

Over Parish Council

Minutes Full Council E-Meeting – Tuesday 12th January 2021

7.30pm

PRESENT

Chairman: Mrs A Griffiths

Vice Chairman: Mr G Twiss

Councillors: Mr A Tranter, Mrs M Hyde, Mrs J Davies, Mr S Couper, Mr M Conlon (2 Vacancies)

Parish Clerk: Mrs M Pink

In attendance

County Councillor: None

District Councillor: Mr B Handley

Parishioners: 0

Public forum: Mr Andy Brand – Abbey Properties

Item

2021/01-01 To Receive and Accept Apologies for Absence

County Cllr P Hudson, District Cllr D Percival, Cllr H Pletts, Cllr R Robinson

2021/01-02 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 M Hyde, A Griffiths – Trustees of Over Town Lands Charity
Cllr J Davies – 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.

2021/01-03 Public Participation – Presentation regarding planning appeal for Land at and to the Rear of 30 & 32

New Road - 20/03254/OUT - Mr Andy Brand from Abbey Properties gave a brief presentation regarding the new appeal currently submitted, but not yet started, for this application. The appeal has been submitted as the applicant feels that South Cambridgeshire District Council (SCDC) can no longer provide a 5-year land supply and so this development should be permitted. SCDC also failed to provide a decision regarding a prior appeal during the specified time frame. The Council raised questions regarding the 5-year land supply and Cllr Twiss will attend the appeal hearing when a date has been set. Mr Andy Brand left the meeting at 7:41pm

2021/01-04 Minutes

4.1 To Approve Minutes of the Full Parish Council Meeting Dated 8th December 2020

RESOLVED: It was proposed, seconded, and unanimously agreed by those present at the December meeting 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

2021/01-05 Planning – For Discussion and Approval

- 5.1 Application – 20/04843/FUL - 16 New Road – Demolition of existing single storey side outbuildings and replace with two storey side extension. Internal alterations and new windows to the rear of existing dwelling

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

Cllr Twiss stated that a second application also existed for this property – 20/05178/FUL – This application had been received and validated by the District Council on the 16th December and the Clerk is to find out why this application has not yet been submitted to the Parish Council for comments. Cllr Handley will chase this up if there are any issues.

- 5.2 Application – 20/04898/HFUL – 51 Mill Road – Two storey rear extension, front porch, replace flat roof with pitched roof

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

- 5.3 Application – 20/04896/FUL – 71 Station Road - Change of use from agricultural barn to three bed dwelling, with associated works (resubmission of S/0968/19/FL)

RESOLVED: It was proposed, seconded, and approved that the Council comments are noted as no objections with one abstention from the vote

Cllr Twiss stated that the barn should have been advertised for a reasonable market value prior to the change of use being permitted and it was not clear if a reasonable market value had been offered as the paperwork stated that a sum of £10,000pa was given to the applicant by an Estate Agent and this is not considered to be a reasonable market value for an agricultural barn with no amenities that is little more than the shell of a building and it is not known if this is the figure that the applicant used to market the building. The Clerk is to raise this concern with the Planning Officer and ask them to consider this point when they make their determination.

Planning for Information Only

- 5.4 Application - S/2870/15/CONDC - Land to The West of Mill Road - Submission of details required by condition 28 (Bus stops) of permission S/2870/15/OL – Cllr Twiss stated that the drawings provided with this application did not show any end panels but provision of end panels in various forms are noted in the descriptions of the designs. Cllr Twiss also pointed out that seating was not detailed, and a perch type seat would be appropriate. The Clerk is to submit these comments to the Planning Officer.

Cllr Handley left the meeting at 8.35pm

2021/01-06 Finance

- 6.1 Approval of Payments

RESOLVED: To approve invoices and payments to the sum of £1,931.28.

- 6.2 Receipts noted: none

2021/01-07 Procedure

- 7.1 Budget and Precept approval for Financial Year 2021/2022 – The Council had a robust debate concerning the proposed precept and budget and finally decided that a precept amount of £85,000 and a proposed budget currently at £92,660 would be set. A further discussion will be held in February concerning the possibility of obtaining a loan to carry out all proposed works to Overcote rather than just a second phase of work. This would then increase the proposed budget figure but the precept would remain at £85,000.

RESOLVED: It was proposed, seconded, and unanimously approved that the precept is £85,000 and the budget would be finally agreed in February as above. **ACTION CLERK**

- 7.2 Social Media Policy to be adopted – The Clerk had tabled this document for consideration in January and it was agreed that this Policy will be adopted.

