

Over Parish Council

7.30pm

Minutes

Over Parish Council Meeting, held at The Town Hall, High Street, Tuesday 11th January 2011

PRESENT

Mrs R Wayman (Chairman)

Councillors : Mrs C Bidwell, Mrs S Bridgman, Mrs C Hardinge, Mrs H Hyde, Mr J Lewis, Ms J Lovett,
Mr T Sutton, Mr G Twiss

Clerk : Mrs L Miller

In attendance

Parishioners : none

County Councillor: Mrs S Johnstone

District Councillors: not present

Mrs J Bristow, Cambridgeshire County Council, Locality Team

Item	Power Action
<p>1 CHAIRMAN Mrs Wayman announced her resignation from the post of Chairman, due to personal commitments. Mrs Wayman would though, remain as a Parish Councillor. Nominations were requested for Chairman, Mrs Wayman proposed Mrs Hyde, seconded by Mrs Bidwell. Mrs Hyde accepted the nomination and was elected unanimously.</p> <p>Mrs Hyde thanked Mrs Wayman for her time as Chairman and took the Chair.</p> <p>As Mrs Hyde had been Vice-Chairman, nominations were requested for Vice-Chairman. Mrs Bidwell proposed Mrs Bridgman, seconded by Mrs Hyde. Mrs Bridgman accepted the nomination and was elected unanimously.</p>	
<p>2 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE Mr M Dixon</p>	
<p>3 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 14th December 2010 It was proposed, seconded and unanimously approved that the Chairman sign the Minutes with one amendment: Item 4, to change Pippin Walk to Pippin Close.</p> <p>Ms Lovett congratulated the Clerk on the presentation of the Minutes of the last meeting, which was supported by all other Councillors. The Clerk thanked the Council.</p>	
<p>3.1 Matters to report from previous minutes (for information)</p> <p>(i) Co-option to fill current vacancy – the Chairman reported that South Cambs District Council confirmed the vacancy could now be left until the elections in May.</p> <p>(ii) County Cllr Mrs Johnstone had passed information regarding the land in Pippin Close to Mr & Mrs Watkins. It is not County Council land.</p> <p>(iii) Affordable Housing – an officer from Cambs ACRE would attend the March Council meeting to speak about a Housing Needs Survey and affordable housing development.</p> <p>(iv) Gypsy & Traveller Development Plan. The District Council had now agreed amendments including the additional of a new site for consultation at Alwyn Park Caravan site, Over Road, Over. Further consultation on the proposals will be issued later this year.</p>	
<p>4 Meeting suspended to allow 10 minutes for the public participation forum and for persons declaring prejudicial interest relating to business to be transacted, to address the meeting. No addresses regarding prejudicial interests were made No members of the public were present. Public forum closed in order for the Parish Council meeting to continue.</p>	
<p>5 OVER YOUTH CLUB FUNDING AND COUNTY COUNCIL SUPPORT The Chairman welcomed Mrs J Bristow to the meeting, from the County Council's Cottenham and Swavesey Locality Team. Mrs Bristow spoke about County Council funding cuts for the year 2011/12 and how this would affect the youth support services. There will be budget cuts of approx 30% and the main area likely to be affected will be generic drop-in evening youth club support.</p>	

Over has a well-attended Thursday evening youth club. Originally established as an independent volunteer run club, three years ago the County Council was asked to help support the club and now assists by providing two paid staff members to work alongside volunteers. From 1st April 2011, the County will be unable to support these two staff, which could have a serious affect on the club.

Over Townlands Trust has been approached for funding support but is unable to help at present but replied that it will review the situation after September. County Cllr Mrs Johnstone reported that the Trust would consider a possible grant of between £500-£750.

Attendance is good and the club is used by young people of 11-18 years old. The last six months recording approx 200 attendances for regular club and activity events. The Club has its own bank account and so without future County support, could continue as an independent voluntary organisation. The County would be able to continue welfare and child protection advice and support.

Mrs Bristow asked if the Parish Council would consider grant funding, with a view to a commitment for at least three years. This would enable the County Council to plan for staff support. Following discussion Council replied that it would consider a basic grant with additional match-funding funding if the Club could carryout its own fundraising.

