

Girton Parish Council

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Minutes of the meeting of Girton Parish Council held on Tuesday 19th November, 2019 at St Vincent's Close Community Centre, Girton, at 7.00 p.m.

Residents in the parish were invited to attend this meeting and to speak at Item 19/115.2

Present: (Cllrs) Williams (Chairman), Buckler, Cockley, Dashwood, de Lacey, Godby, Griffin, Hickford (until the end of item 19/118.1), Kettle, Thorrold.

Ms A Wright (Bidwells) (until the end of item 19/115.1)

1 member of the public (until the end of item 19/115.2)

In attendance: S Cumming (Clerk)

19/112 Welcome from the Chairman. The Chairman welcomed everyone to the meeting, especially the representative from Bidwells and the member of the public.

19/113 Apologies and Reasons for Absence. Apologies had been received from Cllrs Mitchell, Rodger and Thomason, and from County Councillor Harford and District Councillor Bygott, and the Chairman accepted their reasons for absence.

19/114 Members' declarations for items on the agenda. None.

19/115 Public Participation session on agenda items and matters of mutual interest:

1. Presentation on the Darwin Green Development. Ms A Wright, Planner at Bidwells and speaking on behalf of Barratt Housing, spoke about Darwin Green 2 & 3 sites. Darwin Green 1 is currently being built, and 2 and 3 will be an extension of 1. Site allocation is for 1000 dwellings plus 6-form entry secondary school and 2-form entry primary school and community centre, plus new country park. The pre-application proposal is with South Cambs District Council, and the developers are not submitting the planning application until early in 2020. Outline planning will set out the principle of development on the site and a set of parameter plans and different land uses. The website darwingreen.co.uk has dedicated pages for Darwin Green 2 & 3. The 50-hectare Country Park will be on the fringes. The schools will be in the west of the site near playing fields which will be available for community use. Some playing fields may be floodlit, and there are thoughts about a skate park. A community orchard and allotments are also planned, plus informal open space and new woodland areas. The landscape will be built to provide visual screening and to mitigate noise. The area could have a bike track and network of footways and cycleways. The open parkland would have open paths across the north of the site. Darwin Green 1 has green corridors. Regarding access, there will be links to the existing spine road but the main access will be from Cambridge Road, Histon. The Community Building would accommodate a badminton court with detail to follow at a later stage. The development will be phased, with potential involvement from other housebuilders.

Ms Wright then answered questions from councillors, including whether the catchment area is sufficient for the planned schools, provision for shops, carbon neutrality, and pedestrian/cycle access for Girton residents. The secondary school would be nearer for Girton pupils than Impington, and construction could open by 2022 or 2023 to accommodate growth from the NW Quadrant. The primary school is less certain as there may not be need for another primary school at Darwin Green 3 as there will be one at Darwin Green 1, for which planning permission is in place. There are aspirations for a link to Thornton Close, Thornton Way and Wellbrook Way. This is retained greenbelt land so floodlighting won't be permitted without screening. Regarding facilities such as shops, pubs, post offices, the County Council haven't asked for any to be provided other than those outlined. Darwin Green has a health centre planned. Shared use for cyclists and pedestrians is not a good idea as people increasingly use electric bikes. The developers are also meeting with Cambridge Cycling Campaign.

Regarding carbon footprint, the outline application has limited detail with sustainability

planned. Shared use for cyclists and pedestrians is not a good idea as people increasingly use electric bikes. The developers are also meeting with Cambridge Cycling Campaign.

Regarding carbon footprint, the outline application has limited detail with sustainability principles needing to be looked at in the design code to follow this application. There will be some on-street parking provision, and underground parking hasn't yet been explored.

The Chairman thanked Ms Wright, who left the meeting at this point.

2. Members of the Public. The member of the public asked about whether the pathway from Oakington Road to New Road could be re-metalled as it is used by pushchairs and cyclists etc. The A14 Legacy Fund Grant Application covered improvements to the path from the Church but it may be possible to consider this as an alternative. The Council is waiting for clarification on the progress of our applications.. The member of the public left the meeting at this point.

3 County Councillor's Report (*Appendix A*). Any questions arising from Cllr Harford's report should be emailed to her directly or via the Clerk. The Chairman thanked Cllr Harford for all her efforts to get the road by the car park/school resurfaced and this is scheduled for 20th December.

