

Over Parish Council



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MINUTES

11th February 2025

A full Parish Council meeting for Over Parish Council was held on 11th February 2025 at 19.00pm in the Seminar Room at Over Community Centre.

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

Emily Pacey – Clerk and Responsible Financial Officer.

Apologies – Cllr R Day.

Full Council Meeting

01/02/2025 Public Participation.

No members of the public attended the meeting.

02/02/2025 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.

Local Government Reorganisation - An announcement by the Government in December on the future shape of local government is being followed through at breakneck speed. The Government wants elected Mayors, and no two-tier (county and district) councils anywhere. Areas without Mayors are being prioritised to get them, and two-tier council areas are being invited to submit proposals for moving to single-tier ‘unitary’ councils in the coming months. The Government’s specification for new unitary councils continues to emerge. Broadly, new Mayoral authorities should have a population of around 1.5 million.

Each Mayoral authority should have at least two unitary councils under it. Each of these councils should have a population of at least 500,000.

Town and Parish Councils are being advised to seek advice from CAPALC and NALC on how this affects them.

Highways Update - As part of the 2025/26 maintenance programme, several roads and footpaths in our area will undergo surface treatment to improve durability and safety.

- Gravel Bridge Road & Longstanton Road will receive Gripfibre Treatment this summer, with final pre-patching work due before then, some took place in December.

- Glover Street & Long Furlong, originally set for Micro Asphalt Treatment, have been upgraded to Gripfibre for better resilience. Inspections will ensure potholes and defects up to 30mm deep are filled where the surface is structurally sound.
- Fen End - Highways officers are assessing solutions for a blocked drain causing repeated flooding and road damage at the top of the road near the junction. With parked cars forcing traffic onto one side, erosion has worsened, and recent patch works has failed due to a lack of tarmac foundation. A long-term maintenance plan is being explored. These works aim to improve road conditions while ensuring cost-effective solutions.
- Footpaths on Glover Street, Long Furlong, and Fen End are scheduled for Footway Slurry Treatment in 2025/26.
- For Longstanton Road and Gravel Bridge Road edge erosion, given the high cost of a full-depth structural repair, would require digging to a depth of around 500mm, which would be a major project needing special funding. The Gripfibre Treatment will take place this summer and officers will look thereafter to reinforce eroded edges with road planings, topsoil, grass seed, and verge marker posts, and add edge lines to guide road users and protect the carriageway. This is by far a more effective solution and will need confirmation if this can take place in 2025/26.

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

03/02/2025 To receive declarations of interest.

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.

04/02/2025 To receive and approve apologies for absence.

Cllr R Day sent his apologies.

05/02/2025 To receive and approve the minutes of the previous meeting held on 14th January 2025.

5.1 It was proposed, seconded and all were in favour of approving the minutes of the previous meeting held on the 14th January 2025.

5.2 Cllr G Fenn signed the minutes.

06/02/2025 Planning / Tree works Applications Update.

- 25/00240/S73 - 25 Station Road Over Cambridgeshire - S73 to vary condition 2 (Approved plans) of planning permission 23/02812/FUL (Subdivision of existing garden plot and the erection of a detached dwellinghouse including the stopping up of the existing driveway access and creation of new vehicular access to Station Road - resubmission of ref: 22/00664/FUL) to amend the position of the proposed dwelling on the site. – Over Parish Council have no objection to this planning application.
- 24/03979/CL2PD - Elm Court Drings Close Over - Certificate of lawfulness under S192 to convert existing hub office into 1 3bed residential unit. (For Information, Application has been withdrawn)
- 25/00368/HFUL - 9 Willingham Road Over Cambridgeshire - Single storey rear extension. – Over Parish Council have no objection to this planning application.

07/02/2025 Finance.

