

Over Parish Council



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MINUTES

12th November 2024

A full Parish Council meeting for Over Parish Council was held on 12th November 2024 at 19.00pm in the Seminar 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.

Full Council Meeting

01/11/2024 Public Participation.

No members of the public attended the meeting.

02/11/2024 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 monthly report was circulated to members of the PC prior to the meeting.

2.3 – Police – No report was received. The clerk advised members of the PC the next coffee with a cop event is being held at the Community Centre on the 19th November from 10.00am – 12.00pm.

03/11/2024 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.

04/11/2024 To receive and approve apologies for absence.

No apologies for absence were received.

05/11/2024 To receive and approve the minutes of the previous meeting held on 8th October 2024.

5.1 It was proposed, seconded and all were in favour of approving the minutes of the previous meeting held on the 8th October 2024.

5.2 Cllr G Twiss signed the minutes.

06/11/2024 Planning / Tree works Applications Update.

- 24/03898/S73 - Land Adj 7 Station Road Over - S73 to vary conditions 2 (Approved plans), 8 (Arboricultural Method Statement and Tree Protection Strategy), 13 (Surface water drainage scheme), 17 (Details of the bricks, timber cladding and pantiles) and 18 (Hard and soft landscaping scheme) of planning permission 23/01296/S73 (S73 to vary condition 2 (approved plans) to amend the access location and removal of condition 8 (raised table) of planning application 22/01597/FUL (Erection of 8no of dwellinghouses and garages with associated development including a raised table, landscaping and open space)) to substitute the house types. – Over Parish Council have no objection to this planning application, however the PC wish for clarification on s73 land biodiversity which remains unresolved which the PC have previously opposed.
- 24/03823/HFUL - 40 Fen End Over Cambridgeshire - Front porch extension and garage conversion. – Over Parish Council have no objection to this application.
- 24/04082/HFUL - 13 Long Furlong Over Cambridgeshire - Single storey side extension following demolition of existing shed. – Over Parish Council have no objection to this application.

07/11/2024 Finance.

7.1 It was proposed, seconded and all were in favour of approving the schedule of payments for November 2024.

PAYEE	Details	Total Payments	Powers	Type of payment
Clerk's Salary	November Payroll	£1,464.63	LGHA 1989 s7	SO
HMRC	PAYE and NI November	£461.90	LGHA 1989 s7	BACS
HMRC	Employer NI November	£172.33	LGHA 1989 s7	BACS
NEST Pension	Employer contribution	£60.20	LGHA 1989 s7	Card
NEST Pension	Employee contribution	£80.27	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 - October	£48.60	LGA 1972, s.133	BACS
D Bridgman	Handyman Maintenance	£340.00	LGA 1953, s.4	BACS
D Bridgman	Pavilion Cleaning and CCTV	£170.00	LGA 1953, s.4	BACS
Pennon Waters	Water Charge	£67.02	Highways Act 1980	DD

Advanced Security	Call out charge and new hard drive for CCTV	£312.00	LGHA 1972	BACS
Amazon	Keypad for throwing line - Overcote	£16.65	LGHA 1972	Card
Phoenix Events	Event supervisor - Remembrance Parade	£652.06	LGHA 1972	BACS
	Total	£4,133.15	-	
Costs relating to The Green (Registered Charity 300418)				
		-		
	Total	£0.00	-	
Receipts				
Over Youth Football	October Invoice	£100.00		
	Total	£100.00		

7.2 Significant Items for 2025/2026 Budget – It was agreed to consider adding £30,000 for Over Youth Projects to the 2025/2026 budget, all other items for the budget will be discussed at December’s meeting.

7.3 It was noted the increase hourly rate for the Clerk as per NALC’s pay scale.

08/11/2024 Overcote Update.

8.1 Overnight camping at Overcote and Motorhome Parking - The Parish Council object to overnight camping at Overcote.

Due to parking restrictions of a motorhome (*You cannot park your motorhome on a public road between the hours of 9 pm and 6 am, and you cannot park it for longer than 72 hours in one place without the landowner’s permission. You also need to ensure that you are not causing an obstruction or nuisance to others*) it was agreed for the Clerk to report the motorhome that is regularly parked on Station Road to Highways Enforcement.

8.1 As the new bins have now been installed at Overcote it was agreed for the Clerk to contact MC Maintenance and ask him to remove the old bins and bases.

09/11/2024 Pavilion Update.

9.1 – CCTV – Nothing to report.

9.2 - Ideas for Internal Rearrangements at the Pavilion. – Nothing to report.

9.3 – Handyman Job Description – Following on from the meeting with Cllr J Davies, the Clerk and the Handyman, a list of jobs the handyman carries out for the Parish Council was circulated to members of the PC prior to the meeting.