4. District Councillors' Reports (*Appendix B*) There was no report from Cllr Bygott. Cllr de Lacey underlined the importance of the Local Plan looking at biodiversity and whether these will be places where people will want to live. Consultation documents will come out in January 2020. Conservation area status might be investigated as this has special status when planning applications come up. The writing of a Neighbourhood Plan could take 2-4 years, in which we could identify places we'd like to preserve eg the field between the two pubs is the only place in Girton with a view. The 'Issues and Options' consultation starts on 13th January.

5. Police Report. No report this month.

19/116 To confirm the Minutes of the Parish Council Meeting held on Tuesday 15th

October, 2019 (previously circulated). Item 19/107.1 should read 'A decision was deferred'. The Minutes were proposed as a true record of the meeting by the Vice-Chairman, seconded by Cllr de Lacey, and approved unanimously.

19/117 Matters arising from the Minutes (for information only)

19/107.1 The Clerk has contacted Woodland Trust regarding signage in Girton Wood and council by-laws regarding signage.

19/109 The Clerk has forwarded the Parish Council's support for Cambs County Council's rejection of the proposed Waste Energy Plant at Waterbeach to the Planning Inspectorate. Cllr Hickford and the Chairman are to develop the budget forecasts before calling a finance meeting. Regarding signage for dog-walkers, it was suggested that dog-walkers have not been seen breaking by-laws and are self-policing. A map with just dog walking routes on it could be produced.

19/118 Business items requiring a decision, or consideration by the Council.

1. To approve a contractor for the replacement MUGA lighting (*details previously circulated*)

The Chairman explained that costs have increased to provide higher-specification lighting and three quotations had been received. The Chairman proposed that Floodlighting Services Ltd undertake the works, seconded by Cllr Hickford, and approved unanimously.

Cllr Hickford left the meeting at this point.

2. To approve a job description for the post of Assistant to the Parish Clerk for circulation (*Appendix C*). Cllr Buckler thanked the Chairman for attending the last Human Resources Committee Meeting.

The job description was proposed by Cllr Buckler, seconded by Cllr Griffin. The Chairman added that that best way is to make it as general as possible, and this should be a live document, to be revised as and when needed. It was queried whether attendance at some evening meetings should be included but this will be referred to at interview. Approved with one vote against.

3. To approve provision of petty cash for Parish Council employees. Proposed by Cllr Griffin, seconded by Cllr Godby. A £60 limit would be set and Cllr Griffin would put in a paper trail system if approved. Approved unanimously.

4. To agree to investigate BACS payment for Parish Council expenses rather than cheque payments.

Proposed by Cllr Griffin. Seconded by Cllr Buckler. Moving to BACS payments for contractors would cut down on paperwork and it is proposed simply to investigate at this stage. The Chairman suggested that online banking would cut out paperwork but as we are a Parish Council we would have to check with CAPALC for any legal obstacles. Approved unanimously.

5. To approve a proposal for renewed telephony in the Parish Office (*details previously circulated*).

An amendment was proposed by the Chairman, to obtain a wider range of proposals and as an immediate cost reduction measure to proceed to use of mobile phones for outgoing calls. The landline to be retained for incoming calls. Approved unanimously.

6. To approve payment to the bugler at the Girton Remembrance Ceremony on 10th November. The Parish Council are stepping into the breach following the Rector's move from Girton. Cllr Cockley proposed a £10 increase on what the bugler was paid last year, seconded by Cllr Thorrold. The bugler will be asked to provide an invoice. Approved unanimously.

7. To agree the Parish Council's response to Operation London Bridge (*Appendix D*) The Chairman proposed that the Parish Council is making no plans for Operation London Bridge, seconded by Cllr de Lacey. We will follow protocol as and when, details of which will be given by the Chairman of South Cambs District Council.

7. To agree the Parish Council's response to Operation London Bridge (*Appendix D*). The Chairman proposed that the Parish Council is making no plans for Operation London Bridge, seconded by Cllr de Lacey. We will follow protocol as and when, details of which will be given by the Chairman of South Cambs District Council.

