

Over Parish Council



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MINUTES

9th July 2024

A full Parish Council meeting for Over Parish Council was held on 9th July 2024 at 19.00pm in the Seminar Room at Over Community Centre.

Present – Cllr G Twiss (Chairman), Cllr J Davies (Vice Chair), Cllr M Grange, Cllr R Day, Cllr G Theobald, Cllr S Couper, Cllr G Fenn, Cllr F Thompson.

Emily Pacey – Clerk and Responsible Financial Officer.

Apologies – Cllr C Wadsworth, Cllr R Robinson

Vacancies – Two Councillor Vacancies.

Full Council Meeting

01/07/2024 Public Participation.

No members of the public attended the meeting.

02/07/2024 Reports from County and District Councillors.

2.1 – County Councillor – Cllr F Thompson’s July report was circulated to members of the PC prior to the meeting. – Cllr F Thompson advised –

- TTRO 24-1079 Over Road, Willingham is being queried with the drainage team. An update will be circulated soon.
- The speed limit along the A1307 towards Huntingdon will be in place until December 2024, a press release should be issued soon.
- Due to elections being held on the 4th July the Local Highways Initiative applications will be decided in September.
- Surface Dressing and Grip fibre Micro Asphalt has been confirmed for Over Village, dates will be confirmed.

2.2 – District Councillors – DCllr B Handley’s July report was circulated to members of the PC prior to the meeting.

2.3 – Police – No report received.

03/07/2024 To receive declarations of interest.
 Cllr R Day – Trustee of Over Day Centre.
 Cllr J Davies – Trustee of Over Community Centre
 Cllr G Fenn - Trustee of Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches and Trustee of Over Community Centre.

04/07/2024 To receive and approve apologies for absence.
 Cllr C Wadsworth, Cllr R Robinson and DCllr B Handley sent their apologies.

05/07/2024 To receive and approve the minutes of the previous meeting held on 4th June 2024.
 5.1 – It was proposed, seconded, and ALL were in favour of approving the minutes of the previous meeting held on the 4th June 2024.
 5.2 – Cllr G Twiss signed the minutes.

06/07/2024 Planning / Tree works Applications Update.

- 23/01296/CONDC- Land Adj 7 Station Road Over - Submission of details required by condition 21 (energy statement) of planning permission 23/01296/S73. – Over Parish Council have no comment on this submission.
- 23/01296/CONDD - Land Adj 7 Station Road Over - Submission of details required by condition 13 (surface water drainage scheme) of planning permission 23/01296/S73. - Over Parish Council have no comment on this submission.
- 21/05187/CONDA - Land Off Longstanton Road Over Cambridge - Submission of details required by condition 3 (surface and foul water drainage) of planning permission 21/05187/FUL. - Over Parish Council have no comment on this submission.
- 24/02279/CL2PD - 18B Unwins Lane Over Cambridgeshire - Certificate of lawfulness under S192 for a roof extension including rear facing dormer and installation of 2 No. Rooflights to front roof slope. - Over Parish Council have no comment on this submission.

07/07/2024 Finance.
 7.1 It was proposed, seconded and ALL were in favour of approving the below schedule of payments for July 2024.

PAYEE	Details	Total Payments	Powers
Clerk's Salary	July Payroll	£1,163.26	LGHA 1989 s7
HMRC	PAYE and NI May	£342.65	LGHA 1989 s7
HMRC	Employer NI May	£111.87	LGHA 1989 s7
NEST Pension	Employer contribution	£47.06	LGHA 1989 s7
NEST Pension	Employee contribution	£62.75	LGHA 1989 s7
Microsoft	Monthly Charge	£63.82	LGHA 1972 s.266
SCDC	Monthly collection charge	£224.25	Litter Act 1983 ss5,6
Over Enterprise	Hire of Seminar Room	£48.60	LGA 1972, s.133
British Gas	Electricity Charge Pavilion	£100.92	PC Act 1957 s.3
Amazon	Cleaning products - Pavilion	£9.99	LGHA 1972, s.133