RESOLVED: It was proposed, seconded, and unanimously approved that the Policy is adopted.

- 7.3 Volunteering Policy to be adopted - The Clerk had tabled this document for consideration in January and it was agreed that this Policy will be adopted.

RESOLVED: It was proposed, seconded, and unanimously approved that the Policy is adopted.

2021/01-08 Village Matters

- 8.1 Covid 19 Snake – Update – The Clerk has obtained approval from the County Council to set the Covid 19 snake stones flush into the road at the base of the wall at the Church. However, this was not the correct proposed treatment as expected by Cllrs Twiss and Robinson (who had reported to the Clerk prior to the meeting). The Clerk is to ask the Highways Officer to contact Cllr Twiss to discuss what is needed in this area. **ACTION CLERK**

- 8.2 Resident request for small part of the green area in Asplins Close to be considered as a parking area – The Council discussed this request and noted that a hand over condition stipulated by the original developer to the Council was that the grassed area had to remain as a recreational space. However, the Clerk is to investigate if the developer Company is still in existence so that the Parish Council can ask them if this condition could be varied very slightly to allow for some recessed rubber honeycomb matting to be installed into this area so that a small percentage of the space could be used for parking. The Clerk is to look into the legality of this suggestion. **ACTION CLERK**

- 8.3 Resident request for any future new build street naming to consider the use of Cyril Cook as a reminder of a war veteran from the Village – The Council considered this request and are happy to put forward

name suggestions such as Cooks Drove (or similar) to the District Council when any new roads are being considered in Over Village. The Clerk will inform the resident. **ACTION CLERK**

- 8.4 Protection of Overcote from Illegal Encampments update to be provided in February **ACTION CLERK& JD**
- 8.5 Community Centre Grass maintenance to be discussed – The Council discussed this item at length during the budget discussions at agenda item 7.1. The cost of cutting the grass at the Community Centre will be taken on by the Parish Council as this is a community grassed area. **ACTION CLERK**
- 8.6 Tree Work at Sandpit Pond to be agreed – The Clerk has received a quotation for £620 + VAT for some further clearance work at Sandpit Pond.
RESOLVED: It was proposed, seconded, and unanimously approved that the quotation is accepted. The Clerk will issue a Purchase Order. **ACTION CLERK**
- 8.7 Refurbishment of Flood Mark stone as per Resident request to be discussed - The Clerk had forwarded an email request to the Council prior to the meeting so that this item could be discussed. It was agreed that action should be taken to refurbish this landmark. The Lichen is to be removed so that any damage to the chiselled lettering can be considered. This will be looked at in the coming year when the weather is more favourable for work of this nature to be assessed. The Clerk will obtain some costings to that this can be considered again in the coming year **ACTION CLERK**

2021/01-09 Matters of Interest from County and District Councillors and PCSO

- 9.1 County Council – Report noted
- 9.2 District Council – Report noted
- 9.3 Police – No report

2021/01-10 Village Reports

- 10.1 To receive Village Handyman Report and consider any maintenance items – No report - ASBO matters have been reported to the Police
- 10.2 To receive Groundsman Report re the Green – No report - ASBO matters have been reported to the Police

2021/01-11 PC representatives on Village Charities and other bodies – Matters of interest

Information

- 11.1 Hanson Aggregates – No report
- 11.2 Over Town Lands Charity – No report
- 11.3 Over Community Association – No report
- 11.4 Over Day Centre – New lockdown restrictions mean that the Centre is still closed and the SCDC meals scheme is still in operation.
- 11.5 Community Warden – No report
- 11.6 Speed Watch – All sessions have been stopped due to the current Covid-19 Lockdown. The Clerk has chased up the provision of the tri-pod and it should be delivered soon.

Village Concerns raised after the meeting

CLlr Couper reported that the refurbished seat had now been reinstalled at the Church

CLlr Tranter noted that the current precept projects should be reported in the Over News. CLlr Twiss will work on this for the coming year

The Chairman stated that there had not been any applications for new Councillors so another advert will be placed in the Over News for possible co-option in March. The deadline for applications is the 22nd February