19/119 Finance and Resource Management

1. To approve the payments schedule for the past month (*Appendix E*). Cllr Godby had checked the payments schedule prior to the meeting. The floral tubs should be marked as a separate item in our accounts. Approved unanimously.
2. To note any significant variance from usual levels of monthly income/expenditure. Payment for the bus shelter will be made and Skanska chased for reimbursement.

19/120 Correspondence (to be received).

Correspondence received regarding the broken/removed bollards at Weavers Field will be forwarded to Cllr Harford.

19/121 To receive reports

1. Chairman's Report (*Appendix F*). The Chairman is attempting to retain access to the A14/M11 from Oakington Road and had circulated a map illustrating the alternative possible access to the M11 via the new local road. This is essential to avoid rat-running through the village from Cottenham to the M11. The University could be asked to join our argument, and Cllr Harford is pressing our case.
2. Girton Town Charity Report. A Trustee of Girton Town Charity hopes to attend the next Parish Council Meeting.
3. Girton Youth Project Report (*Appendix G*). Report received by the Council.
4. Footpaths Officer's Report. No report this month.
5. Water Management Report. Cllr Rodger had reported that a flood alert warning had been received but water in the Beck Brook had not reached dangerous levels. .
6. Parish Website Report (*Appendix H*). Cllr Thomason would like a meeting with IT committee members to discuss the website.

19/122 Items which the Council need to discuss at the next meeting.

A meeting of the Sport and Recreation Committee will be held on 5th December. Councillors were told of Cambridge Housing Society's shoebox collection for young people at risk of homelessness, and encouraged to take part. There is an excavation at Duck End, which the Chairman and Cllr Dashwood will investigate with neighbours and Anglian Water. Questions need to be agreed for the interview panel.

The meeting closed at 8.45pm

APPENDIX A

Cambridgeshire County Councillor's Report Girton Parish Council meeting - 19 November 2019

October's meeting of full *Council* was unusual in its extremely short length and the fact that there was very little of the usual combative style of debate in evidence. All decision items passed without even the need to use the electronic voting system; a show of hands sufficing due to the unanimous approval with which each item was met. This included the proposal to delegate to Suffolk County Council the processing and determination of an application to register Castle Mound and the surrounding green area as a Town or Village Green.

The most interesting of the three motions was one that included a proposal relating to the Council's management of woodlands and other environmental assets to retain and improve community and carbon benefits for managing climate change. The Council will seek to use its assets to plant trees for the enrichment of biodiversity and sequestration of carbon emissions and air pollutants; it will pursue its pledge for 100% clean energy for the county's communities by 2050 and it will lobby government for investment to set up a pilot project exploring how Cambridgeshire County Council can become a national exemplar in the area of peatland restoration. The objective of this last is to demonstrate how peatland has the potential to change from its current status as a net emissions source to a net carbon 'sink'. Agenda and minutes: <http://bit.ly/33BLZxZ>

The first joint Cambridgeshire & Peterborough Corporate Energy Strategy has now been approved by both councils. It articulates a vision of securing renewable and resilient energy supplies and infrastructure to support local needs whilst maximising commercial benefit for both councils and their communities and making best use of their combined assets to reduce carbon emissions and environmental impacts. <https://www.mlei.co.uk/climate&environment/corporate-energy-strategy/>
We live in a world where increasingly many of us are feeling the adverse impacts of stress and in which there is now recognition of the importance of mental health to our overall wellbeing.

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We live in a world where increasingly many of us are feeling the adverse impacts of stress and in which there is now recognition of the importance of mental health to our overall wellbeing. Encouraged by high profile individuals like the Dukes of Cambridge and Sussex, it is becoming acceptable to talk about how we feel; to say when we feel anxious or depressed. To support individuals to take care of their mental health, Public Health England and the NHS have launched 'Every Mind Matters', a free online resource that shows people simple steps they can take to be better prepared for life's ups and downs. The platform allows you to create a personalised plan and recommends self-care actions to deal with stress, improve sleep and help you feel more in control.

