

Girton Parish Council

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The Pavilion
Girton Recreation Ground
Cambridge Road, Girton
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Minutes of the meeting of Girton Parish Council held on Tuesday 21st January, 2020 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 20/04.2

Present: (Cllrs) Williams (Chairman), Buckler, Cockley, Dashwood, de Lacey (until end of item 20/07.3), Godby, Griffin, Kettle, Mitchell, Thorrold.

Cllr L Harford (Cambs County Council), Cllr T Bygott (South Cambs District Council) (both until the end of item 20/04.4)

Mrs A Bonnett & Mr M Aston (Girton Town Charity Trustees) (both until the end of item 20/04.3)

Mr T Smith (Girton College) (until end of item 20/04.1)

In attendance: S Cumming (Clerk)

20/01 Welcome from the Chairman. The Chairman welcomed everyone to the meeting, especially County Councillor Harford, District Councillor Bygott and representatives of Girton College and Girton Town Charity. The Chairman announced the sad news that former Parish Council Chairman Alan Rodger had died on 3rd January. The Council sends condolences to his widow Cllr Mary Rodger and family, and a Minute's Silence was held in his memory.

20/02 Apologies and Reasons for Absence. Apologies for absence had been received from Cllrs Hickford, Rodger and Thomason and the Chairman accepted their reasons for absence.

20/03 Members' declarations for items on the agenda. None.

20/04 Public Participation session on agenda items and matters of mutual interest:

1. Representative from Girton College to speak about community outreach and College Ball plans. Head Porter Mr T Smith reported about the forthcoming biennial Spring Ball. Amplified music will be restricted to walled courtyards and will cease at 1.30am, so should not affect residents. The College is not expecting parking to be a problem and there will be no fireworks. They are expecting 900 attendees. The Girton letter-drop to residents explaining arrangements for the Ball will not extend to Eddington.

The Chairman thanked Mr Smith, who left the meeting at this point.

2. Members of the Public. Girton Town Charity Trustees Mrs A Bonnet and Mr M Aston gave a verbal report. Dr R Hiley is stepping down as Chairman of the Trustees, a role he has fulfilled for 20 years. He is remaining as a Trustee until May 2021, so that fellow Trustees can continue to draw upon his huge bank of knowledge. A second Administrator has been appointed, starting on 1st February, so there will be longer GTC Office opening hours. Mrs Bonnet is the new Chair.

Regarding the transfer of land at Wellbrook Way, Mr Aston explained that there has not been a clear handover of matters at Birketts as the Partner handling matters had been trying to limit costs. He gave an update on the Michael's Close development planning application. The vast majority of comments are supportive. Health and Safety is being taken very seriously, plus the aim for minimal disruption to neighbours. The building contractors who built William Collyn Community Centre are now undertaking Suffolk Terrace and are concerned to keep disruption to a minimum. Mrs Bonnett spoke about the damage to the sculpture railings, which have been assessed by the sculptor Matthew Lane Sanderson. The cost of repair will be £17,000 plus excavation for the footpath and will be claimed on the offending motorist's

insurance. Five panels are to come out, all of which require repair. Temporary fencing is to be put in when the panels are removed. Regent will be on site on 23rd January to inspect the pavement needing replacement, plus guttering on the bus shelter and burying cable in the churchyard. The Trustees were asked for any input regarding bollards. They felt something metal would look better in front of the railings. Demolition vehicles have been parking on the footway in the High Street and Cllr de Lacey is to write to Mrs Bonnett to advise contractors to park off the High Street, with transport for both Suffolk Terrace and Michael's Close developments to park at Michael's Close. The Chairman thanked Mrs Bonnett and Mr Aston for their reports and congratulated Mrs Bonnett on her appointment as Chair of GTC.

3 County Councillor's Report (*Appendix A*). Cllr Harford reported that a footpath is being installed opposite William Collyn Community Centre to bring Wellbrook Way to adoption standard. Parking on the road will cause obstruction. The original planning consent was to have a chicane, and no-one should be parking the other side of the chicane. Councillors were asked to let Cllr Harford know if comments are received. The Chairman reported one request for information on the need for the road narrowing and Cllr Harford is to provide details of the agreed plan. Cllr Harford has been in touch with the agent and asked them to expedite a cycle link at Wellbrook Way. Cllr Harford was thanked for the excellent new road by the car park. Cllr Harford and the Chairman have spoken with a Contractor to the A14 Legacy Fund, who was positive about the proposals for cycle way lighting on Oakington Road and footpath improvements from the Church to the guided Busway. He is to consult with Council Officers on the possibilities for a crossing by the Co-Op. The Chairman thanked Cllr Harford for her report. The GTC Trustees left the meeting at this point.

