambridge Local Plan - Issues and Options Report and Initial Sustainability Appraisal – no comments to be made
- 6.15 Fewes Lane Consortium correspondence regarding proposed changes to planning decision procedures at SCDC – The Clerk had received a letter which had been forwarded to all Councillors prior to the meeting and had also received an update letter today which Cllr Twiss reported to the Council. The Council discussed this item at length and agreed to ask the Clerk to write to the Planning Department seeking reassurance that all planning applications will still be sent to the Council as consultees regardless of which planning professional refers the application to the Planning Committee. Cllr Twiss will OK the wording of the letter prior to being sent by the Clerk. **ACTION CLERK & GT**

2020/02-07 VILLAGE MATTERS

- 7.1 To receive Village Handyman Report and consider any maintenance items – Report noted – The Council agreed that the Handyman should look into getting quotations to repair the play equipment ladder at the Community Centre **ACTION DB**
- 7.2 Timebank update – No update. Move to March **ACTION CLERK**
- 7.3 Pavilion refurbishment – Quotes to consider – The Clerk tabled three quotations which did not all contain the same information so Cllr Robinson will revisit the quotations to ask for new identical quotes that can be considered for this work **ACTION RR**
- 7.4 Mobile Warden Scheme to be discussed – No update. Move to March **ACTION CLERK**
- 7.5 Three free trees for the Parish Value £60 – Deadline for application 4th March. The Council agreed that the Clerk should apply for the voucher now and Cllr Tranter will prepare a site location report for March **ACTION CLERK & AT**

2020/02-08 PC REPRESENTATIVES ON VILLAGE CHARITIES AND OTHER BODIES - MATTERS OF INTEREST

- 8.1 Hanson Aggregates – No report
- 8.2 Over Town Lands Charity – The annual reports and accounts have been forwarded to the Councillors for information and will be reported to the Village at the Annual Parish Meeting in April.
- 8.3 Over Community Association – Cllr Griffiths reported that OCA are delighted that the Council had agreed to provide a further £10,000 for capital projects for the forthcoming financial year and they will be gathering costings for a new foyer and air conditioning in the main Hall.
- 8.4 Over Day Centre – Cllr Tranter reported that there had been a very successful volunteer day dinner. The Day Centre will be seeking guidance from a professional consultancy regarding a new marketing strategy to attract new members and to highlight the Centre within the Village.

2020/02-09 FEEDBACK FROM AD HOC GROUPS

- 9.1 Grant seeking – Cllr Tranter reported that he was still awaiting a decision regarding the Pocket Parks grant and some further information was given to the FCC to further the Overcote Refurbishment Project. There should be a decision made regarding this on the 4th March.
- 9.2 Land Registry update – Cllr Twiss reported that four titles had been granted by the Land Registry
Tree Belt – Absolute Title
Church End Pond Site – Possessory Title
Overcote Road Pond Site – Possessory Title
Gravel – Qualified Title but the plan of this area is still to be amended and he has chased this up
- 9.3 Refurbishment of Church End Seats update – Cllr Robinson reported that he was still waiting to see Dennis Vacher from the Highways Department to discuss making the concrete slab higher and slightly larger than originally agreed. Mr Vacher was concerned that this would make the area a trip hazard. Cllr Twiss pointed out that a chamfered edge would prevent a trip hazard **ACTION RR**
- 9.4 Speed Watch update – No update
- 9.5 Skatepark Working Group update – Cllr Mills reported that the Skate Park group had agreed a constitution and had set up a bank account and would be contacting the Clerk to make a grant application for some start-up funding. He would be contacting Ground Work who are a charitable organisation that can help with grant funding to help the group decide what grants would be suitable. There is lots of commitment within the group and the skaters are all being very proactive. They are still looking at suitable materials but favour a concrete park.

Parish Council meeting suspended in order to discuss items relating to the Registered Charity for The Green (Charity number: 300417) Parish Council is Sole Trustee of the Charity

2020/02-10 THE GREEN

- 10.1 To review the report from the Grounds Man – Report noted and the Council agreed that the Groundsman can organise some verti draining for the Green to help with soil drainage.
- 10.2 Green Re-appraisal discussion – Cllr Twiss to update – Cllr Twiss had emailed some information to the Councillors prior to the meeting to give them some background information concerning the land registration of the Green and the purpose of the Charity. He is looking to get the current map of the Green amended to show its true area as the official map is not correct in shape.

Parish Council meeting reconvened

The trustees of the Charity asked the Clerk to action any items as above

- 10.3 Green Re-appraisal discussion continued as the Parish Council – The Council discussed the Green's Charity status and how it should be used. They discussed a definition of "recreation" and "recreational purposes". The correct administration procedure was discussed as both the Clerk and Cllr Twiss had received some conflicting information about the correct administration of a Charity. As this discussion continued for some time it was agreed that further investigation should be carried out to find a suitable solution that satisfies both the Audit Commission and the Charity Commission.

