

Over Parish Council



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MINUTES

9th January 2024

A full Parish Council meeting for Over Parish Council was held on 9th January 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 C Wadsworth, Cllr G Fenn, Cllr G Theobald and CCllr F Thompson.

Emily Pacey – Clerk and Responsible Financial Officer.

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

Full Council Meeting

01/01/2024 Public Participation.

No members of the public attended the meeting.

02/01/2024 Reports from County and District Councillors.

2.1 – County Councillor – Cllr F Thompson’s monthly report was circulated to members of the PC prior to the meeting. Cllr R Day asked if Civil Enforcement would enforce parking tickets for cars parking on pavements, Cllr F Thompson advised this is SCDC department and she will follow this up with DCllr B Handley. Cllr F Thompson advised flooding has been a problem and the government are offering £500 per property that has been affected by flooding in council areas with more than 50 affected homes. Cllr F Thompson advised she will follow up the flooding that has happened in a resident’s garden with the DART team.

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

2.3 – Police – no report received.

03/01/2024 To receive declarations of interest.

Cllr J Davies – Trustee of Over Community Centre

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

Cllr R Day – Trustee of Over Day Centre.

- 04/01/2024 To receive and approve apologies for absence.**
Cllr A Lythgoe and DCllr B Handley sent their apologies.
- 05/01/2024 To receive and approve the minutes of the previous meeting held on 12th December 2023 (co-option and Full Council minutes.)**
5.1 It was proposed, seconded and ALL were in favour to approve the co-option minutes and the Full Council minutes of the meeting held on the 12th December.
5.2 Cllr G Twiss signed the minutes.
- 06/01/2024 Overcote Working Group Update.**
Cllr J Davies advised members of the PC the Local Highways Initiative application for the installation of an MVAS on Overcote Road has been submitted.
The clerk advised members of the PC the 'No Camping Signs' for Overcote have been ordered from Constant and Co and should be delivered within 14 working days.
- 07/01/2024 20mph speed limit application.**
Cllr J Davies advised the 20mph speed limit application opens on the 15th January. It was agreed for Cllr S Couper to help Cllr J Davies with the application process. It was agreed for Cllr M Grange and the Clerk to complete a survey and a poster for the village consultation.
- 08/01/2024 Planning / Tree works Applications Update.**
- 23/04519/HFUL - 41A Glover Street Over Cambridgeshire - Single carport to front. – Over PC have no objection to this planning application.
 - 23/01296/CONDA - Land Adj 7 Station Road Over - Submission of details required by conditions 3(Future Management and Maintenance), 4(Site Adoption), 7(Traffic Management Plan), 8(Arbicultural Method Statement), 11(Construction Environmental Management Plan), 13(Surface Water Drainage),18(Hard and Soft landscape) and 21(Energy Statement) of planning permission 23/01296/S73. – Over PC object to this planning application on the basis they have concern if the drainage ditch has the capacity to take the excess water. Also, there is no clear arrangement what protection is in place for the responsibility / maintenance of the roads / green space if the management company was to fold.
- 09/01/2024 Finance.**
9.1 It was proposed, seconded and ALL were in favour of approving the below schedule of payments for January 2024.

| January 2024 Schedule of Payments | | | | |
|--|--|------------------------|---------------|-----------------------|
| PAYEE | Details | Type of Payment | Amount | Powers |
| Nest Pension | Employer and Employee Contribution | Card | £109.81 | LGHA 1989, s7 |
| Clerk | Payroll | Bacs | £1,152.84 | LGHA 1989, s7 |
| HMRC | PAYE and NI | Bacs | £353.07 | LGHA 1989, s7 |
| HMRC | NI Employer Contributions | Bacs | £111.87 | LGHA 1989, s7 |
| Over Community Enterprise | Hire of room - December | Bacs | £45.00 | LGA 1972, s 133 |
| SCDC | Monthly Charge for collection of rubbish in Over | DD | £256.00 | Litter Act 1983 ss5,6 |
| Microsoft | Monthly charge - Microsoft | Card | £71.77 | LGHA 1972, s.266 |

