



# Over Parish Council Agenda

NOTICE IS HEREBY GIVEN of a Full Council Meeting of Over Parish Council to be held on Tuesday 10<sup>th</sup> August 2021 commencing 7.30pm in the main hall at the Community Centre

All Councillors are summoned to join the full council meeting  
M Pink Clerk/Proper Officer to Over Parish Council

*M. Pink*

*It is now a Legal requirement for Councillors to declare their interests in any of the following items at the beginning of this meeting ref: - Code of Conduct Localism Act 2011 c7.s27(3)/(b)*

**2021/08-01 Apologies for Absence**

**2021/08-02**

- To receive declarations of interest & requests for dispensations
- 2.1 To receive declarations of interest from councillors on items on the agenda
  - 2.2 For declarations of interest received, Councillors to inform the Chairman if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion
  - 2.3 To receive written requests for dispensations for disclosable pecuniary interests (if any)
  - 2.4 To grant any requests for dispensation as appropriate

**2021/08-03**

- Matters of Interest from County and District Councillors and PCSO **Information**
- 3.1 County Council – To receive report from County Cllr
  - 3.2 District Council – To receive report from District Cllrs
  - 3.3 Police – To receive report from Neighbourhood Police
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**2021/08-04**

Public participation – Resident request to make comments on agenda item 7.9  
***Comments submitted by the public in advance will be reported to the meeting***

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**2021/08-05**

- Minutes **Approval & Information**
- 5.1 To approve the Minutes of the Full Council meeting dated 12<sup>th</sup> July 2021 and any matters of accuracy arising.

**2021/08-06**

- General Data Protection Regulations (GDPR) **Approval & Information**
- 6.1 OPC to register with Information Commissioners Office as Data Controller
  - 6.2 Over Parish Council Data Audit to be noted
  - 6.3 GDPR Policy to be adopted
  - 6.4 GDPR Information Security Policy to be adopted
  - 6.5 GDPR Personal Data Breach Policy to be adopted
  - 6.6 GDPR Privacy notices to be reviewed - General Privacy and Privacy Notice re Employment
  - 6.7 Data Impact Assessment for Employment Recruitment to be noted
  - 6.8 Subject Access Request Forms to be noted
  - 6.9 Amended Document retention list to be noted
  - 6.10 GDPR Awareness Checklist for Councillors to be completed

**2021/08-07**

- Planning for Discussion and Comments
- 7.1 Application – 21/03030/CLUED - Charter Cottage Horse Ware - Certificate of lawfulness under section 191 to confirm that a material operation has occurred within the definition of section 56 of the Town and Country Planning Act. 1 in accordance with the approved planning permission S/1883/18/FL
  - 7.2 Application – 21/03102/HFUL - 16 Anglesey Way - First floor front extension
  - 7.3 Application – 21/03160/HFUL – 5 Meadow Lane – Single storey rear extension
  - 7.4 Application - 21/03098/S73 – 46 Station Road - Variation of conditions 6 (Surface Water Drainage), 7 (Landscape and Ecological Management Plan) and 8 (Hard and Soft Landscaping) of planning permission

20/01648/FUL (Erection of one no.4 bedroom and four no.3 bedroom houses following demolition of No. 46 Station Road and garage)

- 7.5 Application - 21/03311/HFUL - 8 High Piece Crescent - Single storey infill side/rear extension, following demolition of Conservatory. Replacement larger porch & Garage conversion