4. District Councillors' Reports (*Appendix B*) Cllr Bygott spoke about the consultation for the Local Plan and electric car charge points, as outlined in his written report. The Chairman thanked Cllr Bygott for his report. Cllr de Lacey was asked about the guided bus route from Cambourne to Cambridge, which the Cambridge Cycling Campaign says is appalling but which the Greater Cambridge Partnership says will encourage cyclists. The new Citi 6 bus timetable is the same in terms of stops. The Chairman thanked Cllr Bygott, who along with Cllr Harford left the meeting at this point.

5 Police Report. No report this month. There will be a Crime Prevention Event at The Pavilion on 19th March, 2020.

20/05 To confirm the Minutes of the Parish Council Meeting held on Tuesday 17th December, 2019 (previously circulated). The Minutes were proposed as a true record of the meeting by the Chairman, seconded by Cllr Cockley and approved with one abstention.

20/06 Matters arising from the Minutes (for information only)

19/129.1 The Chairman has written to Girton Bowls Club regarding their proposal for Club Facilities.

19/129.3 The Chairman has met with the former Safety Officer to the PC to discuss safety issues with the footpath by the Recreation Ground Car Park.

19/129.4 The Parish Council's response regarding proposed management of the country park at Darwin Green 3 has been forwarded.

19/129.5 The panel meeting dates for the LHI applications has been moved to early February.

19/132.6 An informal meeting of the website group will be held on 19th January.

Noted by the Council.

20/07 Business items requiring a decision, or consideration by the Council.

1. To approve a precept request of £129,610.95 for Girton Parish Council 2020-21 financial year, from South Cambs District Council, to include a 5% uplift from the 2019-20 precept. The Chairman suggested that 5% is more than necessary – he and Cllr Hickford are putting a 3% uplift on the 3-year budget they are preparing, and an unallocated reserve has been built up. The Chairman proposed an increase of 3% rather than a 5% ~~one~~. Seconded by Cllr Griffin. Cllr de Lacey requested an itemised budget but it was explained that it was proposed to set up pots of funds for particular areas of expenditure which would then allow for planned and unexpected

expenses to be met. A 3% increase was approved with one abstention.

2. To consider a proposal for bollards alongside the footpath by the Recreation Ground Car Park. The Chairman has held a site visit with our former Health and Safety Officer Mr G Clare, who recommends that one bollard per parking space will be adequate. The Chairman proposed that the Council agrees which sort of bollard is suitable, seconded by Cllr Griffin. Galvanised metal posts would be the same finish as the fence. The Chairman proposed to get quotations for metal bollards and bring back to the Council for approval with a selection of bollards and finishes. Seconded by Cllr Cockley and approved unanimously.

3. To consider a response to South Cambridgeshire District Council's proposals for deciding future planning applications. The proposal is that in future the decision on referral of an application to Planning Committee be taken by a Senior Planning Officer in consultation with the Chair of Planning Committee. A third party objection to this had been received on the grounds that this would take the decision out of the hands of accountable Councillors. Cllr de Lacey questioned whether this was in fact the case The Chairman proposed an amendment that Cllr de Lacey look into what is being proposed and that our view is that the Chairman of the Planning Committee should continue to have significant involvement. Seconded by Cllr Cockley and approved unanimously.

Cllr de Lacey left the meeting at this point.

4. To approve an application for three free trees from SCDC and consider how to involve Girton Youth Project, who have expressed interest in the project. The Chairman proposed that the Council accept the offers of trees from SCDC and help from GYP and possibly also Girton Glebe School. Seconded by Cllr Godby, and approved unanimously.

5. To consider Local Highways Improvements applications which may be made for the year 2020-21. The Council already has a list of prioritised proposals. Application could be made for yellow lines or a crossing by the Co-Op store or for building up the road to a chicane by the Co-Op. Any ideas could be added to the existing list but would need consultation with the village if to be progressed.

20/08 Finance and Resource Management

1. To approve the payments schedule for the past month (*Appendix C*). Cllr Godby had checked the payments schedule before the meeting. Proposed by the Chairman, seconded by Cllr Godby and approved unanimously.

