

# Over Parish Council



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## MINUTES

12<sup>th</sup> March 2024

A full Parish Council meeting for Over Parish Council was held on 12<sup>th</sup> March 2024 at 19.00pm in the Seminar Room at Over Community Centre.

Present – Cllr G Twiss (vice chairman), Cllr M Grange, Cllr J Davies, Cllr S Couper, Cllr R Day, Cllr R Robinson, Cllr G Fenn, Cllr G Theobald, Cllr C Wadsworth, Cllr F Thompson, 7 members of the public.

Emily Pacey – Clerk and Responsible Financial Officer.

As Cllr A Lythgoe was not present, Cllr G Twiss chaired the meeting.

Apologies – Cllr A Lythgoe, DCllr B Handley.

### Full Council Meeting

#### 01/03/2024 Public Participation.

- A representative from Royal British Legion advised she wishes for the Parish Councils support and approval for the beacon to be lit to mark the 80<sup>th</sup> Anniversary of D Day which is being held on the 6<sup>th</sup> June 2024.
- A member of the public attended the meeting to complain about the minutes from February's meeting. He said that the minutes did not record all the concerns he raised at the meeting regarding the play area on the Green. The minutes only mentioned his concern about the increase in noise, however he had also complained that there had been no communication from the PC to residents regarding the new play equipment, that he had not seen a risk assessment or impact statement regarding the new play equipment, that he had stated that residents are entitled to reasonable peace, comfort, and privacy, and must be able to make full use of their property. He had also complained that the zip wire is in an inappropriate place so close to gardens and properties.
- A representative from Over Cricket Club raised his concern of the huge wall of earth that Hayfield had created across the playing field at the Community Centre. He advised this pile is now over 1.1m high and is covering a significant area of the recreation ground.

He also advised that the all-weather cricket pitch has lost a considerable part of its boundary.

- A resident that lives alongside the Village Green thanked members of the PC for holding a site meeting regarding the new play equipment and listening to their concerns and trying to find resolutions.

**02/03/2024 Reports from County and District Councillors.**

2.1 – County Councillor – Cllr F Thompson’s report was circulated to members of the PC prior to the meeting. Cllr F Thompson advised the drain outside 6 Fen End that is blocked will be unblocked as soon as possible.

2.2 – District Councillors – Cllr B Handley’s and Cllr D Lentell’s report was circulated to members of the PC prior to the meeting.

2.3 – Police – No report received.

**03/03/2024 To receive declarations of interest.**

Cllr J Davies – Trustee of Over Community Centre

Cllr R Day – Trustee of Over Day Centre.

Cllr C Wadsworth – Trustee of Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches.

**04/03/2024 To receive and approve apologies for absence.**

Cllr A Lythgoe and DCllr B Handley sent their apologies.

**05/03/2024 To receive and approve the minutes of the previous meeting held on 13<sup>th</sup> February 2024.**

5.1 – It was proposed, seconded and ALL were in favour to approve the minutes of the previous meeting held on the 13<sup>th</sup> February 2024.

5.2 – Following on from the resident who raised the issues with February’s minutes, the clerk advised that under public participation you should not minute the whole discussion but just the main issues / concern.

5.2 – Cllr G Twiss signed the minutes.

**06/03/2024 Planning / Tree works Applications Update.**

- 24/00672/CL2PD - 49 Coxs End Over Cambridgeshire - Certificate of lawfulness under S192 Class A for a Single storey side extension. – Over Parish Council have no objection on this planning application.
- 23/02334/FUL - 37 Hilton Street Over Cambridgeshire - Construction of 2 No. two storey dwellings following the demolition of an existing building (Use Class B8 and Class E). – This planning application has been refused by South Cambs District Council.

Cllr G Twiss advised he has received an update from SCDC regarding the way they notify Planning Applications to Parish Councils.

There are two ways SCDC now notify Parish Councils:

If PC are a consultee, then the clerk will receive the planning proposal by email.

If the Parish Council are not a consultee, then the information will come through every Monday on a weekly update on all planning applications that have been received including “information only” applications.