Invoices for approval to date - 31st December 2020			Total Payments	Total Receipts	Powers	Type of payment
Village						
Direct Debits:						
British Gas Lite	The Pavilion - Electricity	15.58			LGHA 1972, s.133	DD
Invoices received:						
D Bridgman:	Handyman tasks, December - Village	140.00				online
	Handyman tasks, December - Pavilion	56.00				online
			196.00		LGA 1953, s.4	
Clerk's Salary - December 2	Gross £1296.30		976.58		LGHA 1989, s.7	SO
HMRC	PAYE and NI December		397.59		LGHA 1989, s.7	online
NALC	Planning webinar		38.93		LGA 1972, s.91	online
Cambridge Acre	Renewal of Membership		57.00		LGA 1972, s.143	online
MSP Services	Roof repair to the Pavilion		60.00		LGHA 1972, s.133	online
	Total Payments for the Village:		1,741.68			
Costs relating to The Green (Registered Charity 300418)						
D Bridgman:	The Green, December maintenance work	181.62			LGA 1953, s.4	online
	Total Payments for The Green:		181.62			
	Total Payments to be made for December		1,923.30			
Payment made by D Card						
Optimum Card	monthly charge x 1	1.99			LGA 2003, s.93	Dcard
Microsoft	Office 365 monthly charge	5.99			LGA 1972, s.226	Dcard
	Total Payments already made for the Village:	7.98				
Receipts						

Next meeting dates: Full Council E-Meeting – 7.30pm Tuesday 9th February 2021

There being no further business, the meeting was declared closed at 10.25PM

These minutes are unadopted

Signed & dated Chairman

County Councillor report December 2020

COVID 19 update

Covid-19 Epidemiology

	Average weekly cases per 100,000 population	Rate of change
England	580	+53%
East of England	770	+46%
Cambridgeshire	471	+112%
Cambridge	513	+93%
East Cambs	444	+102%
Fenland	406	+123%
Hunts	501	+142%
South Cambs	462	+99%
Peterborough	470	+28%

The above figures are expected to increase every day.

Many teams in the County Council have remained active over the Christmas and New Year period due to workloads directly or indirectly associated with Covid-19 and its impact.

The County Council Public Health team and partners have continued to deliver the outbreak control centre, the Covid-19 single point of contact, and surveillance and outbreak management functions throughout the period.

The outbreak management has been high, due to the general rise in the spread of the virus in the past weeks, which is associated with higher levels of outbreaks in different settings such as care homes, schools (in December) and workplaces. County Council Public Health work closely with other Local authority services on outbreak management.

Public Health specialists are attending the Covid-19 'Gold' meetings which are held weekly in each District/City Council and providing locally tailored data and advice on prevention and rapid response to senior District/City Council officers.

County Council Public Health are reviewing the latest available evidence on the new Covid variant – both the epidemiology and additional interventions to control the virus - and incorporating this information into their advice to Council teams and external colleagues. Working with the communications team on materials for the general public and targeted groups remains a high priority.

Hyper-local DPH led rapid testing (lateral flow tests) is being piloted in Peterborough and we are working with military colleagues to bid to DHSC for a larger community rapid testing programme

Vaccination of vulnerable people, both to improve their personal outcomes and to reduce pressure on the NHS from Covid admissions, is a key priority for the whole system over the coming weeks. This is led by the NHS/ CCG.

Covid-19 Vaccination Programme.

The Covid-19 Vaccination Programme is now well underway in Cambridgeshire and Peterborough and will continue throughout the current national lockdown. This is an update of the programme as it stands on 6 January 2021.

Vaccination sites

All staff and external colleagues are working incredibly hard to open up additional vaccination sites over the coming days and weeks to expand the number of vaccination sites and vaccination appointments are available across Cambridgeshire and Peterborough.

The following sites are live and delivering vaccinations to those aged over 80, care home workers and frontline NHS staff:

- Peterborough City Hospital
- Addenbrooke's Hospital
- Ely South and Ely North Primary Care Networks – with practices in Ely, Soham, Haddenham, Burwell and Littleport
- Wisbech PCN – covering the following practices: Clarkson Surgery, North Brink Practice, Parsons Drive Surgery and Trinity Surgery
- South Peterborough – covering the following practices: Oundle Medical Practice, New Queen Street & Stanground Surgeries, and Yaxley
- Lakeside St Neots – covering the following practices: Cedar House Practice, Dumbelton Medical Practice, St Neots Health Centre and Eaton Socon Health Centre.

A number of other locations across the County are due to open next week.

Medical staff will also be starting to vaccinate the top priority JCVI group - Care Home residents and staff - in their own Care Homes as of this week.

Vaccination appointments

Medical staff have already booked in and vaccinated thousands of people aged over 80, care home workers and frontline NHS staff across the area but know that there are many more people still to contact and book in as more slots become available.