<https://www.nhs.uk/oneyou/every-mind-matters/>

Whilst on the subject of health, a reminder: please, if you [or friends or family members] are aged 40-74 and haven't yet had a free NHS health check, do make an appointment. These are funded by the County Council and appointments should be made through your GP. Full details: <https://www.cambridgeshire.gov.uk/be-well/resources-and-campaigns/nhs-health-checks-programme/>

The Council currently spot purchases from around 90 providers approximately 700 placements for both adults aged 65+ and younger adults with physical disabilities who require residential or nursing care. The cost of this was approximately £38m for the year 2018/19. The Council's Commissioning Directorate is developing a new strategic approach to reducing reliance on spot purchasing of such provision through the increasing use of block contracts. The Council does though still need to comply with procurement regulations and so must have an overarching contract and agreement with providers to cover any spot purchasing requirement that it will still have. Members of **Adults Committee** have now approved the launch of a tender exercise to support this. Care home providers will be able to bid to be included in a framework agreement which is intended to provide assurance of provider quality and sustainability and which will, in effect, create an 'approved supplier' list for spot purchasing. The process will start this month with contracts being awarded in February 2020. Agenda pack: <http://bit.ly/33BTzsE>

At the meeting of **Highways & Infrastructure** committee it was suggested that there was a need for a simple and clear explanation of the relationship between Cambridgeshire County Council and the Cambridgeshire & Peterborough Combined Authority in relation to the latter's Transport Plan. Officers will now draft a simple document explaining this relationship so that it can be easily understood by both County and Parish/Town councillors. Members also requested more information to be provided on replacement tree planting. With the tree planting season now starting, members will be particularly watchful that replacement trees are planted. Assurance was given that the next report will show significant progress on replacement planting. Committee members questioned the reason for the increase in the forecast overspend on winter road maintenance from the £75k reported at the previous committee to £463k in October's financial report. The reason given for this was a seemingly unanticipated requirement to recruit and train new drivers to cover the reinstatement of the length of some gritting routes that had previously been reduced. Agenda pack: <http://bit.ly/2Qaf283>

On the subject of tree planting: a reminder of the information I emailed earlier in the month about an offer of free trees. This offer is available through a charity called The Conservation Volunteers and further information can be obtained from: tcv.org.uk or by emailing information@tcv.org.uk

The Council is now consulting on priorities for its forthcoming **budget setting** process. 1,100 residents who match Cambridgeshire's demographic profile, have been selected for a face to face survey. The survey will investigate their appetite for such things as community involvement and their views on council tax. The survey has also been published on the Council's website for wider participation. The consultation which is open until 08 December 2019 can be accessed at:

<https://www.cambridgeshire.gov.uk/council/finance-and-budget/business-plans/>

Cambridgeshire Libraries will be promoting the new Winter Mini Reading Challenge being launched by the Reading Agency. Following on from the success of the Summer Reading Challenge this will have a 'Pugs of the Frozen North' theme. Based on the books by Philip Reeve and Sarah McIntyre, it features fun characters including Snow Trolls and spaghetti-eating Yetis. The challenge starts on Monday 02 December and runs until Monday 13 January. Children read three books of their choice to unlock online rewards. Fun activities, quizzes and reading recommendations can also be found on the website: <http://bit.ly/2NZ97kT>

Local Highways matters: I am pleased to see that the Parish Council's application for funding through the Local Highways Initiative is progressing. My enquiries re progress of the A14 Legacy Fund applications continue. There is no further news about the adoption of Wellbrook Way at the moment but, as I think you have now been advised, the badly needed repairs to the road adjacent the pavilion car park are to be carried out on 20 December 2019.

I have recently been made aware of a publication that I am told is emailed to all parish councils on a bi-monthly basis. This is called **Cambridgeshire Matters** and, having now looked at it, I can see that it does include some interesting and useful information for parish councils. I do hope that you are receiving it. One of the items I noted from July's issue was about grants for residential on street charging points for electric vehicles. The article in Cambridgeshire Matters invited interested parishes to participate in an offer by the County Council to coordinate a group application. This offer has now expired but the scheme has recently updated its eligibility criteria to allow parishes to apply directly. [The Council originally offered to make a group application as the direct route was

parishes to participate in an offer by the County Council to coordinate a group application. This offer has now expired but the scheme has recently updated its eligibility criteria to allow parishes to apply directly. [The Council originally offered to make a group application as the direct route was not available initially.] The Officer who is leading on this has offered to answer any questions by email or to attend a parish council meeting to discuss the scheme. Please let me know if this is something you would be interested in. More information about the scheme is available on the Energy Saving Trust's website at: <http://bit.ly/2X7urr9>

I am sorry that I will be unable to attend your meeting this month but please do email me any questions or comments that you have.