Cllr Mills left the meeting at 10.15pm

2020/02-11 PROCEDURE

- 11.1 Date for the Annual Parish Meeting to be agreed – The date of Tuesday April the 28th was agreed and the Clerk is to book the Seminar Room and invite Village groups to attend the meeting. **ACTION CLERK**

2020/02-12 FINANCE

- 12.1 Approval of Payments
RESOLVED: To approve invoices and payments as listed to the sum of £1,900.29
- 12.2 Receipts noted: As below
- 12.3 Clerk's request for overtime to be agreed – The Clerk requested payment of an extra 18 hours as she is contracted to work for 15 hours per week which equates to 65 hours per month and had actually worked 83. Over the year the Clerk has averaged 18.75 hours per week. The Council will look to extend the contracted hours in March.
RESOLVED: It was proposed that an extra 18 hours can be paid in the March salary and extending the contracted hours will be discussed at the March meeting.
- 12.4 Quarter 3 Accounts to be noted and signed – Due to the lateness of the meeting it was agreed to move this item to March

2020/02-13 GENERAL CORRESPONDENCE – The Clerk has received a thank you letter from the Over Day Centre for the grant, an email about bus timetable changes and an email from the light up our Village group asking for permission to use the Green and the Pavilion for a garage sale on the 19th Sept and the Christmas lights switch on event on the 28th November. The Council are happy to support the use of the Green and Pavilion for these events. Cllr Hyde declared an interest as she is a member of this group.

Cllr Griffiths reported that an error had been noted in the Village Design Statement and she will take this up with the District Council

2020/02-14 ITEMS FOR INFORMATION AND REQUESTS FOR AGENDA ITEMS FOR FUTURE MEETINGS

Items from this meeting to be carried forward – Mobile Warden, Pavilion refurbishment, Over Parish Council Climate Change Strategy and Action Plan, Time banking, Administration of the Green, Clerks hours, Qtr. 3 accounts.

County Councillor report January 2020

Divisional Highways meeting.

This was held on the 17th January with the Clerks and Chairs of all parishes within the division. All our highway issues were discussed and reported.

CCC response to Extinction Rebellion

Last month, Extinction Rebellion charged Cambridgeshire County Council – among other organisations - to take notice and action on Climate Change.

The Council has responded directly to Extinction Rebellion and has met with parts of the group to discuss its work, and is willing to continue discussions with this or other community groups.

Cambridgeshire County Council takes the issue of climate and environment very seriously. It's draft Climate Change and Environment Strategy went out for consultation and residents had until the end of January 2020 to give their views on it.

The County Council is prioritising action on Climate Change by;

- Becoming the first county council signatory to UK 100 – which commits local authorities to secure the future for their communities by shifting to 100% clean energy by 2050
- Making a declaration of a Climate Emergency in May 2019
- Working with the Cambridge University Social Policy Exchange (CUSPE) to produce an authoritative evidence base for reducing carbon across the county as a whole
- Developing its first Climate and Environment Strategy
- Adding specific 4th strategic priority into the council's Business Plan (which matches funding with priority objectives) concentrating on helping Cambridgeshire reach a net zero carbon target by 2050 – with associated action plans.

In areas where the County Council can take direct action itself it already is doing so by;

- Providing project and financial support for projects like Swaffham Prior heating scheme which aims to reduce village residents' reliance on fossil fuels for heating – with plans to widen this to other areas if it proves successful. 60% of the village is already signed up to take part
- Getting planning permission for the St.Ives Park and Ride site to deliver solar PV car ports, battery storage, EV infrastructure and then selling energy to local businesses as an integrated project – the County Council has committed £1.8 million to this project and used this to draw down the same amount from Government
- Making a business plan commitment to take all 69 buildings owned and occupied by the Council off fossil fuels by 2023, and to replace all its fleet cars and vans with electric vehicles by 2025 – matched with appropriate funding
- Investing £11m into 55 schools to improve energy efficiency and generate renewable energy to reduce both their carbon emissions and energy bills - and working on a major pilot project with a large secondary school to develop a new business model to allow academy schools to enter longer term heat agreements with the Council, to unlock investment and further decarbonisation.
- Delivering a 12mw solar farm on our rural farms estate in Soham which delivers enough renewable electricity to power 3,000 homes, and bringing forward plans for a further 30mw solar farm – enough to power a further 8,000 homes
- Earmarking 300k in the budget to install electric vehicle chargers on our sites to support pool cars and staff vehicles

The Cambridgeshire and Peterborough Combined Authority is the [transport authority](#) for the area, responsible for, among other things, [the local transport plan](#) and passenger transport. Cambridgeshire County Council is the Highway Authority with responsibilities which include maintaining the highway network, both CPCA and CCC work closely with the [Greater Cambridge Partnership \(GCP\)](#), which is a joint committee with delegated powers to deliver transport and other projects through the city deal with the Government for Cambridge and South Cambridgeshire (follow links for further information).