| | | | | |
|---------------------|---------------------------------------|------|------------------|-----------------|
| Krystal Hosting | Annual charge - Over Village Website | Card | £132.00 | LGA 1972 s142 |
| K Unwin Plumbing | Works on heating at the Pavilion | Bacs | £216.00 | LGA 1953 s4 |
| Npower | Electricity charge - Oct - Dec | DD | £50.27 | LGHA 1972 s133 |
| Over Day Centre | Grant as per budget set for 2023/2024 | Bacs | £5,000.00 | LGA 1972, s.137 |
| ICO | Annual Charge | DD | £40.00 | GDPR 2018 |
| Santa Trip | Grant | Bacs | £130.00 | LGA 1972 s137 |
| British Gas | Monthly Charge | DD | £99.66 | LGHA 1972 s133 |
| Cambridgeshire ACRE | Annual membership | Bacs | £65.00 | LGA 1972 s143 |
| D Bridgman | Pavilion Invoice | Bacs | £28.00 | LGA 1953 s4 |
| D Bridgman | Maintenance Invoice | Bacs | £98.00 | LGA 1953 s4 |
| | | | | |
| | Total | | £7,959.29 | |
| Receipts | | | | |
| Football Youth | December Invoice | Bacs | £20.00 | |
| | Total | | £20.00 | |

9.2 Appended is a budgetary control statement for the Revenue (Precept) Account as at 05/01/2024 showing expenditure of £81,015.95 and income of £278,754.14 compared with budgets, along with a bank reconciliation statement. It was proposed, seconded and ALL were in favour of approving the Financial Officers report for January 2024.

10/01/2024 Final Budget / Precept 2024/2025.

A draft budget had been circulated to members of the PC prior to the meeting and it was discussed in detail. With the increase of cost of living it was agreed by all members of the PC the precept for 2024/2025 will be set at a level that keeps the Parish element within the Council Tax bills the same as it was in 2023/24. With an increased number of properties in the village the overall precept increases by £1,326.00 to £91,326.00, with a further sum £7,865.00 being released from reserves to balance the budget.

11/01/2024 Village Updates.

11.1 To receive the Village Handyman's report – no report received.
11.2 To receive the Pavilion Report. – Cllr R Robinson advised the thermostat in the pavilion now has a protective cover over it. He advised he will obtain quotes for the plastering and decorating at the pavilion. The clerk advised she will speak with Mr Wookey to confirm the date the shelving in the container is being installed.

12/01/2024 Reports on Village Charities.

12.1 Hanson Aggregates – Nothing to report.
12.2 Over Relief in Need, and the Church and Town Lands Charity, Estate and Town Branches – Nothing to report.
12.3 Over Community Association. – Nothing to report.
12.4 Over Day Centre – Cllr R Day advised the annual report for Over Day Centre was published in December, he advised the Centre's focus for 2024 is their finances.
11.5 Community Warden – The clerk advised the next meeting is being held on the 31st January.
12.6 OSKA Group Update – Cllr M Grange advised they are moving forward with the skate park phase 1 and the next step is a site meeting with the contractor. He advised Eibe will not

be able to replace / repair the skate ramps at the skate park. The PC do need to investigate this as the skate ramps are now becoming a health and safety issue.

12.7 Play Equipment Group Update – Cllr M Grange advised the play equipment on the Green will be installed w/c 29th January. It was agreed for the rubbish bins that are being installed on the Green to be coated with anti-graffiti spray at a cost of £290.00 plus VAT.

13/01/2024 Correspondence and Communications.

- Over Carnival – the clerk advised members of the PC, Over Carnival will be held on the 13th July 2024.
- An email had been received from Tim Fisher advising he will be selling his Canoe Hire business that operates at Overcote. He has asked if the PC would consent to the canoe hire continuing at Overcote if it were passed onto someone new. Members of the PC agreed for the continuing of the Canoe hire at Overcote on the basis the new owner agrees to the same agreement and has the appropriate licenses and insurance. It was agreed to invite the new owner of the business to a Parish Council meeting.
- Cllr R Robinson asked if the Doles gates could now be locked, the clerk advised she will drop off all keys to Cllr R Robinson.

14/01/2024 Items for next agenda.

15/01/2024 Date of next PC meeting.

13th February 2024, 12th March 2024, 9th April 2024, 14th May 2024.

CLOSE OF MEETING – 21:20