## **Girton Parish Council**

Yvonne Murray Clerk to Girton Parish Council Tel: (01223) 618619 Email: <u>clerk@girton-cambs.org.uk</u> The Pavilion Girton Recreation Ground Cambridge Road, Girton Cambridge, CB3 0FH

## Minutes of the meeting of Girton Parish Council Extraordinary Full Council Tuesday 25<sup>th</sup> January 2022 at 7pm St Vincent's Close Community Centre, Girton

| Agenda<br>No. | Item Description  | Action/Power |
|---------------|---|--------------|
|               | <b>Present:</b> Cllr Williams (Chair), Cllr Cockley (Vice-Chair), Cllr Carney, Cllr Dashwood, Cllr de Lacey, Cllr Griffin, Cllr Kettle, Cllr Muston, Cllr Rodger  |              |
|               | In attendance: Yvonne Murray (Clerk), Angie Vidler (Assistant Clerk)  |              |
|               | Members of the public: One  |              |
| 22/12         | Welcome from the Committee Chairman   |              |
| 22/13         | APOLOGIES AND REASON FOR ABSENCE  |              |
|               | Cllr de Lima (personal)   |              |
|               | Cllr Godby & Cllr Thurrold were absent  |              |
| 22/14         | MEMBERS' DECLARATIONS OF INTEREST FOR ITEMS ON AGENDA   |              |
|               | No declaration of interest.   |              |
| 22/15         | PUBLIC PARTICIPATION  |              |
|               | The member of the public introduced himself to Council  |              |
| 22/16         | OTHER MATTERS   | For decision |
|               | Committee for the precept for Girton and to approve one of these options for submission to South Cambs District Council (SCDC) by 31/01/2022.<br><u>APPROVAL:</u> Council approved a 6.5% increase to the precept for 2022-2023 following discussion and presentation of headline information on Accounts. This makes the total precept request for 2022-2023 an amount of £139,648 (Precept 3031/22 £130,956), an  | Approved     |
|               | increase of £4.20 on a Band D property. Proposed by Cllr Williams (Chair), seconded by Cllr de Lacey, Approval of Motion confirmed (unanimous)  |              |
|               | <b>DISCUSSION HIGHLIGHTS:</b> Cllr Muston stated that Council need to consider residents who could not afford big increases. Cllr Williams suggested that for this year we should avoid increasing the precept to >£140K which would need a detailed split of our accounting figures which was not yet accurately available.  |              |
|               | Cllr Williams proposed that the precept increase should be in line with inflation which<br>currently stands at over 5% and is projected to rise to 7%. An increase of 6.5% would be<br>appropriate, therefore. Cllr Muston stressed the need to be proactive and transparent in<br>communicating with Girton residents on allocation of surplus funds to reserves for use by<br>the village. Cllr Williams commented that this was a feature of the Finance Report at the |              |

|         | public Annual Parish Meeting in May each year. Yvonne Murray (Clerk) confirmed that<br>Communication policy & channels were to be reviewed as a Council priority. Cllr Carney<br>asked question on revenue made from hiring facilities owned by GPC. Cllr Williams<br>confirmed that prices were normally revised annually but had been frozen for the last two<br>years due to COVID. Cllr Cockley confirmed there would be a review of charges once or<br>development plan is complete and this would also reflect the need to charge VAT in the<br>future.<br><b>MOTION: Councillors are asked to approve an existing quote provided by Streets</b> |          |
|---------|--|----------|
| 22/16.2 | Accountants to advise on VAT Registration details for Girton Parish Council. Note: The decision to become VAT registered was confirmed in October 2021 Full Council.   |          |
|         | MOTION ALTERNATIVE (Cllr Williams proposed an alternative motion as below):<br>Councillors are asked to request a further quote from Streets after giving clearer more<br>specific detail around their requirements around VAT Registration advice. The request<br>will include but not be limited to:   |          |
|         | For Girton Parish Council  |          |
|         | <ul> <li>What is the procedure for registering for VAT?</li> <li>What regime of VAT GPC are to register for?</li> <li>What are the constraints on and procedure for back-dated claims (timeline for claims)?</li> <li>Any other considerations that Streets would advise GPC to consider based on their given requirements?</li> </ul>   | Approved |
|         | Two further quotes for advice on the detail of VAT registration will be sought by the clerk. These are required to be delivered in a 2-week period.  |          |
|         | <b><u>APPROVAL OF ALTERNATIVE MOTION:</u></b> Proposed: Cllr Williams (Chair), Seconded: Cllr Griffin, Approved, one abstention.   |          |
|         | DISCUSSION HIGHLIGHTS:   |          |
|         | Significant discussion took place by Council focusing on the below:  |          |
|         | <ul> <li>Strength and content of the original motion,</li> <li>Whether advice was needed by Council on VAT regime and back claims.</li> <li>Clarification that users will not be charged back-payments if VAT registration took place. Any back dated claim will only be made if the value significantly exceeds the VAT income liability.</li> <li>The need for quotes from three suppliers in line with Financial Regulations</li> </ul>   | Approved |
|         | As a result of above discussion, a revised motion was proposed and approved.   | ••       |
| 22/16.3 | <u>MOTION</u> : Councillors are asked to approve that Girton Parish Council (via the clerk) will<br>apply to NALC to take part in the Local Council Award Scheme for the Bronze Award.<br>The application will be made for the May 2022 round of National Panel dates.<br>Councillors are asked to confirm that preparation for GPC May Bronze Award<br>application will begin immediately following this extraordinary meeting.   |          |
|         | <b><u>APPROVAL</u></b> : Proposed by Haydn Williams (Chair), seconded by Ann Muston (Finance Chair). Approval of Motion confirmed (unanimous)  |          |
|         | DISCUSSION HIGHLIGHTS: Link to award scheme details: Local Council Award Scheme (nalc.gov.uk) and National Panel dates: file (nalc.gov.uk)   |          |

| Yvonne Murray (clerk) gave an overview of the Local Council Award Scheme and the purpose and benefits of the Bronze Award.   |
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| Cllr Muston confirmed her support for this initiative. She confirmed that she has signed<br>up for three NALC training courses and that Councillors need to be well-informed to carry<br>out Parish Council duties and to communicate the work of Parish Councils to our<br>residents. |
| Cllr Dashwood stressed the need to get the timing right so that Councillors can gain a better understanding of the scheme and to ensure that Council has the time to focus on achieving the Bronze award and being in good shape for the application in May.                           |