Constant & Co	Fixing Kit – Signs at Overcote	£36.00	LGHA 1972, s.133
N Power	Electricity Charge Pavilion	£41.68	LGA 1953, s.4
MC Garden Maintenance	Grass Cutting and Maintenance - Community Centre and Overcote	£852.00	OSA 1906, s.10
MC Garden Maintenance	Installation of fencing at Overcote	£4,620.00	Open Spaces Act 1906, subsections 9, 10
D Bridgman	Pavilion - Cleaning	£51.00	LGA 1953, s.4
D Bridgman	Maintenance around Over Village	£510.00	LGA 1953, s.4
Walton Painting and Decorating	Decorating the Pavilion	£3,364.47	LGA 1953, s.4
	Total	£11,650.32	-
<u>Costs relating to The Green (Registered Charity 300418)</u>			
MC Garden Maintenance	Grass cutting - Green	£348.00	OSA 1906, s.12
	Total	£348.00	-
<u>Receipts</u>			
Cricket Club	May and June Invoice	£300.00	
Football Youth	June Invoice	£20.00	
Eddie Murphy	Rugby on the Green – 19 th / 26 th June	£40.00	
	Total	£360.00	

08/07/2024 Issues on the Village Green.

- One of the windows on the sports pavilion has been smashed, unfortunately the CCTV was not recording at that time as a consequence of power cuts so there is no record of the incident. The Clerk advised Cambridge Windows have already made the window safe and secure and the new window will be installed on 18th July. It was agreed for Councillors to meet at the pavilion to go through CCTV images to assess how sufficient and useful the CCTV is.
- A complaint has been received about noise being created generally from the zip wire and the play area. The use of the zipwire has been monitored by Councillors and it is regularly being used by a handful of Y7 girls at around 8.00am – 8.15am before cycling to SVC – not in silence, but not particularly noisily. A formal response has been sent to the resident and the Parish Council will continue to monitor the use of the zipwire.
- Anti-social behaviour is still occurring late at night at the Green, this has been reported to the Police. The Clerk advised she is organising an event called ‘Coffee With A Cop’ at the sports pavilion. This gives residents and Councillors an opportunity to meet with their local PCSO and to raise issues that are happening in the village. Once a date has been confirmed the event will be advertised on the village Facebook page and Over News.

09/07/2024 Overcote Update.

9.1 – Update on fencing – the fencing around the picnic area has now been completed and positive feedback has been received from residents.

Correspondence has been received from a resident asking if the PC will install a disabled parking space near the fishing platform. Cllr G Fenn confirmed there is disabled access near the far end fishing platform and the fishing platform near the slipway.

9.2 – Extra Bins at Overcote – It was agreed to purchase four glass fibre rust proof seaside double bins for Overcote.

10/07/2024 Pavilion Update.

10.1 A quote has been obtained from Colin Ambrose for him to convert the battery-operated clock at the pavilion so it will run off the main circuit. The total cost is £125.00, it was proposed, seconded and ALL were in favour to approve the quotation.

10.2 CCTV Update. – Cllr M Grange circulated CCTV specification to members of the PC prior to the meeting. It was agreed to obtain one more quote for the CCTV upgrade before a decision is made.

As the Pavilion suffers from intermittent power outages, it was agreed to obtain a quote from Advanced Security to install an UPS (Uninterruptible Power Supply). This will keep the CCTV recording when the pavilion has a power cut.

11/07/2024 Proposal for the Playground at The Community Centre.

Cllr M Grange advised the play area working group are now happy with the design Eibe has proposed and now wish to progress to the next steps. It was agreed to have a site meeting with Tracy from the Community Centre to go through the proposed plans.

12/07/2024 Reports from Reps on Village Organisations.

12.1 Hanson Aggregates – Nothing to report.

12.2 Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches. – Cllr G Fenn advised there are new tenant holders for the allotments.

