

## **Girton Parish Council**

Susan Cumming  
Clerk to the Parish Council  
Telephone: (01223) 472181  
Email: clerk@girton-cambs.org.uk

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

### **Minutes of the Annual General Meeting of Girton Parish Council held via video conference on Tuesday 4th May, 2021, at 7.00 p.m.**

*Residents were invited to submit written statements on issues of concern to any Councillor or the Clerk for presentation at item 21/50.1, with video-conference details for the public open session available on request from the Clerk.*

**Present:** (Cllrs) Williams (Chairman), Buckler, Cockley, Dashwood, de Lacey, Griffin, Kettle, Mitchell, Rodger, Thorrold

**In attendance:** S Cumming (Clerk)

**21/45 To elect the Parish Council Chairman for 2021-22** Cllr Cockley nominated Cllr Williams for re-election as Chairman, seconded by Cllr de Lacey. Cllr Williams accepted the nomination and was duly re-elected unanimously.

**21/46 The Chairman to sign the Declaration of Acceptance of Office.** The Chairman is to sign the Declaration of Acceptance of Office after the meeting.

**21/47 Welcome from the Chairman** The Chairman welcomed everyone to the meeting.

**21/48 Apologies and Reasons for Absence** Apologies for absence had been received from County Councillor Harford, District Councillor Bygott and the Assistant to the Clerk, and the Chairman accepted their reasons for absence.

**21/49 Members' declarations for items on the agenda.** None.

**21/50 Public Participation session on agenda items and matters of mutual interest:**

1. Members of the Public. Written representations to be verbally presented by Councillors. None.
2. County Councillor's Report. No report to receive as the County Council is in purda pending local elections on 6th May.
3. District Councillor's Report. No report to receive.
4. Police Report. No report this month.

**21/51 To confirm the Minutes of the Parish Council Meeting held on Tuesday 20th April, 2021.**

Item 21/38 was to be amended to read 'The Mayor had a budget of £100m but the second tranche was not offered'. Item 21/40.4 was to be amended to read 'In future Helping Girton will refer requests for help to

other agencies in the village.” With these amendments, the Minutes were proposed as an accurate record of the meeting by the Chairman, seconded by Cllr de Lacey, and approved with three abstentions.

**21/52 Matters arising from the Minutes (for information only) and review of action points**

East West Rail and A428 consultations are to be discussed later in the meeting.

The Chairman will speak to the Parochial Church Council regarding signage.

**21/53 Business items requiring a decision, or consideration by the Council.**

1. To elect a Vice-Chairman for 2021-22.

The Chairman proposed that Cllr Cockley be re-elected as Vice-Chairman, seconded by Cllr de Lacey.

Cllr Cockley accepted the nomination and was duly re-elected unanimously.

2. To approve the dates of the Parish Council Meetings for 2021-22. The Chairman proposed that meetings continue to be held on the third Tuesday of the month, seconded by Cllr Rodger, and approved unanimously.

3. To approve, agree the sizes of, agree the frequency of meetings, and appoint members of, the proposed Standing Committees for 2021-22 as follows:

- a) Planning Committee
- b) Sport and Recreation Committee
- c) Environment Committee
- d) Finance, Planning and Resources Committee
- e) Human Resources Committee

In light of the few Committee Meetings held, the Chairman suggested that every Councillor be a member of each Standing Committee to make it more likely to achieve quoracy. It was suggested that this could make it worse in terms of quoracy as members may feel less obliged to attend. The Chairman proposed that we stick to the current membership of Committees, all of which are to meet within the next two months. The Chairman proposed that Chairmen will be elected at the first meeting of Standing Committees and decide the dates of subsequent meetings. Seconded by Cllr Griffin and approved unanimously.

4. To approve Parish Council Task and Finish Groups.

The Pavilion Remodelling Group and Rewilding Group will continue as currently constituted.

5. To appoint trustees, representatives and advisors, if necessary, for 2021-22

- a) Youth Work Liaison Officer. Cllr Kettle agreed to continue in this role.
- b) CAPALC Representative. Cllr Godby has agreed to continue.
- c) Police Liaison Officer. Cllr Godby has agreed to continue.
- d) Public Rights of Way (Footpaths) Officer. Ms C Garvie has agreed to continue.
- e) Flood and Drainage Officer. Cllr Rodger agreed to continue, assisted by Professor R Irvine.
- f) Warden of Town End Close Nature Reserve. Mr G Thorpe had agreed to continue.
- g) Tree Officer. Cllr Griffin agreed to continue in the role.
- h) Health and Safety Advisor. Cllr Mitchell agreed to look into this and would appreciate training.

i) Child Protection Officer. Cllr Kettle agreed to continue.

6. To agree a provision for essential decision making including payments authorisation and planning application review, in the event of difficulty in arrangement of face to face meetings.

The Council will keep an eye on legal challenges. A contingency plan is needed so any essential decisions can be made by two Councillors and the Clerk, one of whom should be the Chairman. Proposed by the Chairman, seconded by Cllr de Lacey and approved unanimously.

A proposal to request use of William Collyn Community Centre Hall for our next meeting on the third Tuesday of June was approved unanimously.

