

Girton Parish Council

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The Pavilion
Girton Recreation Ground
Cambridge Road, Girton
Cambridge CB3 0FH

Minutes of the Girton Parish Council Meeting held at 7.30pm on Wednesday 18th February 2009 at St Vincent's Close Community Centre

Present: S Clift (Vice Chairman in the Chair), J, Ford-Smith (Vice Chairman), E Bullman,
R Hodgkinson, V Godby, M Taylor(to Item 9/25), J Thorrold, R Gordon, L Sparling & C Starling.

Action/Pos

Cllr J Reynolds (Cambridgeshire CC), and T Bygott (South Cambridgeshire DC).
One member of the public was present.

In attendance: R Stone (Clerk); Mrs N Stone (PFO)

- 09/19 To receive apologies for absence
Received from Cllrs R Hiley, R Martin, P Starling, and M Wilson.
- 09/20 Members' declarations of interest for items on the agenda
None.
- 09/21 That Standing Orders be suspended for an Open Session for the public
Proposed: Cllr Clift Seconded: Cllr Gordon. Unanimous.

1. County Councillor's Report (*written report circulated in advance*)

Cllr Reynolds added that he had met with the Highways Agency to express residents concerns that the environmental issues relating the A14 improvement works were not being taken seriously. Officers of Cambridgeshire County Council supported this view. He highlighted the current consultation to lower the speed limit on the Huntingdon Road, and raised the issue of the three proposed clay borrow pits on either side of the A14. Crime had increased in the village since last year. He had asked the police to take this more seriously.

2. District Councillor's Reports

Cllr de Lacey (*written report circulated in advance*)

Cllr Bygott – Raised the current consultation on the transfer of council housing held by the District to a housing association. Extra services and building work would result. SCDC had set up a special fund of £150,000 to help small businesses that were in trouble. It had also undertaken to pay for any supplies received within 20 days. He would attend and advise Girton PC on a Sustainable Energy event run by SCDC.

3. Members of the public - No questions raised. The Chairman informally raised the question of arrangements for the Annual Parish Meeting. It was the general consensus of opinion amongst those present that an enthusiastic attempt should be made to draw more villagers to the meeting and that tentative arrangements should be made to secure speakers for that meeting. A motion would be placed before the next Parish Council meeting when formal decisions would be made on date, timing, format, and invitees.
4. Girton Town Charity, and Girton Youth Works Reports – not available.
5. Police report – Delivered by hand. 39 incidents had been reported in the last month. Car windows were smashed in Wilderspin Close and Hicks Lane, and car alarms set off in Duck End. A fight broke out in the Social Club requiring the attendance of the police, and a serious incident occurred when 4 students were robbed by two males in a vehicle.

6. Girton Feast Week Report – Cllr Starling said that arrangements were going well. A further donation of £500 had been received. This time from the Girton Parish News. The marquee had been booked, and a free concert, and Songs of Praise arranged. Stewarts were needed. Graham Clare had volunteered to advise on H&S. Public liability insurance would be cheaper to arrange for 12 months than for one event.
7. Footpaths and Rights of Way Report – In Cllr Starling's absence the Chairman reported on his behalf that a notice was required where the new footpath from Histon exited into the 10 Acre Field to tell dog owners the permitted dog walking routes.

Clerk – note for future action

09/22 That Standing Orders be reinstated, and the Council meeting resumed.
Proposed: Cllr Clift; seconded Cllr Bullman. Unanimous.

09/23 That the unconfirmed minutes of the Parish Council meeting held on 21st January 2009 be signed by the Chairman as an accurate record.
Proposed: Cllr Gordon; seconded: Cllr Bullman Approved with two abstentions.
Cllr Clift signed on behalf of the Council.

09/24 Matters arising from minutes (*not arising on the agenda*)

09/08	Parish Plan – Possible funding from Defra.	Inquiries made. Defra funding is administered by Cambridgeshire ACRE. Approach by Steering Group to CACRE has been refused because not made within 6 months.	
09/10	A14 letter to Andrew Lansley MP following minor changes and circulation to Council.	Despatched. No response to date. Andrew Lansley is holding a surgery in Girton on 20th March. Clerk has raised the possibility of a joint PC/SG meeting on A14 noise issues.	Clerk – to chase response
09/11	St Johns Field – renewal of lease from 24 th April 2009.	No response received from Savills, the agent, to date regarding extension of lease. Clerk has asked whether St Johns College would be prepared to consider selling the field.	Clerk – To chase response
09/15	Hedge on 10 Acre Field next to NIAB fence needs trimming.	Clerk to ensure on Agenda of next Environment Committee meeting.	Clerk
09/15	Wellbrook Way Committee – need to reconvene.	Meeting arranged on 12 th February 2009, and re-arranged to 24 th February 2009.	