**07/03/2024 Finance.**

7.1 It was proposed, seconded and ALL were in favour to approve the below schedule of payments for March 2024.

<b>PAYEE</b>	<b>Details</b>	<b>Total Payments</b>	<b>Powers</b>
Clerk's Salary	March Payroll	£1,152.84	LGHA 1989 s7
HMRC	PAYE and NI January	£353.07	LGHA 1989 s7
HMRC	Employer NI January	£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	£80.88	LGHA 1972 s.266
SCDC	Monthly collection charge	£256.00	Litter Act 1983 ss5,6
CAMBROSE	Repair on Electric Boiler – Pavilion	£91.25	LGA 1953 s4
CAPALC	Councillor Training - 30th September	£75.00	LGFA 1992, s.41
CAPALC	Councillor Training - 15th July	£75.00	LGFA 1992, s.41
CAPALC	Chairmanship Training	£50.00	LGFA 1992, s.41
Viking	Stationery Order	£98.14	LGHA 1972, s.133
EIBE	Playground Equipment	£53,929.48	S106
EIBE	Hire of mats for Green	£1,588.80	OSA 1906, s.10
Over Enterprise	Hire of Seminar Room	£45.00	LGA 1972, s.133
D Bridgman	Handyman - Cleaning Pavilion, Emptying Bins, Centre Maintenance, Petrol	£296.63	LGA 1953, s.4
D Bridgman	Reimbursement of Defib Battery	£246.00	LGHA 1972, s.133
MC Garden Maintenance	Grass Cutting the Community Centre	£60.00	OSA 1906, s.10
	<b>Total</b>	<b>£58,619.77</b>	-
<b><u>Costs relating to The Green (Registered Charity 300418)</u></b>			
MC Garden Maintenance	Grass Cutting the Green and Verti Draining	£468.00	OSA 1906, s.12
	<b>Total</b>	<b>£468.00</b>	-
<b><u>Receipts</u></b>			
Football Youth	February Invoice	£80.00	
	<b>Total</b>	<b>£80.00</b>	

**08/03/2024 Pavilion Update.**

8.1 –The clerk advised members of the PC, Walton Painting and Decorating will be decorating the pavilion w/c 21<sup>st</sup> May.

8.2 – The clerk advised the CCTV at the Pavilion is working, however due the CCTV only covering the area around the Pavilion it has not recorded the vandalism at the play area.

8.3 – The clerk advised members of the PC she has had a resident enquire about hiring the pavilion three days a week for a pop-up café.

**09/03/2024 Health and Safety Update / Handyman's Report.**

No report received.

**10/03/2024**

**Highways Update.**

The below update was received from Cambridgeshire County Council Highways -

- Glover street - recent failed repairs were picked up by the contractor at no extra cost. More intervention level works have now been ordered along this stretch.
- Long Furlong intervention level defects x 25 have been raised under an urgent order.
- Anglesey way - trees and vegetation has been flailed back due to overhanging the carriageway.
- Anglesey Way - reported potholes have been ordered.
- Mill Road - potholes that have been missed have been ordered on an urgent order.
- Longstanton Road - vegetation blocking views of the 30 MPH signs on entering the village has been ordered and were completed on the 7<sup>th</sup> March 2024.
- Junction of Mill Road/Willingham Road - trees and hedges have been cut back next to the community orchard.
- Willingham Road - new pothole has been marked and ordered.

Reports are coming in faster than the Highways can respond to them, they are continually working on the potholes, this is probably 80% of the issues. They are now just working on reactive works but as we come towards the end of March, they will be looking at more preventative works as we move into the better weather.

**11/03/2024**

**Sports Club Update.**

11.1 – An email was received from Jane Reeson (Cricket Club) advising the new shelves in the container are not secured to the bracket so when taking off the equipment from the shelving the wood moves and looks unsafe. She has asked if the Parish Council would purchase a small set of steps to make it easier when taking the equipment on and off the shelves. Cllr R Robinson advised he will speak with Andrew Wookey to fix the shelves in the container. It was agreed for the parish council not to purchase steps for inside the container due to health and safety. They do not want to be held responsible if someone falls off the steps when trying to get equipment.

Members of the Parish Council raised their concerns that the new football field at the Community Centre is not being created on the same level as the current Recreation Ground. It appears that Hayfield have tried to avoid carting soil away from the site and will need to correct this. Cllr G Twiss advised he will contact SCDC Planning Authority without delay.

