

Over Parish Council

Minutes Full Council E-Meeting – Tuesday 14th July 2020

7.30pm

PRESENT

Chairman: Mrs A Griffiths

Vice Chairman: Mr G Twiss

Councillors: Mr A Tranter, Mrs J Davies, Mr S Couper, Mrs H Pletts, Mr R Robinson, (2 Vacancies)

Parish Clerk: Mrs M Pink

In attendance

County Councillor: None

District Councillor: Mr Bill Handley

Parishioners: 1

Item

2020/07-01 To Receive and Accept Apologies for Absence

County Cllr P Hudson, District Cllr D Percival, Mrs Hyde, Mr Conlon

2020/07-02 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.

2020/07-03 Public Participation – No public in attendance – Comments submitted prior to the meeting to be recorded – No Comments received.

2020/07-04 To Approve Minutes of the Full Parish Council Meeting Dated 9th June 2020

RESOLVED: It was proposed, seconded and unanimously agreed that the Minutes are approved. The Chairman will sign the Minutes at the next available Full Council Meeting. All actions have been completed. **ACTION CHAIR**

2020/07-05 Planning – For Discussion and Approval

- 5.1 Application – 20/02118/FUL – Land adjacent to 65 Willingham Road – 1.5 storey three bed detached dwelling.
RESOLVED: It was proposed, seconded, and unanimously approved that the Council comments are noted as no objections
- 5.2 Application – 20/02269/HFUL – 30 Unwins Lane – Single Storey Extension
RESOLVED: It was proposed, seconded, and unanimously approved that the Council comments are noted as no objections
- 5.3 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 discussed this application in detail and agreed 6 for and 1 against that the change of use should go ahead. Concerns remain about correct drainage treatments as there is an awarded watercourse running along this site and horse effluent could seep into the watercourse if drainage is not adequate.
RESOLVED: It was proposed, seconded, and approved 6 for and 1 against that the change of use should go ahead.
- 5.4 Application – 20/02477/FUL – Land off Fen End – Erection of 20 New Dwellings with associated Infrastructure and Landscaping – Amended plans
The Council agreed that the few changes that have been made to the plans reflect the items that the Council had concerns about with previous plans. The reorganisation of parking spaces is now adequate, and these plans are much better than the original submission.

RESOLVED: It was proposed, seconded, and unanimously approved that the Council comments are noted as no objections

5.5 Application – 20/02357/FUL – 16 Mill Road – Erection of a Manège

The Council discussed this application at length and agreed that they have no objections to this application if the applicant is using the area personally e.g for themselves only. If the meaning of "personal" use as stated in the amended description includes personal business use, then the Parish Council do not support this proposal. There have been many resident comments made in objection to the application and noise, access to site, Highway Safety and entry and exit proposals are still a concern.

RESOLVED: It was proposed, seconded, and approved 5 for and 2 against that the Council comments are noted as no objections

Planning for information only

5.6 Application – 20/1502/TTCA – Charter Cottage, Horse ware – Tree Work - Silver Birch

5.7 Application – S/1631/17/COND7 – Rear of 36 & 38 The Lanes – Condition 7 - Drainage

5.8 Application – 20/1506/TTCA – 56 High Street – Pruning work to Honey Locust

2020/07-06 Finance

6.1 Approval of Payments

RESOLVED: To approve invoices and payments as listed to the sum of £64,641.85

6.2 Receipts noted: As below.

6.3 Expenditure against budget to be noted – The Clerk is still sorting out a suitable presentation for the budget sheet but overall, the Council are working to budgets at this time.

2020/07-07 Procedure

7.1 New Code of Conduct Consultation to be noted – Comments to be made if needed.

Cllr Couper reported that the new Code stated that if you are a Trustee for an organisation then you should not vote or discuss the organisation if it is an agenda item. The Chairman stated that this was not acceptable as you would lose the knowledge etc that a Trustee holds. Cllr Couper also pointed out that dispensations could be granted to allow discussion if needed which would overcome this situation.

7.2 Planning Delegation for response to applications concerning amended construction hours to be discussed.

Cllr Twiss proposed that the applications are emailed out to all Councillors and a decision will be made by either the Chairman/Vice Chairman (depending on availability) and based on the consensus of opinions noted by each Councillor. The Clerk would then communicate this decision on behalf of the Council. The Clerk is to report this delegation procedure to the Planning Department. **ACTION CLERK**

2020/07-08 Village Matters

8.1 Rubbish removal and signage at Overcote to be discussed – This item was discussed at length and it was decided that the concrete pipe bins should be kept on site, along with two new 170 litre plastic bins that are securely anchored to the ground as a trial over winter to see how the new bins cope with flood, broken bottles, hot coals etc. Suitably strong rubbish bags are to be used.