09/25 To receive short reports on the meetings of the Committees of the Council.

Planning: NIAB Development – Four storey/16m housing on northern boundary raised with Cambridge CC. Residents in Thornton Close & The Brambles alerted to allow them to make representations about visual impact.

Environment: Notes on Environment Committee meeting circulated.

Town End Close – Overgrowth now largely cut back; work to prepare for fencing underway; Cambridge Water Company quoting for a water supply (will need a Street Works Licence costing £400); hedge laying delayed several years following new planting.

Woody Green/Duck End – has more parking space following work by Cllrs Clift & Gordon which has eased parking problems.

Smithy Green - Arrangements made for four trees to be felled in February.

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Pavilion floor – Successfully resurfaced.

Fire risk assessment – Has highlighted a number of risks within The Pavilion including need for electrical works.

Storage problems – Use of the “lift shaft” and space under stairs to office would be likely to generate smoke in the event of a fire and block escape routes. Storage the hall is being investigated.

Wellbrook Way – Currently all issues rest with the Wimpeys pending transfer of site maintenance to local authorities. The roads remain to be adopted under a Section 38 agreement, and no Section 106 monies have been received from the developer. Several planning matters remain to be resolved including the LEAP, bowling green and building. Planning officers at SCDC have yet to receive plans from Blakes, the landscape developer, and will not be able to consider these until April at the earliest.

09/26 That the Parish Council notes the informal consultation by Cambridgeshire County Council and Peterborough City Council on proposals for one clay borrowpit, and two “general fill” borrow pits within the parish, and debates the issues prior to taking a view on how to respond.

Concerns were expressed about the proposed site at Grange Farm. Noise and dust from heavy vehicles would affect the peaceful environment of those living in Gretton Court and Woodlands Park. More generally there was a need to have more information about the proposals for all about all three borrow pits particularly regarding the hours of work, and the landscape plan for each site after the works were completed.

Clerk – to draft letter & cc to Cllrs

9/27 That the Parish Council considers the three architects' quotes for the redesign of the entrance to the recreation ground, and determines which to accept.

Three quotations had been received from Tim Brading, Neil Cook, and Nick Twitchett. The Environment Committee recommended accepting the quote from Nick Twitchett based on the excellent work he had done on the Cotton Hall.

Clerk to notify each.

Proposed: Cllr Gordon; seconded Cllr Sparling. All in favour except for Cllr Godby who abstained.

09/28 That the Parish Council considers the quotes for exploratory works to determine the leak(s) from the Pavilion balcony, and determines which to accept. (*S&R Pavilion maintenance*)

Quotes were received from Thackray, B.S.V Construction Services Ltd & Coulson & Son Ltd. The Sports and Recreation Committee's recommendation to accept the quote from B.S.V Construction Services Ltd was agreed.

Clerk to notify each.

Proposed: Cllr Godby; seconded Cllr Hodgkinson. Unanimous.

09/29 That the Parish Council considers the quotes for electrical works in The Pavilion and determines which to accept. (*S&R Pavilion maintenance*)

These related to the Fire Risk Assessment of The Pavilion carried out for the Council by Graham Clare. Three quotes covering work in the roof storage area, and adjacent Parish Office were obtained from Geoff Peters Electrical, J Kilborn & Son, and P A Collacott & Co. This was considered urgent and therefore referred direct to the Council to make a decision. After noting the wide spread of prices quoted the Council decided to accept the quote from Geoff Peters

Clerk to notify each.

Electrical subject to a certificate of completion of the works being received.

Proposed: Cllr C Starling; seconded Cllr Sparling. Unanimous.