**12/03/2024**

**Green Playground Maintenance and Update.**

The Parish Council have agreed for Eibe to compile a maintenance schedule for the play equipment and arrange for an independent sign-off on the safety of the equipment that has been installed on the village Green once the project is complete. The cost for this is £564.00 inc VAT.

Cllr M Grange advised the site meeting with residents regarding their concerns about the play area went well, he advised the following ~~have been agreed~~ were discussed, to install three additional small signs in the play area, to let the village hedge grow taller to create a sound barrier and privacy for residents, the zipwire ~~will~~ could be chained up at night and when cricket matches are playing, to try and thicken the hedge which will close the gaps and to keep communication open with residents. *(Minute amended on 17<sup>th</sup> September 2024 at Over Parish Council meeting – minute reference 05/09/2024 5.3)*

Cllr G Twiss advised that a gap had been created in the Green hedge neighbouring property, along with a gate. A letter has been sent by post to the resident telling them to stop using

this access immediately and to reinstate the hedge to its previous condition as soon as possible.

**13/03/2024 Proposal for the Playground at The Community Centre.**

Cllr J Davies advised members of the PC that Eibe and Wicksteed have submitted design proposals for the upgrade of the play area at The Community Centre. She advised that the Play Equipment Working Group are meeting next week and will have an update for April's meeting.

**14/03/2024 Skate Park Update.**

Cllr M Grange advised there is a community engagement and fund-raising event being held on the 26<sup>th</sup> March at Over Community Centre. Betong Park who have been appointed to design the new skate park will be at this event to answer any questions residents may have. OSKA Group have asked the Parish Council to hold their funds for the Skate Park in the Parish Council's bank account.

**15/03/2024 Overcote.**

15.1 – Cllr G Fenn advised due to the flooding at Overcote the bins that were installed last summer are now damaged. He advised he will research the cost to install concrete bins and give an update at April's meeting.

**16/03/2024 Subsidence Claim – 7 Station Road.**

A subsidence claim has been received from Trinity Claims regarding the subsidence that has occurred on the garage relating to 7 Station Road. An arborist report has been completed and it has advised the following tree works need to be completed - T2 Willow Remove (cut to ground level and treat stump) T3 Willow Re pollard within 3-4 months and then again, every 3-4 years. As this land falls outside the conservation area, the parish council agreed to remove both Willow trees without prejudice and will plant two new trees in a different location in the village.

**17/03/2024 Reports on Village Charities.**

17.1 Hanson Aggregates – Cllr R Robinson advised he is attending a meeting on the 13<sup>th</sup> March so will update at April's PC meeting.

17.2 Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches. – Nothing to report.

17.3 Over Community Association – Cllr J Davies advised OCA are waiting on UKPN to attend for the new EV charging points for the carpark.

17.4 Over Day Centre – Cllr R Day advised their focus is to increase resident numbers at the Day Centre.

17.5 Community Warden - the clerk advised Age UK are experiencing financial difficulties and they have had very positive and supportive discussions with South Cambridgeshire District Council, following which a report has been published, with a recommendation to fund the shortfall for 2024 – 25, an update will be given after the 12th March budget meeting.

17.6 OSKA Group Update - See ref 14/03/2024.

17.7 Play Equipment Group Update – See ref 12/03/2024 & 13/03/2024.

**18/03/2024 Correspondence and Communications.**

- Damage to the pathway near Sandpit Close – the clerk advised as this is the responsibility of Cambridgeshire County Council this has been reported to Highways.
- Defib Cabinet near the School – the clerk advised the reason why the defib is not in the cabinet near the school is because we are waiting for a new battery for the defib to be delivered. She advised the defibrillator was taken out of service on the Circuit website so anyone who needed to use the defibrillator would have been informed by the ambulance service the nearest working defibrillator is the Community Centre. The clerk advised she will post a message on Facebook to inform residents when the defibs are out of service.
- An email was received from Community Enterprise advising the new hourly rate to hire the seminar room is £13.50 plus VAT.

**19/03/2024 Items for next agenda.**

**20/03/2024 Date of next PC meeting.**

9<sup>th</sup> April 2024, 22<sup>nd</sup> April APM, 14<sup>th</sup> May 2024, 11<sup>th</sup> June, 9<sup>th</sup> July

**CLOSE OF MEETING – 21:45**