Lynda

lyndaharford@icloud.com;

01954 251775 or 07889 131022; Follow me on Twitter: @2Whit2Whoo

APPENDIX B

Report from District Councillor Douglas de Lacey 10. 11. 2019

Before I was struck down with a cold I spent a pleasant morning opening the refurbished kitchen of the Phoenix Trust, a Milton-based charity which helps people with learning difficulties by giving them a meaningful experience of work and helping them into employment outside the Trust. It was humbling to see what they could achieve with the support of willing helpers, and to enjoy the food they were able to produce in their new kitchen.

I have mentioned before our panels of architects who are invited to examine schemes at the pre-application stage, and I have sat in on a couple more of those, including the early proposals for Darwin Green Phases 2 and 3. It gives a valuable insight into the minds of the developers and their team and will help me as I chair meetings of our JDCC to assess them.

A 600 page Scrutiny agenda made for a very long meeting with some tricky issues. We had been asked to recommend gating Setchel Drove in Cottenham to prevent fly tipping. Local farmers were vehemently against, fearing problems as they had to leave their vehicles to open and close the gate. The Parish Council was for it. The Neighbourhood policing team sent a careful letter outlining the pros and cons and recommending caution. We suggested a number of other options to try before a permanent barrier.

The major issue was the Local Plan: the Issues and Options document to go out to public consultation. This is a hugely significant step as the lack of useful public input was a major weakness in the current Plan. But for reasons beyond me the opposition members (apart from me) staged a walk-out.

The rest of us looked carefully through the proposals; highlighting among other things the importance of using plain English; the accessibility of the web-based information; the need to involve people who work but do not live in the District; the vital role of transport (a factor outside our control); and the importance of water, both provision and handling of waste. If approved by Cabinet this will go out to consultation from 13 January. At present the document focuses on

- * Responding to climate change
- * Increasing biodiversity and green spaces
- * Promoting wellbeing and equality
- * Delivering quality places.

I assume the Parish Council will wish to make a response at its February meeting.

Our meeting ended at 8.30pm, a five-and-a-half-hour marathon. Perhaps I need not feel too guilty that after that I was out of action for the rest of the month.

Douglas de Lacey

APPENDIX C

Job Description for post of Assistant to the Parish Clerk

Assistant to the Parish Clerk to Girton Parish Council

General responsibilities

The Assistant to the Parish Clerk is the first point of contact for enquiries to the Parish Council and is responsible for bookings and invoicing the users of the Pavilion Hall and the Parish Council's pitches, courts and multi-use games areas within the village.

Under the management of the Parish Clerk he/she looks after the day to day running of the pavilion, recreation ground and other areas within the village, liaising with users and

Under the management of the Parish Clerk he/she looks after the day to day running of the pavilion, recreation ground and other areas within the village, liaising with users and contractors as required.

He/she assists the Parish Clerk with all of their duties and staffs the parish office in the absence of the Parish Clerk. Full training will be given.

Confidentiality on all matters concerning Parish Council affairs is paramount.

1. Bookings

- 1.1. Responds to enquiries and quotes fees. Ensures booking forms are completed and presented. Maintains records of bookings and correspondence. Confirms bookings.
- 1.2. Keeps diary of bookings and weekly schedule of users. Records meetings, faults and incidents.
- 1.3. Informs Parish Council staff of new bookings and arranges for opening of building if required.
- 1.4. Maintains contact with regular users and clubs. Receives feedback on facilities, cleaning and other issues, and reports to Parish Clerk.
- 1.5. Raises invoices to users and receives payment.

2. Maintenance of Building

- 2.1. Liaises with other staff, contractors and Parish Councillors as necessary.
- 2.2. Identifies needs and purchases minor essential items to be kept in stock, e.g. light bulbs and toilet rolls, to ensure smooth running of the building and facilities.
- 2.3. Monitors and checks work of cleaners and condition of building and grounds, in liaison with the groundsman and contractors.
- 2.4. Presents reports to meetings of the Sports and Recreation Committee as required.