2. To note any significant variance from usual levels of monthly income/expenditure. None.

20/09 Correspondence (to be received).

1. Correspondence regarding the missing bollard at the junction of Weavers Field and Girton Road
2. Correspondence regarding the chicane at Wellbrook Way.

Noted by the Council.

20/10 To receive reports

1. Chairman's Report (*Appendix D*). The Chairman reported he's received no response to his latest email to Highways England. The upgrade is turning the A14 into a very fast road which Girton residents can't use. Girton Town Charity have a quotation for the bus shelter panels etc the total cost of parts being £10,000 plus £1,200 for installation. The Chairman suggested that GTC seek contractors for the installation. GTC are waiting for a quotation for the cycle stands.

2. Girton Town Charity Report. A verbal report had been given earlier in the meeting.

3. Girton Youth Project Report. No report this month.

4. Footpaths Officer's Report. No report this month.

5. Water Management Report. No report this month.

6. Kiosk Plans Report. This item was deferred to a subsequent meeting.

7. Website Report (*Appendix E*) Councillors are requested to read the privacy statement for approval at a subsequent meeting before it can be published on the website.

8. Girton Green Team. It was reported that the Green Team have recently undertaken hedge-laying works alongside the boundary of Town End Close Nature Reserve and Woody Green,

with the team meeting again to continue work on Sunday 26th January.

20/11 Items which the Council need to discuss at the next meeting.

Mrs L Miller's retirement will be marked with the presentation of a gift funded by contributions from parish councillors and staff

The meeting closed at 8.35pm

APPENDIX A

Cambridgeshire County Councillor's Report Bar Hill Division Parish Councils - January 2020 meetings

As we embark on 2020 as one of the County Divisions that has been particularly affected by the work to upgrade the A14, I'm sure that we are all hoping that the project stays on schedule and that, by the end of the year, the trials of the four years that the work has taken to complete will be at an end.

Once the upgrade is completed the County Council will be required to adopt a number of the assets that will no longer be the responsibility of Highways England [HE]. This changeover includes a total of approximately 27km of dual carriageway and 5km of slip roads which were part of the original A14 and are being de-trunked, and sections of new or improved local roads like the A1307 that will interface with the new A14. Already a Council team is working alongside a HE team to inspect the new/additional assets to ensure that they meet the necessary standards for adoption. This process will be subject to much negotiation and we must hope that County Officers prove to be the ones who don't blink first as obviously this increases the financial burden on the Council. A legal agreement, part of the Development Consent Order, requires a handover plan to be agreed with the Council specifying the condition of the roads to be handed over. This includes any improvement work that HE will carry out before handover or for which it will provide the funding for the Council to carry out [which must be less advantageous for the Council]. The handover date that all are currently working to is 31 December 2020 but [sigh] as with so much else the final approval of a handover date rests with the Secretary of State. The Council is also concerned about the impact that diversion routes have had on the condition of local roads for which it already has maintenance responsibility. It is currently putting together the case for compensation for some of the damage this has caused and I shall be submitting details of local issues to be included. The way in which DfT funding is allocated to local authorities is complex and presents various challenges to the Council as it seeks to secure adequate and fair funding to maintain its highways infrastructure. Currently, without any of the additional responsibilities that it will have to take on, it requires £19m a year simply to maintain its road network in a 'stand still' condition. Increasingly Shire County authorities are highlighting the inequity of funding and it has recently been reported that urban areas like London receive as much as three times the funding that rural areas do. The other issue that is still under discussion is the allocation of money from the legacy fund. In recognition of the disruption that has been caused by the A14 works, HE set up a legacy fund of £3m to contribute towards a variety of projects across a number of different areas. As a result of difficult questions that I have asked about progress on the bids for funding that 28 parishes were invited to make last year, HE seems to have been at pains to provide details of what it has spent some of the fund money on. One of the most recent grants is actually to the County Council's Historic Environment team. This £130,000 will be added to a grant of £560,000 from HE Designated Funds Programme to fund a Heritage Centre at Northstowe. Additionally HE seems to have conceded that some of the remaining money in the legacy fund will be made available to the County Council for remedial works to some of the roads that have been negatively impacted by the A14 scheme. Whilst I acknowledge that this will be a benefit to local communities, I am still

perplexed as to how it fits with the funding of the projects that parishes were invited to bid for. If I have missed something and any one of the parishes in our division has had positive news about its bid, perhaps you will let me know. The vice chairman of Economy & Environment committee [the one which is responsible for all matters relating to the A14] has confirmed that “it continues to prove difficult for the County Council to obtain information about the selection criteria of the parishes and the projects, the amounts of money provided to the individual parishes and what the current status of the fund is”. He has though said that HE will be releasing a detailed briefing note on this shortly. I foresee more difficult questions.....