**Planning for Information Only or Comments if needed**

- 7.6 Application – S/2442/19/FL – The Piggery Haden Way Willingham - Amendment: Submission of Bat Roost Characterisation Report
- 7.7 Application - S/1224/18/CONDB - 45 High Street - Submission of details required by conditions 3 (Traffic Management Plan), 4 (Ecological Enhancement), 5 (Contamination), 6 (Foul Water Drainage), 7 (Surface Water Drainage), 8 (Boundary Treatment), 9 (Hard and Soft Landscaping) and 10 (External Materials) of planning permission S/1224/18/FL
- 7.8 Application - 20/04896/CONDA - 71 Station Road - Submission of details required by conditions 4 (Surface and Foul Water), 5 (Contamination), 9 (Biodiversity Enhancement), 13 (Traffic Management Plan), 16 (Carbon Emissions) and 18 (Bin and Cycle Storage) of planning permission 20/04896/FUL
- 7.9 Application - 20/01648/CONDC - 46 Station Road - Submission of details required by condition 11 (Foul Water Drainage) of planning permission 20/01648/FUL
- 7.10 Application - 21/0894/TTCA – Over Primary School – Various tree work
- 7.11 Application – 21/0908/TTCA – 73 High Street – Various tree work
- 7.12 Application – 21/0907/TTCA – 13 Church End – Various tree work

**2021/08-08** Finance

- 8.1 Approval of payments - £38,199.86 (list attached) **Approval**
- 8.2 Receipts to be noted - None **Information**

**Parish Council meeting suspended in order to discuss items relating to the Registered Charity for The Green (Charity number: 300418) Parish Council is Sole Trustee of the Charity**

**2021/08-09** The Green as a Charity

- 9.1 To request a donation from the PC for administration costs of £5,000 **Approval**
- 9.2 To open a new Treasurers bank account at Lloyds Bank for the administration of the Green Charity. Online application will need at least three Trustees to provide details **Approval**

**Parish Council meeting reconvened**

- 2021/08-10** To agree a donation to the Green Charity for administration costs of £5,000 **Approval**

**2021/08-11** Village Matters **Information & Approval**

- 11.1 Update on the Manderson Trust proposal for toilet facilities at Overcote

- 2021/08-12** Items for future meetings - Local Highway Initiative Bids to be discussed in September

**ANNUAL PARISH MEETING DATE**

**Tuesday 21<sup>st</sup> September 2021 7.30pm Main Hall Over Community Centre**

Invoices for approval to date - 31st July 2021						
Village			Total Payments	Total Receipts	Powers	Type of payment
<u>Direct Debits:</u>						
British Gas Lite	The Pavilion - Electricity	80.70			LGHA 1972, s.133	DD
Eon	Street Lighting Energy Apr - June	148.12			Parish Councils Act 1957, s.3	DD
<u>Invoices received:</u>						
D Bridgman:	Handyman tasks, July - Village	720.04				online
	Handyman tasks, July - Pavilion	98.00				online
			818.04		LGA 1953, s.4	
Clerk's Salary - July 2021	Gross £1337.19		1,004.97		LGHA 1989, s.7	SO
HMRC	PAYE and NI July		415.05		LGHA 1989, s.7	online
BSSR	Overcote work from precept 2021/2022		23,694.40		OSA 1906, s.10	online
Create Signs	2 x welcome to Overcote signs		448.80		LGA Misc Prov 1976, s.19	online
Barriers Direct	posts		165.34		OSA 1906, s.10	online
Viking	H&S items for the Pavilion		68.09		LGHA 1972, s.133	online
<u>Grant requests</u>						
OCA	Doors at Centre		10,562.50		Local Govt (Misc Prov) Act 1976, s.19	online
	<b>Total Payments for the Village:</b>		<b>37,406.01</b>			
<b>Costs relating to The Green (Registered Charity 300418)</b>						
D Bridgman:	The Green, July maintenance work		500.31		LGA 1953, s.4	online
Agrovista UK	Pitchcare Spray Paint 610GRASS0200		237.00		OSA 1906, s.10	online
	<b>Total Payments for The Green:</b>		<b>737.31</b>			
	<b>Total Payments to be made for July</b>		<b>38,143.32</b>			
<u>Payment made by D Card</u>						
Optimum Card	monthly charge x 1		1.99		LGA 2003. s.93	Dcard
Amazon	Signs and fixings		54.55		OSA 1906, s.10	Dcard
	<b>Total Payments already made for the Village:</b>		<b>56.54</b>			
<b>Receipts</b>						
					-	

Dates for forthcoming meetings 2021: 14<sup>th</sup> Sep, 12<sup>th</sup> Oct, 9<sup>th</sup> Nov, 14<sup>th</sup> Dec.