If people are registered with a local GP, they will be contacted via email, text, phone or letter when it is their turn to book an appointment.

This may vary slightly between different areas in our region due to how the vaccines are made available and distributed from the central distribution system, local residents who fall into the priority groups (as determined by the JCVI) will be contacted by their nearest vaccine centre as soon as the vaccine is available for them. Local people should not contact the NHS to seek a vaccine, unless invited to do so. They will contact them when there are appointments available. This is to help ensure that call handlers at vaccination sites across the area can utilise maximum capacity to book appointments for those currently eligible for the vaccination.

Delivery of second dose

National guidance from the UK's Chief Medical Officers now recommends that the second dose for both PfizerBioNTech and OxfordAstraZeneca vaccines can be delivered up to 12 weeks after the first vaccination.

The new medical advice states that the second dose of the vaccine remains effective when given up to 12 weeks after the first dose and should be given towards the end of this 12 week period.

Two doses of the vaccine are still needed to get the best protection from the virus, but significant protection is provided at 22 days after the first dose. The new guidance will therefore help ensure that as many vulnerable people as possible benefit from the protection offered by the first dose of the vaccine as soon as possible. There are no safety concerns in the new guidance, and it will not impact on how effective the vaccination is in protecting people from Covid-19 once the course is complete.

Based on this new advice, medical staff are in the process of contacting people who originally had their second dose vaccination appointment booked in earlier than is now required. This means they will be working hard to change a large number of appointments. If an appointment is going to be changed, they will contact the patient directly. If a patient does not hear from them, then their appointment will continue as planned. Given the numbers of people they need to contact and the time it will take, they ask that local people do not contact the hospitals or GP practices as they are extremely busy and their call may prevent one that is more critical from getting through.

Maintain Hands, Face, Space

It is important, even after people have received their first vaccination, to follow the current hands, face, space and ventilate guidance to reduce the spread of Covid-19.

Further information about the vaccination programme can be found at <https://www.cambridgeshireandpeterboroughccg.nhs.uk/news-and-events/latestnews/covid-19-national-vaccination-programme/>

Clinically extremely vulnerable urged to shield and seek support

Residents across Cambridgeshire who have been identified by the NHS as clinically extremely vulnerable are being urged to shield once again. Letters have been sent to all clinically vulnerable people from the Department for Health and Social Care informing them how to stay safe. People will also receive a follow-up letter from Cambridgeshire County Council with information on the support available in the local area.

You can read the full guidance on shielding on the government website, visit <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

Help and support continues to be available to anyone who is self-isolating through the network of support hubs run by the County, district and city councils.

People can use the hubs to get help to access food and medicine and support with tasks such as dog walking and home maintenance. Wellbeing support is also available in the form of welfare calls and providing reassurance. The hubs can also offer advice on financial and employment concerns and with signposting to local specialist support services.

In addition to the help offered by the support hubs, people who are shielding can register with the National Registration Support Service to secure priority supermarket delivery slots. Registration will also enable community pharmacist to deliver any medicines direct to people's homes. If you have previously registered or have already secured priority supermarket delivery slots, you don't need to re-register. But if you haven't already done so, you can register online today. To access the registration service, go to <https://www.gov.uk/coronavirus-shielding-support>

Contact details for the local support hubs are as follows:

- If you live in the Cambridge City area: <https://www.cambridge.gov.uk/coronavirus-ask-for-help> or 01223 457000
- If you live in the East Cambridgeshire District Council area: <https://www.eastcamps.gov.uk/content/coronavirus-community-support> or 01353 665555
- If you live in the Fenland District Council area: www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219
- If you live in the Huntingdonshire District Council area: <https://www.wearehuntingdonshire.org/> or 01480 388388
- If you live in the Peterborough City Council area: www.peterborough.gov.uk/coronavirus or 01733 747474
- If you live in the South Cambridgeshire District Council area: www.cambridgeshire.gov.uk/coronavirus or 0345 045 5219

If you are not sure which is your local hub, contact the County Council's countywide coordination hub via www.cambridgeshire.gov.uk/coronavirus or call 0345 045 5219.

The national NHS Volunteer Responders service is also still available, and support can be accessed via <https://nhsvolunteerresponders.org.uk/services>, or by calling 0808 196 3646 (8am to 8pm, 7 days a week).

County Council services to continue during lockdown

With the new lockdown under way, the majority of services at Cambridgeshire County Council will continue to operate as usual. However, in compliance with national safety guidelines some of our services will have restrictions in place and these are detailed below.