Locally, Girton has finally seen the long awaited resurfacing of the road adjacent the pavilion. This is of course a private road so not a responsibility of County Highways and my challenge all along has been to ensure that County Estates should deliver its responsibility for maintenance which it has now done.

Also in Girton, Taylor Wimpey’s contractor has now commenced the work required to allow adoption of the roads on the Wellbrook Way development.

I am hoping to secure funding for some much needed work to be carried out in this financial year to the spine road in Bar Hill. There is an area between Hillcrest and Appletrees where deterioration has prompted residents’ concerns about safety. I am awaiting the engineer’s report following a recent inspection. I am also scheduling a meeting with Highways Officers to investigate persistent flooding issues in all of our villages.

Final comment on roads - a heads up: the LHI application window for 2021/22 may be brought forward to March so please be prepared. This hasn’t been confirmed but it might be a good idea to start thinking about what project you want to put forward.

On 16 December, the Council’s Chief Executive accompanied by both its Leader and Chairman participated in the ground-breaking ceremony at Alconbury Weald for the new Civic Hub which will replace Shire Hall. Construction of the new building is still on budget at £18.3m and the opening date is now set for Spring 2021. The predicted saving for the Council of its relocation is £1.5m every year.

At its final meeting of 2019, Council approved for public consultation its draft Climate Change & Environment Strategy and accompanying action plan. Priority areas for climate change mitigation [reduction of the Council’s carbon footprint] are improving energy efficiency, installing low carbon heating and other renewable energy sources in Council buildings; prioritising walking, cycling and public transport and supporting the use of electric vehicles as well as waste management strategies to reduce carbon and planting trees. Priorities set for adapting to climate change include planning and risk management across all its services; resilience of the Council’s own buildings and staff; work on flood risk management and support for vulnerable people in severe weather or extreme temperatures. The Council will also strive to restore and/or create natural habitats; develop planning policy to reflect strategic and local objectives for countryside enhancement and green infrastructure; continue its environmental stewardship as part of managing its rural estate and reduce reliance on single use plastics in its goods and services. The targets that have been set include both those that can be achieved by the Council alone and those that will require collaboration with partners and communities. Agenda pack: <http://bit.ly/2Tgem2F>

I hope that you all had a very happy and restful Christmas. My very best wishes to you all for 2020; doubtless the challenges will continue and I look forward to working with you all to address them.
Lynda Harford

APPENDIX B

i) Report from District Councillor Douglas de Lacey 6. 1. 2020

The JDCC has had a very interesting briefing on problems of contaminated land at Wing. The contamination is a result of firefighting chemicals (PFAS: polyfluoroalkyl substances) and is a problem not encountered before by us or even by the EA. The applicants are working on the problem. We then had a tricky decision about extending the working hours of a waste collection centre in the City, and briefings on the Wing school and a proposed ‘South West Travel Hub’ which we agreed is merely a Park and Ride in all but name, and one which prioritises the car above other travel modes.

By the time you receive this a new Citi6 timetable will be in place. The formal notice, which I only received on 2 January, seemed to suggest that the 'minor changes to improve reliability' entailed missing out the Girton stops altogether; an anxious phone call established that it is simply the timing points (where a bus will wait if it is ahead of time) which have been removed. On the released information I cannot tell what the changes are but it looks as though the bus to Oakington will no longer stop opposite the church.

Shortly before Christmas I was alerted to the fact that leaf fall along the northbound Huntingdon Road was causing a hazard to cyclists, pedestrians and those using the bus stop opposite the garage. I managed to bring forward the scheduled sweeping programme and I hope all users agree the work was well done.

On a walk I noticed that there are significant cracks on both sides of the Oakington Road Bridge. Images from Google Earth suggest that these started in 2018. I went to report this on the County's transport report web page <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults> or <https://tinyurl.com/CCCroads> to discover it has already been reported and is 'Under Investigation'.

However I noticed while there that many of the reports in our area appear to have received no response at all, and I am investigating through our County Councillor.