12.3 Over Community Association – Cllr J Davies advised the Annual General Meeting for OCA is being held on Wednesday 17th July.

12.4 Over Day Centre – Cllr R Day advised the client numbers have increased slightly. He advised the action plan for the Day Centre is progressing and working groups for different action points have already been set up.

12.5 Community Warden – Nothing to report.

12.6 OSKA Group Update – Cllr M Grange advised the OSKA working group are continuing to apply for grants and are looking at completing the skate park upgrade in phases.

12.7 Play Equipment Group Update – See agenda item- 11/07/2024.

13/07/2024 Tree Works Update.

13.1 Quote for Tree Reduction – Websters Way. – It was agreed to approve the quotation for £160.00 plus VAT from Atlas for the tree works on Websters Way.

13.2 Location for Chestnut Tree – The PC are looking at a new site location for this tree to be planted.

13.3 Habitat management plan - New Life on the Old West – The clerk advised the two fruit trees that have died on Giffords Way will be replaced in the autumn by Cambs Acre.

A site meeting to discuss the Habitat Management Plan with Cambs Acre and the clerk will be arranged for the Autumn.

13.4 Mill Pits Footpath – the footpath along Mill Pits is now overgrown, the Clerk has reported this to Peter Gaskin (Highways Public Paths Officer).

14/07/2024 Playground Inspections.

Playground inspections for the Skate Park and the play areas on the Green and at the Community Centre were circulated to members prior to the meeting. It was agreed for the Clerk to add a 'take out of action' column to the inspection report. The key point being that no report should identify a significant issue without appropriate action being taken and

recorded right away. (Councillors would not hear about the problem until they reviewed the inspection reports at the next monthly PC meeting.)

A meeting with Dave Bridgman, Cllr G Twiss, Cllr J Davies and the Clerk took place on the 8th July to discuss all jobs / grass cutting Dave completes. It has been agreed for all grass cutting that Dave normally completes will be passed on to MC Maintenance. The Clerk advised a new job description for Dave will be written and it was agreed to trial this for 12 months.

15/07/2024 Correspondence and Communications.

15.1 Holywell-cum-Needingworth Parish Council – An email has been received from Holywell-cum-Needingworth PC asking what lifesaving equipment the PC own for Overcote. It was confirmed there is only a throwing line at Overcote. It was agreed to ask Dave Bridgman to check and maintain this equipment.

15.2 Footpath off Long Lane. – An email has been received from a resident asking if the Parish Council could consider making structural improvements to the short stretch of footpath off Long Lane which leads to the fields and runs between Beech House and High Croft Farm. This footpath is overgrown and collapsing. As this is the responsibility of Cambridgeshire County Council the clerk advised she will report this to Peter Gaskin (Highways Public Paths Officer).

15.3 Over Village News. – It was agreed for Over PC to continue to pay for the hosting of Over Village News.

15.4 Proposed TTRO – See item agenda 02/07/2024 2.1.

15.5 Green Pitch Fees – An email has been received by one of the U7's coach regarding the new costs for hiring the pavilion and the Green for their football games. He advised as there are normally 2-3 matches in one weekend and the length of each match is only 40 minutes can the price of hiring the Green be reduced. It was agreed for the junior football pitch cost would be 5.00 per match instead of £10.00 per match.

15.6 WHP Telecoms Ltd – Pre-Planning Consultation. – The PC have no objection.

15.7 Weevils, Sandpit Pond – A quotation has been received from Cabi for 6 large weevil packs total £2,799.00. The lead time on orders means that weevils won't be available for this year, but an order placed now would put us in the queue for early delivery next year – if azolla is involved and if it grows there again. It was agreed for the Clerk to contact Cambs Acre to identify if it is azolla growing in Sandpit Pond.

16/07/2024 Items for next agenda.

17/07/2024 Date of next PC meeting.

17th September 2024, 8th October 2024, 12th November 2024, 10th December 2024.

CLOSE OF MEETING – 21:45