It was agreed for the Clerk, Cllr G Twiss, Cllr J Davies and Cllr G Fenn to review the list of jobs and update members of the PC at December’s meeting.

9.4 Village Green Hedge – It was raised that the gap that was opened from a neighbouring property along the Eastern boundary of the Green has still not been restored and it is still being used as access to and from the Green. It was agreed for the Clerk to write to the owners of the property and advise the Parish Council will now be blocking off access from the green side.

As maintenance on the green hedge is due the height of the hedge was discussed. It was agreed to write to residents that are neighbouring the hedge and advise the PC are considering limiting the hedge height to 8ft but wish to know residents’ preference. Once neighbours have responded a decision on the height of the hedge will be made.

9.4 – Dogs off the lead – Correspondence has been received from a resident raising their concern of dogs being let off their lead on the village green. It was agreed for the Clerk to

contract CAPALC to see what legal powers the PC can use to enforce owners to keep their dogs on the lead.

10/11/2024 Reports from Reps on Village Organisations.

10.1 Hanson Aggregates – Cllr R Robinson advised there is no update, and the next meeting will be early next year.

10.2 Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches. – Cllr G Fenn advised a meeting was held on the 11th November, but he was unavailable to attend. He advised South Cambridgeshire District Council are proposing for the Town Hall to be registered on their Local Heritage List, he advised Town Lands are opposing to this proposal.

10.3 Over Community Association – Cllr J Davies advised the carpark at the Community Centre is being resurfaced and electric charging points are being installed in early January. She also advised OCA are looking to install solar panels at the Community Centre in the next twelve months.

Cllr G Twiss advised following on from the contact with Toby Williams (SCDC Development Manager, East Team) regarding Hayfield’s lack of progress with Mill Pits, where extensive works are required in the s106 Agreement to be completed before any houses on the estate are occupied he understood that Planning Officers are now engaging with the Compliance Team with this matter. Cllr G Twiss advised Hayfields must not allow more than thirty dwellings to be occupied until the whole of the football pitch has been fully set out and it must then be maintained for twenty-four months.

Cllr G Fenn advised Hayfields said it has been too wet to spray the weeds that are growing along the fence but should be completed this week.

10.4 Over Day Centre – Cllr R Day advised the quiz night that was held at the Over Day Centre raised £1,200.00. South Cambs District Council have finished the ground works at the Day Centre and now the next step is to build raised beds for wheelchair users which will be completed next year.

10.5 Community Warden – Nothing to report.

10.6 OSKA Group Update - Cllr M Grange advised due to Betong completing their drainage report, the skate park design has had to be amended slightly.

10.7 Play Equipment Group Update. – Cllr M Grange shared the new design of the play area for the Community Centre with Councillors. He advised installation of the new play equipment will begin w/c 25th November and it should take approximately three weeks to install.

11/11/2024 Risk Assessments.

The Clerk advised annual risk assessments should be completed on Church End Pond, Duces Pond, Sandpit Pond and Overcote Road Pond. It was agreed for Cllr G Fenn to look into this.

12/11/2024 Local Highways Initiative 2025/2026 Application.

The Clerk advised the Local Highways Initiative for 2025/2026 is now open and the closing date is the 10th January 2025.

As the Parish Council were successful on their LHI application for 2024/2025 of installing an MVAS along Overcote Road, it was agreed their LHI application for 2025/2026 would be to instal a buffer zone near the MVAS along Overcote Road. This is the next step for trying to reduce the speed limit along Overcote Road. The cost of installing a buffer zone is approximately £5,000.00, the PC would have to contribute 10% of this cost.

It was agreed for the Clerk and Cllr J Davies to complete and submit the LHI application on behalf of the PC.

Due to the batteries of the MVAS units not holding their charge, the PC are looking into the cost of replacing their current MVAS units in the village with solar panel units. It was agreed

for the Clerk to contact Cllr F Thompson to clarify how much s106 money Cambridgeshire County Council are holding for the PC.

13/11/2024 Future Plans for Play Areas.

Cllr M Grange advised the play area working group are seeking quotations for installation of activity panels and a pergola for shade at the Community Centre play area.

He also advised he is working on drafting a consultation for residents for their views of installing picnic benches at the village green play area.

Football Club Update – It was agreed Over Parish Council support the Football Club on their funding raising activities.

14/11/2024 Items for next agenda.

- Draft Budget 2025-2026.

15/11/2024 Date of next PC meeting.

10th December 2024, 14th January 2025, 11th February 2025, 11th March 2025, 8th April 2025, 13th May 2025.

CLOSE OF MEETING – 21:10