I also noticed a small fly-tip which our officers have now removed. You may be aware of the Council's latest attempt to tackle fly-tipping via a poster which seeks to play on the conscience of the offender. Sadly I believe that most fly-tipping is done consciously and cynically and I doubt this campaign will meet much success. Meanwhile please report any fly-tipping you encounter to refuse@scambs.gov.uk or to me.

Three consultations are open for your comments this month:

Network Rail is consulting from 20 January on a new station at the biomedical campus: details at <https://www.networkrail.co.uk/running-the-railway/our-routes/anglia/cambridge-south-station/> (or <https://tinyurl.com/twl3sys>).

Our own consultation on the issues and options for the new Local Plan starts on 13 January when details should be available via <https://www.scambs.gov.uk/consultations/>

There you can also find details of the revised version of the taxi licensing strategy which closes at the end of the month.

The Greater Cambridge Partnership is going out to public consultation shortly on proposals for walking and cycling improvements on Madingley Road. More details as I have them, but I shall be attending a Councillors' briefing shortly. On 6th January I had a private briefing on the consultation over Madingley Road: the plan is to put in segregated cycling and pedestrian facilities on either side from the P&R to Westminster College. I don't think this will affect Girton much (though it will affect my other two parishes).

SCDC has just opened a consultation on the draft updated Local Validation Lists for South Cambs and Cambridge City. The consultation will run for a six week period closing at 5pm on 18th Feb. As Parish Councils often complain that we don't get enough information so we should look to see if there are any gaps. Details at <https://www.scambs.gov.uk/planning/local-validation-checklist-for-the-greater-cambridge-shared-planning-service/>

Finally, SCDC has a New Year offer to Parish Councils: a voucher for 3 trees (and all necessary accoutrements) to be planted in each Parish.

Please contact Emma.Dyer@scambs.gov.uk for details.

Douglas de Lacey

ii) District Councillor's Report to Girton Parish Council

Cllr Tom Bygott, January 2020

Consultation to prepare for the next Local Plan

The Issues and Options Consultation for the next Local Plan is now open and will run until February 24th 2020. A new website has been set up: www.greatercambridgeplanning.org (“the Plan website”) A series of consultation and discussion events has been scheduled. The largest, known as the “Big Debate”, will be held at the Cambridge Corn Exchange at 6:30pm on Tuesday 18th February. Tickets for this need to be booked online at <https://www.eventbrite.co.uk/e/greater-cambridge-local-plan-thebig-debate-tickets-88648697641>

Other roadshow events are listed on the “Plan website”, those nearest Girton are:

Date Location Time

Friday 31 January Cottenham Community Centre - Café 10am to 12pm

Saturday 1 February Cambourne Morrisons 10am to 12pm

Friday 7 February Histon Tesco Express – in front of the store 12pm to 2pm

Saturday 8 February Bar Hill Tesco – foyer 10am to 11:30am

Short comments can be made on the “Plan website”. More detailed comments can be made through another website <https://cambridge.oc2.uk/>, or by a written form (see How to Comment on the “Plan website”) and email to localplan@greatercambridgeplanning.org or request one from 03450 450 500 and send to Planning Policy Team, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge CB23 6EA.

Need for more charge points for electric cars

A resident of Dry Drayton recently asked me to look into the question of how easy it is to charge electric cars and suggested that much more needs to be done.

Planning permission is not required to install a home charging system, which are available from a variety of suppliers for several hundred pounds. Internet search: “home vehicle charger”. The first step to owning an electric vehicle is to buy one of these, as it enables the car to be charged overnight, which is an easy habit to get into. Charging an electric vehicle costs considerably less than buying the equivalent amount of petrol or diesel, and it can be even cheaper still if you have solar panels installed. Home chargers can generally charge at up to 32 Amps (7.2kW) on a dedicated circuit, or more if you have three phase electricity.

The next step is to find electricity when you are somewhere else. Many cars now have in-built software to find charging points, or there is an app called zap-map which is quite useful. The best places are where you are busy doing other things, such as at work, eating in restaurants, shopping or going to the gym, and you don't need to wait around.

According to zap-map, there is in fact only one public charging point in Girton, Dry Drayton and Madingley ward, which is a Tesla destination charger at the Felix Hotel on Huntingdon Road. Nearby, there are two sites in Cambourne, one at the Madingley Road Park & Ride and one at the Extra Services on the A14. There is an immediate need to increase the number of charging points, and this is something that local councils should be encouraging. If you own a business, installing a charging point is a great way to encourage strangers to turn up unexpectedly and ask to buy your goods or services while charging.