RESOLVED: It was proposed, seconded, and unanimously approved that the Clerk should purchase two bins as a trial. Cllr Tranter will install them in suitable places on the site **ACTION CLERK & AT**

A suggested sign was also discussed, and wording had been circulated prior to the meeting. It is hoped that correct signage will encourage the right use of the site and would hopefully stop some of the horseplay and bad behaviour that had been noted since the improvements to the site have been made. The signage sets out clear expectations and is also a source of reference. Cllr Robinson asked if the wording stating no overnight camping unless fishing with a permit should be removed. Cllr Davies also asked if the reference to taking home litter can be the last thing on the sign as it would give it more emphasis.

RESOLVED: It was proposed, seconded, and unanimously approved that the amendments are made and that two signs should be purchased and installed **ACTION CHAIR & AT**

8.2 Community Centre Support to be discussed – The Chairman reported that she had not received any further communication from the Centre and so the need to make a decision should be moved to the

next agenda if any new information is received. They have yet to reach their critical tipping point and the Centre is now open again. **ACTION CLERK**

- 8.3 Pavilion Re-Opening to be discussed and new User Agreement to be approved – The Clerk gave a brief report on the measures that she had taken, together with the Groundsman, to make the Pavilion toilet area only open to users. The Clerk had emailed an amended User Agreement to the Council prior to the meeting and it was decided that item 3.9 should be changed to allow track and trace information to be provided 14 days before the period of hire and not at time of booking as match teams etc can change rapidly. Also, the heading for section 3 should be changed to state Obligations for Pavilion use. The Clerk will make these changes and then send the amended document to the Groundsman so that he can get hirers to sign the new agreement. **ACTION CLERK**
- 8.4 Land Purchase at 8 Drings Close to be discussed – A request has been received by the Clerk for comments regarding a purchase of open space land adjacent to 8 Drings Close. The area is an open plan area and restricting the amount of open space will compromise the nature of the estate. The Village Design Statement highlighted the areas of the Village known as green fingers and this is in one of those areas.
RESOLVED: It was proposed, seconded, and unanimously approved that the Council opposes this acquisition request as public open space land should remain as public open space land and not annexed and taken out of the public domain. **ACTION CLERK**
- 8.5 Land Purchase of part of a Garden at 26 Queens Close to be discussed – A request has been received by the Clerk for comments regarding the proposed sale of part of a Garden currently belonging to 26 Queens Close. The Council discussed this at length and it was agreed that the garden should remain as a useable garden for 26 Queens Close and that an informal agreement should be reached between the current tenant and the proposed buyer so that maintenance and access can be made available. The house may well be needed for a family who may want to have a large garden and selling a portion of it off now will disadvantage any future tenants that the District Council may wish to house.
RESOLVED: It was proposed, seconded, and approved 3 for and 3 against with the Chairman taking the final decision that an informal agreement is reached but not a sale of the garden. **ACTION CLERK**
- 8.6 Positioning of the Covid 19 Snake to be discussed – As Cllr Hyde is absent it was decided to move this item to the next meeting **ACTION CLERK**
- 8.7 Resident request for a Time Capsule to be organised and a position to plant it to be discussed – The Clerk has received an email request from a resident to ask the Council if a Time Capsule can be organised and positioned in the Village – The Council would like to have some further information before they are able to discuss this item fully. They would like to know what would be going into the Capsule, the size of the Capsule, is the Capsule to mark a significant event and if the resident has any ideas of their own for a suitable position for the Capsule. The Clerk is to find out this information and this item will be placed on the next agenda for discussion. **ACTION CLERK**
- 8.8 HGV Covenant Scheme to be discussed – Cllr Pletts gave a brief presentation regarding the need to ask haulage companies to join up to the voluntary scheme run by the County Council to help to alleviate excess heavy vehicle traffic in the Village and particularly on King Street. She will prepare a proposal to be put forward to the Council at the next meeting **ACTION CLERK & HP**
- 8.9 Section 106 requirements for planning application 20/02477/FUL – 20 dwellings at Fen End – The Clerk has received an email from James Fisher asking if the S.106 requirements are still the same for the new application as those noted for the previously agreed amended plan. The Clerk has been working with James to come up with a proposal to put forward to the Council of
£9,145.68 for indoor meeting space
£20,144.65 for the Pavilion refurbishments
£27,808.16 for the Skate Park and other Play Equipment
The Clerk wanted the Council to consider asking for some of the larger allocation to also be used to finance the Overcote project but it was felt that as the funding for the project has already been decided by the Council and that it will be funded via the precept that it was wise to ask for the monies to be made usable as noted above. The Clerk will respond to the email. **ACTION CLERK**
- 8.10 Quotation for tree work at Giffords Way to be considered – The Clerk has received a quotation for tree work and other maintenance at Giffords Way for £560 + VAT

RESOLVED: It was proposed, seconded, and unanimously approved that the Council accepts the quotation.