All of these organisations are committed to delivering improvements to public transport and making it more sustainable, with measures to help ensure those who are least responsible for climate change aren't disproportionately affected. There are currently plans in place to;

- Electrify the transport system e.g putting smart energy grids on P&R – to deliver solar PV and battery storage
- Trial electric buses – a GCP project with Stagecoach is about to begin shortly
- Trial autonomous vehicles - Smart Cambridge – a GCP workstream - has plans in place for trials of autonomous vehicles using part of the guided busway later this year
- Ongoing investments in cycle path network – together we have spent more than £43m on cycling projects across Cambridgeshire over the past four years, which has resulted in Cambridge becoming the cycling capital of the UK

- Develop 'last mile' delivery plans – for both freight and people – with a business case to develop a delivery hub due to be discussed by the council's C&I committee shortly
- Engaging communities to build social capital - helping them to understand their own carbon footprint and take action to reduce their impact on the environment and climate
- The GCP is developing high-quality public transport routes to the north, west, east and south east that will eventually form the first phase of the Mayor's planned Cambridgeshire Autonomous Metro (CAM)
- The GCP has also held the Greater Cambridge Citizens' Assembly, where more than 50 people from across the travel-to-work area looked at the transport challenges facing the region. The GCP Board is to consider their recommendations later this year.

The County Council would welcome further face to face discussions with members of Extinction Rebellion's youth group to talk about these activities in more detail.

Budget

Many long discussions have been had over the past month to prepare the counties budget. This will go before the full council on February 11th.

Wuhan novel coronavirus.

This is very much in the news, and there has been a fair amount of emails between Public Health England, and the County Council public health Directorate.

The counties Director of Public health is keeping the Council's Joint Management Team up to date, and is also updating Local Resilience Forum partners (district councils, police, fire etc) through a web-based 'Resilience Direct' page. The main role as Council public health is to make sure that the national Public Health England information is shared in a timely way.

Peter Hudson
County Councillor

Over, Longstanton, Northstowe, Oakington, and Westwick.

District Councillors' report to Over Parish Council February 2020

Here is an update from your South Cambridgeshire District Councillors:

The 'greening' of South Cambs Hall

SCDC has published plans to upgrade their offices at Cambourne. A number of energy efficiency improvements will make the building more energy efficient and much less reliant on fossil fuels. The work will dramatically cut energy bills and almost halve carbon emissions. A maximum of £1.9 million is being set aside in the council's budget to pay for the work but the energy improvements planned should save around £100,000 in the first year of the scheme's operation and pay for themselves within 16 years. The funding will come from the Council's 'Renewables Reserve' from Business Rates paid by renewable energy sites in the district and earmarked specifically for investment in energy efficiency projects. This is the same fund that pays for community projects to reduce carbon emissions through the Council's Zero Carbon Communities grant scheme.

Greater Cambridge Planning Service (GCPS)

The Greater Cambridge Planning Service has been undergoing much change in the last couple of years. Improving the customer experience has been a priority and a new performance officer joined the service at the end of 2019. A new planning complaints system will soon be introduced by SCDC; an Open Process portal will allow complaints to be tracked until resolution. It will be possible for complainants to upload supporting documents and for messages to be sent between investigators and customers, which will help to speed up the process. Individuals who are unable to use online services will be served by the Customer Feedback Team by post or phone. More improvements are to be rolled out in the coming weeks and months.

Five-year housing land supply (FYHLS)

On 21st January the government's planning inspector revealed that she had dismissed an appeal against SCDC's refusal for the development of 44 homes to the rear of 30 and 32 New Road and it should be noted that in reaching the conclusion, the inspector referred to the Over's Village Design Guide. Although welcome, the decision has brought with it concerns for the soundness of the council's FYHLS. In scrutinising the data, the inspector concluded that some of the developments within the Greater Cambridge were not deliverable in five years as expected and she reduced the figure down to 5.07 – OK for now but too close to 5 for comfort. Nobody wants to see the return of unplanned developments, so please be assured that both Cambridge City and South Cambs councils will be looking at the pronouncement carefully to see if anything can be done to raise the figure to a safer level. I will keep you posted as and when I hear more.

Cllr Bill Handley & Cllr Dawn Percival 6th February 2020