

Over Parish Council



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MINUTES

10th December 2024

A full Parish Council meeting for Over Parish Council was held on 10th December 2024 at 19.00pm in the White Room at Over Community Centre.

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

Emily Pacey – Clerk and Responsible Financial Officer.

Co – Option Meeting

01/12/2024 Apologies for Absence.

No apologies for absence received.

02/12/2024 Co-option of Councillors to fill current vacancies.

The co-option of Councillor for Over Parish Council did not take place due to no application form received.

Full Council Meeting

01/12/2024 Public Participation.

No members of the public attended the meeting

02/12/2024 Reports from County and District Councillors.

2.1 – County Councillor - CCllr F Thompson’s monthly report was circulated to members of the PC prior to the meeting.

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

Cllr S Couper advised he doesn’t think the Council Tax charge for empty properties that SCDC are enforcing is very significant compared to other Councils.

SCDC is offering Six Free Trees (or a large potted tree) to parish councils across the district to help create habitats and food for wildlife. It was agreed for the Parish Council to apply for six free trees.

03/12/2024 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.

04/12/2024 To receive and approve apologies for absence.

Cllr F Thompson and DCllr B Handley sent their apologies.

05/12/2024 To receive and approve the minutes of the previous meeting held on 12th November 2024.

5.1 It was proposed, seconded and all were in favour of approving the minutes of the previous meeting held on the 12th November 2024.

5.2 Cllr G Twiss signed the minutes.

06/12/2024 Planning / Tree works Applications Update.

- 24/04114/HFUL - 28 Unwins Lane Over Cambridgeshire - Demolition of existing garage. Part two storey, part single storey front, side and rear extension, front canopy, and application of external render. - Over Parish Council have no objection to this planning application.
- 21/05187/CONDB - 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.
- 24/04309/HFUL - The Farmhouse The Fruit Farm Willingham Road - Partial demolition of existing dwelling and erection of replacement single storey side/rear extension. – Over Parish Council have no objection to this application.

Cllr G Twiss advised he attended the planning forum that was held by South Cambridgeshire Council. He advised they have updated their software package and now you can view all s106 payments dating back to 2008 online.

They also confirmed that all planning breaches will now need to be reported online - <https://forms.scams.gov.uk/reportabreachofplanningcontrol/launch>

It was agreed to report Hayfields planning breach for Mill Pits once again using this online form.

07/12/2024 Finance.

7.1 It was agreed to approve the below schedule of payments for December 2024.

December 2024 Schedule of Payments				
PAYEE	Details	Total Payments	Powers	Type of payment
Clerk's Salary	December Payroll	£1,200.15	LGHA 1989 s7	SO
HMRC	PAYE and NI December	£357.35	LGHA 1989 s7	BACS
HMRC	Employer NI December	£119.29	LGHA 1989 s7	BACS
NEST Pension	Employer contribution	£48.67	LGHA 1989 s7	Card
NEST Pension	Employee contribution	£64.90	LGHA 1989 s7	Card
Microsoft	Monthly Charge	£63.24	LGHA 1972 s.266	Card
SCDC	Monthly collection charge	£224.25	Litter Act 1983 ss5,6	DD
Over Enterprise	Hire of Seminar Room - November	£48.60	LGA 1972, s.133	BACS
MC Maintenance	Grass cutting Community Centre	£360.00	OSA 1906, s.10	BACS

Royal British Legion	Wreath	£20.00	s137	BACS
Betong Limited	Site Survey - Skate Park	£7,256.22	S106	BACS
Krystal Hosting	Annual domain - overvillage	£132.00	LGHA 1972	Card
British Gas	Pavilion	£87.11	PC Act 1957 s.3	DD
Anglian Water	Pavilion	£100.30	PC Act 1957 s.3	DD
D Bridgman	Handyman Maintenance / Cleaning	£340.00	LGA 1953, s.4	BACS
	Total	£10,422.08	-	
Grants				
		-	-	
Santa Sleigh	Insurance to cover Santa Sleigh ride around the village	£130.00	s137	Bacs
	Total	£130.00		
	-	-		
Costs relating to The Green (Registered Charity 300418)				
		-		
MC Maintenance	Grass cutting the Green	£420.00	OSA 1906, s.10	Bacs
		-		
	Total	£420.00	-	
Receipts				
H Turton	Pavilion Hire	£30.00		
Football Youth	November invoice	£155.00		
	Total	£185.00		

7.2 Significant Items for 2025/2026 Budget – Cllr M Grange proposed a three-year programme for updating and maintaining play equipment. It was agreed the final budget and precept will be set at January’s meeting.