3. Assisting the Parish Clerk

- 3.1. Answers the telephone, receives the mail and e-mails, and refers these to the Parish Clerk or Chairman, or others as may be appropriate.
- 3.2. In the absence of the Parish Clerk refers urgent enquiries to the Chairman, Vice Chairman or chair of appropriate committee.
- 3.3. Assists the Parish Clerk in all of their duties, liaising with contractors, obtaining quotes for goods and services, arranging for minor works to be carried out, photocopying, filing, and keeping the office neat and tidy .

APPENDIX D **Operation London Bridge**

I am writing regarding Operation London Bridge, which is the protocol that will be followed to mark the death of the sovereign.

Cambridgeshire County Council leads on the protocol for Cambridgeshire through the Lord-Lieutenant's office, however we understand that local councils across the county have been developing their own local plans for marking the event. Gillian Beasley, the Chief Executive of

Cambridgeshire County Council leads on the protocol for Cambridgeshire through the Lord-Lieutenant's office, however we understand that local councils across the county have been developing their own local plans for marking the event. Gillian Beasley, the Chief Executive of Cambridgeshire County Council and Peterborough City Council, held a workshop on Operation London Bridge on Friday 20 September. District and Town Councils attended this event, and Gillian will shortly be writing to you all with more information about the Cambridgeshire protocol, an example of a protocol you can use locally, and more information about coordination across the county.

Some of you may have seen Superintendent Laura Hunt give a presentation on Operation London Bridge at the annual meeting of the Cambridgeshire and Peterborough Association of Parish Councils in June. Superintendent Hunt has let me know that the constabulary would like to understand how planning is progressing across the county, and has asked me to get in touch with you all to find out what your local plans are.

Please can I ask you to let me know the following information:

1. If you have a protocol in place, or are planning to develop one;
2. If you are planning to run any local events, including the reading of a proclamation. If so please can you tell me any details you may have about the venue and number of people anticipated;
3. If you will be running an event, have you considered how you will provide First Aid and/or Stewarding? If so, please can you provide me with any details.

This information will feed into a police meeting which is being held in early November. **Please can I ask you to send me these details by Friday 1st November where possible.**

I understand that levels of planning are varied across the county, so if this timescale is not possible please can you let me know and this information can be fed into the planning at a later stage.

Thank you for your assistance with . If you have any questions about local planning please can I suggest contacting your local Town or District council in the first instance. If you have any immediate questions about the county protocol please do direct these to me, however Gillian will be in touch in the next few weeks with some detailed information about the protocol and the countywide planning.

Chief Executive's Office
Cambridgeshire County Council and Peterborough City Coun

APPENDIX E
Payments Schedule for November 2019
(circulated separately)

APPENDIX F

Chairman's Report
13th November 2019

No response has yet been received from the A14 Legacy Fund administrators following my email complaining about lack of communication and decisions on our applications. Cllr Harford is chasing.

Noting the closure of the east bound access to the A14/M11 at the Oakington Road junction I have renewed my plea to retain this until a more permanent arrangement can be provided via the new local road roundabout leading to Huntingdon Road. If there is no access to the M11 from the north of the village we stand to see an increase in traffic cutting through the village to reach the M11 via Eddington. These points were reiterated in 2015 and during the development of our ill-fated 'Statement of Common Ground' when suitable provisions were promised. Again Cllr Harford is making our case to Highways.

Our LHI application has received provisional approval but requires the addition of speed reduction cushions between Hicks Lane and the Pavilion. An identical application which was approved last year but withdrawn to allow consultation did not require such additions. This means the projected cost to the Parish is increased from about £3k to about £5k.

Great news that the car park road is to be resurfaced by the County along its entire length.

Many thanks to Cllr Harford for her persistent efforts on this.

means the projected cost to the Parish is increased from about £3k to about £5k. Great news that the car park road is to be resurfaced by the County along its entire length. Many thanks to Cllr Harford for her persistent efforts on this.

A meeting was finally arranged with GTC attended by me and Cllrs de Lacey, Cockley and Griffin. See my separate notes previously circulated on this. The failure of the car park/artistic fence lighting was discussed and remedial work to provide a waterproof underground cable connection is to be undertaken.