Mrs Bristow to clarify how a Service Level Agreement could be put in place if Parish Council funding were to be made available. JB

The Chairman thanked Mrs Bristow for her time and replied that the Council would consider grant funding within Agenda item 7, Budget and Precept for 2011/12.

Mrs Bristow left the meeting.

6 COUNTY & DISTRICT COUNCIL REPORTS

6.1 County Cllr Mrs Johnstone reported on:

- (i) Discussion held with local PCSO regarding parking, however no real progress made. The Police will monitor the situation. The next Neighbourhood Panel meeting is on 22nd February at Willingham Primary School.
- (ii) Northstowe Parish Forum, 12th January, Oakington Primary School. To include reports from the 3+3 Group (3 County & 3 District Cllrs) who review general local issues relating to Northstowe.
- (iii) A Chestnut Tree has been felled on County Highway land in Glover Street. Parish Council wished to know if the tree will be replaced and asked Cllr Mrs Johnstone to find out why the tree had been felled and why the Parish Council had not been consulted. Cllr J

Cllr Mrs Johnstone left the meeting.

6.2 District Council No District Council reports presented

7 SETTING OF 2011/12 BUDGET AND PRECEPT

Including approval of new donations to Village NHW Scheme and Youth Club

Accounts and draft budget figures circulated to Cllrs. It was noted that the figures for 2010/11 were to-date figures and not forecast to 31st March, therefore a like-for-like comparison with the previous year was not possible.

Budget figures were discussed in detail, together with proposals for additional budget headings to allow for new items and potential new service expenditure items, which may arise during the year once County and District Council cuts are confirmed. Full budget headings and figures detailed in separate Budget report.

Donations approved:

Over Day Centre. Proposal by Mrs Wayman, seconded and approved unanimously for the grant to remain at £1,500.00 1

Youth Centre. Mrs Wayman proposed, seconded by Mrs Hardinge that a one-off grant be provided in April 2011, to cover three years funding support at £2,000 per year, total grant £6,000. To also allow for a further £500 maximum per year for three years, match-funding provided the Youth Club carried out its own fundraising and reached at least £500. Carried unanimously. 2

Mr Twiss proposed, seconded by Ms Lovett that the total provision of £7,500 be taken from the un-earmarked general reserves.

- NHW Scheme. New budget heading to be provided. Approved unanimously to provide a grant of £250. **3**
- New budget headings** approved for:
- Election costs – to provide for potential 2011 costs of a maximum of £2,500 **4**
- Training for staff and Cllrs - £800 **5**
- NHW Scheme – as discussed above
- Reserve account: Village Maintenance (to include potential expenditure on winter gritting, street lighting, minor highway maintenance). To transfer £15,000 from un-earmarked general reserves into new reserve.
- Precept 2011/12**
The Chairman proposed, seconded by Mrs Bridgman that the Precept be set at £36,000. Vote recorded 8 in favour, 1 against. Proposal carried.
- 8 UPDATE ON POSITION OF CLERK AND RFO**
The Chairman reported that unfortunately the advertisement for the Clerk's vacancy had not yet been advertised. However following a recent discussion with Mrs Poulter, the Chairman would like to ask if the Council would consider re-employing Mrs Poulter. Following discussion Mr Lewis proposed that the Council defer its decision to advertise the vacancy for three months and to review the position of Clerk and RFO with Mrs Poulter. Seconded by Mrs Bridgman and carried unanimously.
It was further agreed to form a working party to review the job description, contract of employment and working conditions for the Clerk and RFO. Mrs Miller agreed to continue to support the work of the Clerk during this period, where required. The working party to consist of: Mrs Hyde, Mrs Bridgman, Mrs Bidwell, Mrs Miller and Mrs Poulter. **HH**
- 9 PLANNING**
- 9.1 Applications**
Work to trees subject to a tree preservation order at:
- (i) 7 Church End. Yew tree in front garden to be felled to the ground.
Mrs Wayman declared a prejudicial interest, as her mother owned the property.
No comments made.
- (ii) The Old Black Horse, High Street. Sycamore, crown to be thinned by 20%. No comments made.
- 9.2 Permissions**
Ref: S/1894/10/F – 103 Cox's End. Extensions and change of use of land from public open space to residential.
- 9.3 Refusals** - None received
- 9.4 Appeals** - Repeat Prescription Order Line Ltd and Over Healthcare Ltd. Appeals dismissed and therefore the application by Over Healthcare Ltd has been successful.
- 10 GREEN INCLUDING ENCROACHMENT**
Correspondence from Leeds-Day Solicitors regarding No. 2a Willingham Road and also regarding their terms and conditions. The issue of access by the Parish Council to the land forming the boundary of the recreation green is still unresolved. Following discussion the following was agreed:
- 1 Instruct Leeds-Day Solicitors to draw up the Licence Agreement relating to access and land between 2a Willingham Road and the recreation green. In a generic format.
- 2 Instruct a new Solicitor to advise on and resolve the issues relating to encroachment. **GT**
- Mrs Hyde to pass on correspondence and Mr Twiss to review situation on both of the above and liaise with the Chairman with regard to contacting Leeds-Day.
- 11 FINANCE**
- 11.1 To approve payment of outstanding accounts**
It was **proposed**, seconded and carried unanimously to approve the invoices as listed:
- | | |
|---|---------|
| Swavesey Parish Council – Clerk's hours | £97.50 |
| Sorrell Electrical | £125.72 |
| A&M Fencing | £781.38 |
| David Bridgman | £126.09 |
| David Bridgman | £28.00 |
| Cambridgeshire ACRE Subscription | £25.00 |