ACTION CLERK

Agenda items for Information only – Reports emailed prior to the Meeting

2020/07-09 Matters of Interest from County and District Councillors and PCSO

- 9.1 County Council – Emailed report from Cllr P Hudson circulated prior to the meeting. Noted
- 9.2 District Council – Emailed report from Cllr B Handley circulated prior to the meeting. Noted.
- 9.3 Police – No report

2020/07-10 Village Matters

- 10.1 To receive Village Handyman Report and consider any maintenance items – Report noted - Beacon to be painted. **ACTION CLERK & DB**
- 10.2 To receive Groundsman Report re the Green – Report noted – Quotations to be asked for maintenance to the Green Hedge and overhanging Conker Trees in the area. **ACTION CLERK & DB**

2020/07-11 PC Representatives on Village Charities and other Bodies - Matters of Interest

- 11.1 Hanson Aggregates – Cllr Robinson reported that all meetings have been cancelled
- 11.2 Over Town Lands Charity – Cllr Robinson reported that there will not be any grants awarded this year as the Charity are using all available funds to finance improvements/refurbishment to the Hall and the House
- 11.3 Over Community Association – No report
- 11.4 Over Day Centre – Cllr Tranter reported that the volunteer meals scheme is going well and that the Trustees are considering re-opening of the Centre.

2020/07-12 Feedback from Ad Hoc Groups

- 12.1 Grant seeking – Cllr Tranter circulated an email report prior to the meeting which was noted.
- 12.2 Land Registry update – Cllr Twiss reported that the final parcel of land (CB425606) has now been registered for the main part of the gravel as qualified title. All parcels of land (that are eligible) have now been registered and a report will be provided for the Over News. Thanks, from the Council were given to Cllr Twiss for his dedication and many hours of research that has resulted in some areas of the Village being successfully registered with the Land Registry. **ACTION GT**
- 12.3 Refurbishment of Church End Seats update – Cllr Robinson reported that the seats have been removed and are awaiting refurbishment. A quotation for the work has been provided for £1930. He has still not heard back from the County Council and asked the Clerk to chase this up. He also asked the Clerk to find out if any compensation can be requested from the County Council as the damage to the seats has been caused by the build-up of tarmac through numerous road repairs in the area over a period of time. **RESOLVED:** It was proposed, seconded, and unanimously approved that the Council accepts the quotation **ACTION CLERK & RR**
- 12.4 Speed Watch update – No update
- 12.5 Skatepark Working Group update – No Report
- 12.6 Pavilion refurbishment update – Cllr Robinson reported that he has now contacted one plumber who will provide a quotation for all works needed to the showers and heating system. The Clerk reminded Cllr Robinson that he will need to provide three quotations to be considered by the Council before any decision can be made. **ACTION RR**

2020/07-13 General Correspondence – The Clerk has received a letter from Magpas requesting a donation. The Council stated that they do not make donations to national based organisations. Any donations that the Council make will be for Over Village only. **ACTION CLERK**

Invoices for approval to date - 1st July 2020							
Village				Total Payments	Total Receipts	Powers	Type of payment
Direct Debits:							
British Gas Lite	The Pavilion - Electricity		5.87			LGHA 1972, s.133	DD
Invoices received:							
D Bridgman:	Handyman tasks, June - Village	392.00					online
	Handyman tasks, June - Pavilion	28.00					online
			420.00			LGA 1953, s.4	
Clerk's Salary - June 2020	Gross £1220.61		925.18			LGHA 1989, s.7	SO
HMRC	PAYE and NI June		362.86			LGHA 1989, s.7	online
R Burrell	Village litter clearing June		34.89			Litter Act 1983, ss5,6	online
R Fenwick	Grass Cutting		75.00			OSA 1906, s.10	online
BSSR	Overcote work VAT only (grant from FCC)		4,701.00			OSA 1906, s.10	online
BSSR	Overcote work from precept 2020/2021		27,034.63			OSA 1906, s.10	online
BSSR	Overcote work CCC Grant Funded		30,716.90			OSA 1906, s.10	online
Mr N Hyde	mobile phone credit covid 19 volunteers		20.00			LGHA 1972, S.137	online
Dale Bateman	New Lock Pavilion		35.00			LGHA 1972, s.133	online
	Total Payments for the Village:			64,331.33			
Costs relating to The Green (Registered Charity 300418)							
D Bridgman:	The Green, June maintenance work		310.52			LGA 1953, s.4	online
	Total Payments for The Green:			310.52			
	Total Payments to be made for June			64,641.85			
Receipts							
Precept			19,750.00				
CCC	Grant Funding		25,597.00				
					45,347.00		

Next meeting dates: Full Council E-Meeting – 7.30pm Tuesday 9th September 2020

There being no further business, the meeting was declared closed at 10:25PM

These minutes are unadopted

Signed & dated Chairman