7. To consider the Parish Council's view on submissions for street trading licences from food and beverage vendors. A street vendor has stated that they don't want to apply to South Cambs District Council for a licence if the Parish Council is going to turn it down. The Chairman proposes that the Parish Council would not oppose such an application, but it was suggested that this would set an unfortunate precedent. The vendor understands the rules and ought to obey them. Licensing gives the parish council a say on where and when trading can take place and is a way for us to control what is happening in our village. The Chairman suggests that vendors should feel it is not a waste of time to apply for a licence. There are no hard and fast rules, except that the Parish Council has agreed not to allow trading on the Recreation Ground Car Park. It was queried whether there is an inspection or food hygiene standard when applying for a licence: there are criminal records and food hygiene checks when doing so. It was noted that second-hand bicycle trading at the Village Institute site appeared to be without permission.. The Chairman agreed to investigate. Traders can also be fined £1000 for trading without a licence. Each case should be considered on its merits and in theory we aren't against people applying for street trading.

8. To agree steps to appoint a new Finance/Accountancy contractor. The Chairman proposed to delegate the appointment to the Chairman, Vice-Chairman and Clerk. Seconded by Cllr Griffin and approved with one abstention.

9. To consider an approach to management of fire risk and littering of Parish recreation fields and woodland. Impington Village College is to be approached to put out a warning that such practices are dangerous and also contacting Woodland Trust for advice about beaters etc. The bin near the entrance of 10 Acre Field should be reinstated with the groundsman to move the rubbish. An additional tasks review is needed with the groundsman. Cllr Mitchell is to ask the Fire Officer to advise.

10. To consider proposals for 2021 LHI application. This can be discussed with the County Councillor before submission. The speed of traffic on Oakington Road is to be monitored before any relevant application can be made. Also, the possibility of double yellow lines at Weavers Field and St Margaret's Road/Thornton Road will be proposed. These measures were discussed at the Annual Parish Meeting in 2019. Changes can be made between submission and the panel interview late in the year. The Chairman proposed to include the items mentioned and draft for agreement with our County Councillor. Seconded by Cllr Dashwood and approved with one abstention.

11. To consider the Parish Council's response to the A428 consultation and East West Rail consultation. Regarding the East West Rail consultation, we need to confirm the reasons we can still support this. It was suggested that we should say it would be a betrayal of the government's stance on environmental issues unless this is electrified. We can confirm that we believe there has been no change and secondly it must be electrically powered. Concern was expressed that there's a campaign against the southern route and dismay that the flood plan is only applied to Oakington, with potential flooding from an embankment. Approved unanimously.

Regarding the A428 consultation, dualling from Caxton Gibbet would give a much faster route into Cambridge and so requires that Girton Interchange be made into a 4-way interchange, but should not increase noise and pollution in Girton. The Council was unanimously in favour of the Chairman's email.

#### **21/54 Finance and Resource Management**

1. To approve the payments schedule to date this month (*Appendix A*). The Bowls Club payment should only be made on receipt of their accounts. Approval of the payments was proposed by the Chairman, seconded by Cllr Rodger, and agreed unanimously.
2. To note any significant variance from usual levels of monthly income/expenditure. None.

#### **21/55 Correspondence (to be received)**

The Chairman has received an email from a parishioner regarding the cycle path from Whitehouse Lane to Histon Road, and will check on a Cambs County Council map to see how much of this is in Girton.

#### **21/56 To receive reports**

1. Chairman's Report (*Appendix B*). There were no questions arising from the Chairman's written report.
2. Girton Town Charity Report. No report this month.
3. Water Management Report. No report this month.
4. Pavilion Refurbishment Report. No report this month.

#### **21/57 Items which the Council need to discuss at the next meeting.**

Girton Parish News is to be asked to remove Cllr Hickford's name from the listing of Parish Councillors as he has left the Council, and to list Cllr Rodger's name in the correct alphabetical order.

The pavement at the top of St Mary's Road is difficult for those using mobility scooters.

Regarding the Voi scooters for hire, a resident has several parked against her hedge and wonders if there are specific points where these are to be parked. The City Council to be consulted plus a note in Girton Parish News to allay concerns.

The meeting closed at 8.32pm

**APPENDIX A**  
**Payments Schedule for May 2021**  
(circulated separately)

**APPENDIX B**  
**Chairman's Report (May 2021)**

**28<sup>th</sup> April 2021**

It being only two weeks since my last report and a few days since my Annual Report there is very little to add at this point. However I can provide the following on issues that have arisen recently.

Firstly I was very disappointed but not too surprised by the low attendance at the APM yesterday. My preference to just publish the reports on-line as last year would have been more useful I think.

LXA have been appointed as Project Manager for the Pavilion refurbishment project and they have already begun the process of qualifying suitable companies for the Contract Tender process. The skip has nearly been filled with redundant materials from the Pavilion and the groundsman store. At least a further skip volume remains to be sorted for disposal.

I have received reports of random bonfires in the woodlands on the fringe of the 10 acre field and in the Millennium wood. Proposals for mitigating this problem will be brought to our AGM.

Cllr Lynda Harford and I have had a zoom meeting with the head of Gretton School to discuss options for improving road safety at the junction of the High Street and Cambridge road and the entrance to the new school site. 'Banksman' control of taxis entering and leaving, control and staggering of arrival and departure times and introduction of warning flashing light 'School' signs were discussed.

**Haydn Williams**