There are three main types of electric vehicle that you can buy: full electric vehicles (which need to have a range of at least 300 miles to be practical), vehicles with a range extender (typical range 100 miles and a small petrol engine that starts when you run out of electricity) and plug-in hybrids (which are like ordinary hybrids with a battery that can travel up to 30 miles before the engine starts).

According to the SMMT (Society of Motor Manufacturers and Traders), nearly 38,000 full electric and 35,000 plug-in hybrid vehicles were registered last year compared to 1.5M petrol and 583,000 diesels. Diesel sales are down from 1.3M in 2016 (a 54.6% fall over three years). Since petrol and diesel vehicles are more expensive to run and to maintain than electric vehicles, it is likely that their second hand values will fall much more rapidly than in the past.

More information is available from the Energy Saving Trust:

<https://energysavingtrust.org.uk/transport/electric-cars-and-vehicles/electric-vehicles>

Cllr Tom Bygott

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APPENDIX C
Payments Schedule for January 2020
(circulated separately)

APPENDIX D

Chairman's Report
14th January 2020

In December I received a phone call from a 'Project Manager' requesting a meeting to discuss our A14 Legacy Fund application for improvements to the footpath between the Church and the Guided Busway. I explained that this was only the third of our applications and that we had been lead to expect that the decisions on the other two were to be revisited. He promised to look into it and come back to me.

Also in December I received an email from Mike Evans of Highways England in response to my plea to maintain access to the M11 from the Oakington Road/Dry Drayton Road. In brief our concerns and expectations were dismissed and I have replied reemphasising our frustrations. Copies of the emails are circulated separately. I have received no further response.

Following our discussion at last month's meeting I have met with Graham Clare and will bring proposals for safety measures along the car park footpath to next week's meeting. Graham's firm preference is for bollards to be fitted along the car park edge as is common in supermarket car parks. I have asked GTC to provide any comments on their preferences. At time of writing the installation of the new MUGA lighting has been delayed until early February due to delivery issues with the new posts.

All will no doubt be aware of the sad passing of former chairman of GPC and husband of a current Councillor, Alan Rodger. We shall mark this with a suitable tribute at next week's meeting and send our deepest sympathy and best wishes to Mary and her family.

Thanks to Susie Cumming and Cllrs Andy Griffin, Douglas de Lacey and Anne Kettle for assistance in putting up the Christmas lights at the Cotton Hall and Pavilion, and to Jane Williams for assistance in removing them. Best wishes to all for a happy and successful 2020.

Haydn Williams

APPENDIX E

Parish website report - Girton Parish Council meeting, Tuesday 21 January 2020

By Rachel Thomason

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

I am writing this report after an informal website meeting held on Sunday 19th January. In terms of the content and design of the website, I am pleased to report that we are in a very positive place and ready to go live subject to some minor amendments that I will make and to the Parish Council's approval and agreement on the policies on the website.

The policies can be found here: <http://www.girton-cambs.org.uk/wp/policies/>. All of these policies have been lifted from the old website, except for the privacy policy that I have drafted from various templates and existing examples, including [Oakington](#) and [Cottenham's](#) privacy policies. This is a necessary and new addition to the website. Please would the Parish Council please kindly read and feedback on these policies so that they can be approved at February's meeting when an agenda item will ask the Parish Council to approve the website going live.

In addition, I have now uploaded all minutes from 2019 (December's to be received) into the Archive section of the site, allowing all forthcoming minutes for 2020 to be on the main page. There is now a place for the agenda to be uploaded so January's meeting agenda is also on the site. I will be contacting Girton Parish News, Andrew Haylett and Paul Greaney (Girton Parish News webmasters), and Alison, who very kindly started this website redevelopment, out of courtesy before we go live and to establish whether they would still like to contribute to the site.

Therefore, subject to these communications and the Parish Council's approval of the policies and site as a whole at February's meeting, then the date agreed to go live will be 1st March 2020 at the very latest.

Points to consider for the future would be maintenance of the site and further development and content. It was suggested in the meeting that a small group from the Parish Council are trained on Wordpress and how to edit the website, but that the key users would be the Clerk and Assistant Clerk. This would be a sensible idea and would lead to further progress like taking the Pavillion bookings online, for example.

I look forward to hearing your feedback in February's meeting and making the website live in due course. Thank you to the Parish Council for your guidance and especially to those who continue to support this project.