Coroners - The Coroners service for Cambridgeshire is continuing to operate as normal. Inquests are continuing to be held remotely (via Skype) and in person. It is recommended that people attend inquests remotely where possible.

Household Recycling Centre – All nine HRCs in Cambridgeshire will remain open as usual during lockdown with safety measures in place, however customers are advised to avoid unnecessary visits.

Libraries – All libraries in Cambridgeshire are open, with safety measures in place but operating a restricted service. Customers can use the Select and Collect service to choose and pick up titles, as well as using computers by appointment, with bookings limited to those using public services only.

Registration Services - Following the lockdown announcement, marriage and civil partnership ceremonies can only take place in exceptional circumstances (such as one party with a terminal illness meaning very short life expectancy). The County Council's registrations teams are in the process of contacting all couples with a ceremony booked in January and February to discuss options.

In Cambridgeshire, the county's registration service is open for certain pre-booked appointments only:

- Deaths that took place in Cambridgeshire (these are conducted by telephone)
- Births that took place in Cambridgeshire
- Notices of marriage or civil partnership (ceremony must be booked first – these can be booked for late Spring onwards)
- Citizenship ceremonies

Copy certificates, for events previously registered, can be ordered online.

Residents can continue to register births, but there may be a longer wait than usual for an appointment. Death registrations take place over the telephone, you can book an appointment by calling the office or online.

For notice of marriage/civil partnership appointments – customers with booked appointments during lockdown can still attend. The team is contacting, in ceremony date order, those couples who need to give their notice of intention.

Citizenship Ceremonies - Small group citizenship ceremonies are being held. To book a place call 01733 864646.

Certificates - Orders can only be taken for certificates from recently registered births and deaths. The priority service is suspended.

Peter Hudson County Councillor Over, Longstanton, Northstowe, Oakington, and Westwick

District Councillor Report to Over Parish Council January 2021

Covid-19 community briefing

The next virtual Covid-19 community briefing will be held at 7pm on Thursday 14 January 2021. As you will be aware, the rate of the virus spreading is very high and you will hear about the latest situation, both national and local, plus have the opportunity to have your questions answered. We expect the event to last no more than one hour.

Meeting details – Thursday 14 January 7pm. Please use the link below to access the meeting

<https://scambsgovuk.zoom.us/j/86521507717?pwd=a3MzdkwzQ0VQV3lNd3JkdC9oa3pqUT09>

You should not need a passcode to access the meeting but, if one is requested, enter: 365092

Covid update

It is impossible to miss the news coverage of the trajectory of the Covid pandemic. The latest figures for South Cambs show that infection cases doubled in the last week of 2020 and the new variant of the virus, which is 50-70% more transmissible, is widespread in our region. The council is working to make sure that the business support money that comes from central government is distributed to where it is needed as quickly as possible and officers are again being redeployed to cope with the increase in demand. The council is also making plans to react quickly if they are asked to become involved in the local administration of the vaccination campaign.

Winter Support Grant

The Council is distributing the Government's Winter Support Grant scheme by using its £30,000 share of the grant pot allocated to support local charities and community organisations. This includes Cambridge Online which provides data packages or devices to children in families in the District who currently have no internet access, enabling them to get online to learn and keep up-to-date with school work; and Cambridge Council for Voluntary Service (CCVS) to which parishes and community groups can apply for sums of up to £500 for local projects to provide food, fuel and essential supplies.

Mental Health tutorials

The mental health implications of the Covid pandemic is a big concern for local authorities. Since it is possible that parish councillors and Covid volunteers may have to deal with residents who are suffering from mental health issues, a series of online tutorials are being provided by Mind CPSL on this subject for parish councils and community volunteers. The first two are on 11 and 12th January and it is not too late to register. Although these sessions will have taken place by the time of the WPC meeting, I am hoping that councillors will read this and sign up. Further sessions will be arranged if there is demand.

Christmas food scheme

One item of good news was the Christmas meal scheme, in which the C3 Churches kitchen produced 880 Christmas meals (plus another 120 by Over Day Centre) for in-need families and vulnerable elderly residents. This was a major logistical exercise involving a number of local businesses, community volunteers and council officers and despite a few problems at the C3 kitchen which led to some delays, the project was a resounding success. The weekly meal scheme for villages in the south of the district which had to be discontinued last autumn is soon to be relaunched and expanded.

Bill Handley and Dawn Percival, January 2021 Cllr.handley@scamb.gov.uk 01954 200287

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