7.1 It was proposed, seconded and all were in favour to approve the schedule of payments for February 2025.

PAYEE	Details	Total Payments	Powers	Type of payment
Clerk's Salary	Payroll	£1,200.15	LGHA 1989 s7	SO
HMRC	PAYE and NI	£357.35	LGHA 1989 s7	BACS
HMRC	Employer NI	£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	£48.60	LGA 1972, s.133	BACS
Atlas Tree Surgery Ltd	Tree works - 63/65 The Doles	£816.00	OSA 1906, s.10	BACS
Eibe	Playground Signs - Community Centre	£464.40	OSA 1906, s.10	BACS
D Bridgman	Handyman Maintenance / Cleaning	£323.00	LGA 1953, s.4	BACS
Cambs Acre	Membership Fee	£72.00	LGA 1972 s143	BACS
Care Check	DBS Check for checking CCTV	£67.00	LGA 1972	Card
Betongpark Ltd	Skatepark Project - <i>(1st Instalment of 30% of project value ex VAT (£69,000 ex VAT)– to be paid upon signing of contract, to cover design work done to date towards detailed design, planning, mobilisation and site sundries and preliminaries)</i>	£82,800.00	Grant Funding	BACS
	Total	£86,668.85	-	
	-	-		

08/02/2025 Overcote Update.

Nothing to report.

09/02/2025 Pavilion / Green Update.

Cllr G Fenn informed members of the Parish Council that the Handyman will be restoring the bench that has been stored behind the Pavilion. Additionally, he will discuss with the Handyman the different options we have of closing the gap that has been created in the Village Green hedge.

10/02/2025 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. – Cllr G Fenn informed members of the PC, a meeting was held on the 10th of February. He stated that all grant applications have been approved, and work will start be starting in the spring on the shutters at the Town Hall.

10.3 Over Community Association – Cllr J Davies reported that the resurfacing of the car park at the Community Centre has been completed. Additionally, the installation of electric charging points has been finished, and the connection of these points is pending.

OCA plans to install grant-funded solar panels for the Community Centre.

10.4 Over Day Centre – Nothing to report.

10.5 OSKA Group Update - See item agenda 11/02/2025.

10.6 Play Equipment Group Update. See item agenda 12/02/2025.

11/02/2025 Skatepark Project Update / Signing Agreement Between Betongpark Limited and Over Parish Council.

Cllr M Grange informed members that Betongpark has begun removing equipment in the skate park, laid track mats, and will install Heras fencing. A site meeting is being held on the 12th February with Betongpark to address the issues with the football pitches at the Community Centre.

The draft contract between Over Parish Council and Betongpark Limited was circulated to members of the PC prior to the meeting. After reviewing the contract in detail Over Parish Council have the below requests.

- A detailed set of drawings with measurements needs to be provided by Betong.
- The Risk Assessment needs to mention of there being a high likelihood of young children present near the site, and the relevant mitigations being considered.
- Clause 4.10 needs to be removed.
- Up to date insurance documents.

Cllr G Fenn and Cllr M Grange signed the JCT contract between Betongpark and Over Parish Council with Cllr J Davies as witness.

12/02/2025 Completion Certificate for The Community Centre Play Area.

A report from the Handyman, circulated to members of the PC prior to the meeting, indicates that the surface at the play area at the Community Centre is uneven and has become a trip hazard. Members of the PC agreed that a site visit between Eibe Play Ltd and Councillors needs to be held before Over Parish Council signs Eibe's completion certificate.

Correspondence has been received from a resident raising issues with the new play equipment at the Community Centre and has requested the Parish Council make slight changes.

The Parish Council have investigated the issues the resident has raised and considered the options. The Parish Council are planning small additions to the Community Centre play area, but this will not include modifications to existing play equipment.

The refurbishment of both the Village Green and the Community Centre play areas provides a diverse range of challenges for children of all ages and abilities, across the two sites.

13/02/2025 20MPH Funding 2025/26 Applications.

Since Over Parish Council's 2024/2025 20MPH application was unsuccessful, it was decided to reapply for 2025/2026. Cllr J Davies and the Clerk will draft the new application and circulate it for approval at March's PC meeting.

14/02/2025 Cambridgeshire County Planning Local Validation List Consultation.

Over Parish Council have no comment on Cambridgeshire County Planning Local Validation List.

15/02/2025 Maintenance to Parish Land (including ponds).

Nothing to report.

16/02/2025 Items for next agenda.

- Quotation for the refurbishment of the church benches.

17/02/2025

Date of next PC meeting.

11th March 2025, 8th April 2025, 13th May 2025.

CLOSE OF MEETING – 20:22