09/30 That the Parish Council notes that the Cambridgeshire Transport Commission is carrying out a follow up questionnaire to a survey carried out some months ago; takes a view on whether to respond; and who will lead. (*Deadline: 6 March 09*)

Cllr Ford-Smith said he had helped with the original survey and was happy to lead on behalf of the Council with the follow up questionnaire. He would ensure that disabled issues were covered.

Cllr James
Ford-Smith

09/31 To note that the Environment Committee has approved an artist to design a black squirrel motif for the Parish Council, and to gain ideas from Councillors on its use.

Councillors noted the new design which was considered suitable for multi use including Council notice boards, letter headings, and street furniture.

Clerk

09/32 That reports from Parish Councillors be received.

Cllr Godby said that she had attended the Neighbourhood Watch Panel Meeting. Poor communication within the village had been discussed. As the Police Liaison Officer on the Council she reported that subject to the agreement of magistrates two ASBOs would be served on local youths in the very near future.

Cllr C Sparling referred to the ongoing need to clear blocked drains within the village.

Cllr Gordon was critical of the standard of repairs on potholes on roads within the village.

09/33 Parish Clerk & PFO

i) To receive the proposed revised format for Parish Council agendas.

Noted, and agreed to be introduced on 18th March 2009.

ii) To receive and consider recommendations for improvements to the Parish Office's IT systems tabled by the Clerk to improve efficiency, protect data, and comply with software licensing.

Proposals by the Clerk were approved subject to a fire proof box being obtained to store the detachable hard drive.

Proposed: Cllr Clift; seconded Cllr Godby. Unanimous.

Clerk

iii) To receive an initial report on the Parish Council's finance procedures.

Noted. No comments other than a clear format and larger print should be used for balance sheets.

09/34 Correspondence

1. CPALC – AGM minutes, NJC pay scales & table of parochial fees (*info only*)
2. Renewal documents for Allianz Insurance wef 1st April 2009 (*Clerk – to action*)
3. Letter from Cambridgeshire CC And Peterborough CC on new sites propose for mineral & waste development. (*Item 09/26*)
4. Copy letter from Girton resident to Highways Agency on A14 development
5. Cambridgeshire Fire & Rescue Service – following visit to The Pavilion confirming that Council fire safety audit was satisfactory.
6. Cambridgeshire Transport Commission – an invitation to make our views known on improvements to public transport & congestion charging. (*Item 09/30*)

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09/35 That Girton Parish Council payments for the period 21st January 2009 to 17th February 2009 be approved.

Proposed: Cllr Clift; seconded Cllr Godby. Unanimous.

Payments are listed below.

The meeting ended at 9.42pm.

Payments	18-Feb-09	Combined PC/Rec payments			
Cq no.	Paid To	Description	Gross	VAT	net
102202	Paul Laston Garden Services	Reissue of cheque lost in post	3,471.00		3,471.00
102203	E.ON	Electricity charges Oct-Jan	2,413.97	314.87	2,099.10
102204	P A Collacott	Repairs to lighting	169.40	22.10	147.30
102205	W F Electrical	Electric lamps	21.18	2.70	18.48
102206	NCC (Cambridge) Ltd	Cleaning 5th Jan - 30th Jan	460.00	60.00	400.00
102207	Cotton Hall Foundation	Hire of hall	30.00		30.00
102208	Peter T Round	Grounds Maintenance - January	805.72	105.09	700.63
102209	J Wells	Relaying paving etc	150.00		150.00
102210	Cambridgeshire County Council	Street lighting	1,674.62		1,674.62
102211	Natalie Stone	Principal Finance Officer Wages - m11	201.35		201.35
102212	Robert A Stone	Parish Clerk wages - m11	1,019.12		1,019.12
102213	Linda Miller	Bookings Administrator wages - m11	479.20		479.20
102214	Inland Revenue	Tax and NI month 11	525.40		525.40
2215	Whitwell Supplies	Repairs to Polishing Machine	93.75	12.23	81.52
2216	British Telecommunications plc	Telephone charges	231.74	30.22	201.52
2217	C M R Wilson	Work at Recreation Ground	386.58		386.58
2218	A to Z Supplies	Pavilion Supplies	57.17	7.46	49.71
2219	Linda Miller	Expenses	20.35		20.35
2220	Norman Lewell	Security/Maintenance Officer Fee	288.00		288.00
2221	Tamla Sparkes	Litter picking	45.00		45.00
			12,543.55	554.67	11,988.88