08/12/2024 Overcote Update.
No update.

09/12/2024 Pavilion / Green Update.
9.1 – CCTV – No update.
9.2 –The quote from Flexe Clean for £200.00 plus VAT to do a professional clean of the flooring at the Sports Pavilion was approved.
9.3 – Village Green Hedge – The Clerk advised after speaking with residents about their preference of the height of the village green hedge, the majority of residents wishes for the for the height to be 10ft.
As the height of the hedge is not known Cllr G Fenn advised he will measure the height on Friday and report back to the Council before a decision is made.

10/12/2024 Reports from Reps on Village Organisations.
10.1 Hanson Aggregates – Nothing to report.
10.2 Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches. – Nothing to report.
10.3 Over Community Association. – Cllr J Davies advised the resurfacing of the carpark at the Community Centre is scheduled for January. The electric charging points have now been installed but now waiting on UKPN to install power. Cllr J Davies, Cllr G Fenn and OCA are having a site meeting with Betong on Friday to discuss access for when the new skate park is installed.
10.4 Over Day Centre – Cllr R Day advised the Over Day Centre’s Annual General Meeting is being held on the 7th January and their annual report will be circulated soon.

10.5 Community Warden – Nothing to report.

10.6 OSKA Group Update – Cllr M Grange advised following on from the recent drainage survey the skate park design has had to be amended and are waiting on a new design. Work at the skatepark is due to start in the middle of January.

10.7 Play Equipment Group Update. – Cllr J Davies advised the Community Centre play area should be completed by the end of the week. The play area will remain closed until the RoSPA inspection has been completed.

11/12/2024 Handyman’s Job Description.

Following on from the meeting with Cllr G Twiss, Cllr J Davies, Cllr G Fenn and the Clerk an updated Handyman’s job description was circulated to members of the PC prior to the meeting. It was agreed for Councillors to send their comments and amendments of the job description to the Clerk prior to January’s meeting.

12/12/2024 Recreation ground and Ongoing grounds Maintenance.

Cllr G Twiss advised there is no record in the minutes from the last three - four years of what maintenance the Parish Council have undertaken on Parish Land. It was agreed there would be a reoccurring agenda item for Maintenance to Parish Land.

Following on from the correspondence received from the Football Club, it was agreed for the Parish Council to respond advising they are satisfied with MC Maintenance and the Football Club need to communicate directly with OCA.

Cllr Twiss was asked to clarify the arrangements made at a meeting between the Parish Council and OCA for the future management of the additional football pitch and the extended recreation ground.

13/12/2024 Sandpit Pond.

Cllr G Twiss, Cllr J Davies, Cllr G Fenn, the Clerk and the Handyman had a site meeting with Cambs Acre to discuss ongoing maintenance for Sandpit Pond. It was agreed that work on Sandpit Pond will be undertaken in the Spring.

14/12/2024 Greater Cambridge Supplementary Planning Documents – Consultation.

Members of the Council advised they have looked at this consultation, but as the documents totalled several hundred pages, they were unable to read all the documents and therefore unable to comment on the consultation. It was agreed to submit a holding objection and ask for a summary document before they can submit their views.

15/12/2024 Quotation for Tree Works at Giffords Way.

The quote from Atlas for £780.00 plus VAT for the tree/hedge works at Giffords Way was approved.

16/12/2024 Items for next agenda.

Final Budget / Precept for 2025/2026.

17/12/2024 Date of next PC meeting.

14th January 2025, 11th February 2025, 11th March 2025, 8th April 2025, 13th May 2025.

CLOSE OF MEETING – 20:57