11.2 Local Government Act 1972, s137 Payments

The Clerk confirmed that the payment authorised at the last meeting for a Poppy Wreath and donation to the Royal British Legion is a S137 payment. The following was approved: **RESOLVED** that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interest of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- £50 to Over Royal British Legion for a Poppy Wreath for Remembrance Sunday and a donation to the RBL Funds.

12 WEBSITE

Mr Twiss reported on progress made on the Parish Council webpage and asked if data from Parish Council meetings could be forwarded to him as soon as possible after meetings to enable current information to be posted to the website. Mr Twiss to continue to update and improve the website.

GT

13 REPORTS FROM PC REPRESENTATIVES ON OTHER BODIES

NHW - Ms Lovett reported that the scheme now has 6 local co-ordinators, however a Deputy Village Co-ordinator is still required. Sgt Rogerson has been invited to launch the NHW Scheme at the Annual Parish Meeting. Publicity will be in Over News.

Over Day Centre – Mrs Bidwell reported that interviews are taking place for a Centre Manager and a Care Manager. The financial situation now is better, following recent successful fundraising.

14 PARISH PLAN - No report available**15 GENERAL CORRESPONDENCE**

- (i) CCC: Street party guidance; feedback information from P3 meeting in December
- (ii) SCDC: Future of Standards Board; Planning Policy News; Parish Council satisfaction survey – Chairman to complete and return
- (iii) CPALC: Localism Bill
- (iv) Orbit Homebuyers event at SCDC offices, Cambourne, 12th Jan – noted

16 REQUESTS FOR AGENDA ITEMS AND UPCOMING MEETINGS

Annual Parish Meeting will be held at Over Primary School on 28th April, 8pm.
 Risk Assessments
 Review of Green and Pavilion charges
 Rubbish at Overcote
 Review of Insurance in relation to voluntary workers
 Community Trees
 Winter gritting by Parish Councils – liaison with Longstanton Parish Council

Next meeting dates:

Full Council – 7.30pm Tuesday 8th February 2011

There being no further business, the meeting was declared closed at 10.40pm

Signed & dated
 Chairman

Powers of Expenditure

- 1 Local Government (Miscellaneous Provisions) Act 1976, s19
- 2 Local Government (Miscellaneous Provisions) Act 1976, s19
- 3 Local Government & Rating Act 1997, s31
- 4 Local Government Act 1972, s150
- 5 Local Government (Miscellaneous Provisions) Act 1982, 45
& Local Government Act 1972 Part VII, s111