Progress to finalise the agreed contractor for the MUGA replacement lighting has been very slow, hampered by inability of a third contractor to provide a quote for enhanced lighting suitable for tennis. This has now been received so that a decision may be taken at our November meeting. The replacement carpet is being laid this week.

Last week the Clerk and Cllrs de Lacey, Cockley and I attended the 2019 Cambridgeshire Local Councils Conference at Huntingdon Marriott. I will provide a separate report but in brief it seemed to be concerned with promoting provision of services through communities and the cynic in me cannot help but see this as a way of reducing and passing down costs! It was heartening to see a good attendance at the Remembrance Day ceremonies on both Sunday and on Monday when a contingent from the Glebe School and Cottontails swelled our numbers.

Haydn Williams

APPENDIX G

Summary of Girton Youth Project Report for October 2019

Numbers for our Thursday cohort have been slightly sporadic. The winter months, and cold dark evenings, have historically seen a decline in numbers and this year seems to have followed that trend. We decorated the hall and had a rather entertaining set up for Halloween trick or treaters. This was great fun, and involved the input and involvement of some of our Thursday group members. We also took this opportunity to hand out flyers (as well as sweats) and advertise youth group to potential new members. We also welcomed back an old member, who has moved to abroad. It was great that they used youth group as the time and place to reunite and catch up with their friends back in England. This reinforces the use and security of youth group.

Numbers in our Monday cohort have been more promising. A large chunk of the group attends football training which is sometimes held on a Monday. However, this group are very good at letting staff know when this is. For example, we know that at the beginning of November they will be at football. We hope that our numbers will stay up, but expect the wet weather may hinder numbers. Myself and the team have explored opportunities to advertise. I have written an article for the Glebe school newsletter, handed out flyers in school and will continue to explore opportunities. We fully understand that it will be difficult to recruit new members in the Winter, but will start spreading the word now and hope to get more members in February time.

Frances Roach

APPENDIX H

Parish website report - Girton Parish Council meeting, Tuesday 19 November 2019

By Cllr Rachel Thomason

Website preview available here: <http://www.girton-cambs.org.uk/wp/>

The progress with the website has slowed since the last meeting. Following feedback and responses at October's meeting, it was decided that a small working group would be formed to advise on the content for the website. As the website currently stands, it could go live; it will constantly evolve whether we keep it online or offline and it will already be an improvement on the existing site. The key issue is ensuring we are clear on the website purpose as a Parish Council-led website: what is the objective of the website? Answering this question will facilitate decision-making on the rest of the content. Currently, I have had the following objectives in mind when creating and editing the content and these should be agreed or amended by the Parish Council as soon as possible:

question will facilitate decision-making on the rest of the content. Currently, I have had the following objectives in mind when creating and editing the content and these should be agreed or amended by the Parish Council as soon as possible:

- To provide a digital information source for residents of Girton.
 - To act as a digital record of the Parish Council minutes and meetings.
 - To better engage with residents and visitors and enhance the communications in the village.
-

After the feedback received from Councillors at the last meeting, the following updates have now been made:

- The Twitter feed now links to @GorgeousGirton.
 - All links have been updated on the Meetings and Minutes page.
 - All Parish Council policies have now been added to the website.
 - I investigated whether a booking system for the Pavillion is possible for future reference: it is, with fully customisable availability options and a moderation options before approval.
-

I believe a live launch by the end of the year is very feasible, with agreement initially on the following content questions by the working group that is nominated:

- Who should be responsible for moderating comments? Currently it is me/whoever logs in to monitor the site.
 - There is general agreement that there should be news posts to keep the website relevant - how will these work? Who is responsible for writing them? What should the content be?
 - How much more additional content should we have under the history section of the website, and who can help to provide this information?
 - We need to have a privacy policy on the site - this is not my area of expertise, so are we happy to include a general private notice as a starting point? I can research what other Parish Councils have done.
 - As a Parish Council, is there anything else we would like to put on the website to communicate with the village?
-

By December's meeting, I will have progressed the following:

- Added the correct financial report to the Council section of the website - to be obtained from Susie.
 - Contacted two other Parish Councils to see how they run their websites, who is responsible for them and how they use them as a method for communication and information.
-

I would be grateful for a group to help me with this project, not to make it a perfect, finished product by the end of the year, but to help make some key decisions so that we can make it live and continue to work on it together from then onwards.
