

Girton Parish Council

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The Pavilion
Girton Recreation Ground
Cambridge Road, Girton
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Girton Parish Council Full Council Tuesday 16th November 2021 at 7pm St Vincents Close, Girton

MINUTES

- 21/116 Welcome from the Committee Chairman** – Chair welcomed all to the meeting
- 21/117 To Receive Apologies and Reasons for Absence**
Apologies received from: Jane Buckley, Julie Dashwood, Corinne Garvie, Edna Murphy
Absent: John Thorrold
- 21/118 To Receive Members' declarations of interest for Items on the agenda**
None received
- 21/119 Public Participation**
- 21/119.1 Members of the Public** – See pages 13 to 15 which detail information regarding public participation.
- 21/119.2 County Councillor's Report** - In the absence of Cllr Murphy, Cllr Williams confirmed that all questions should be sent to Cllr Murphy by email.
- 21/119.3 District Councillor's Report** - In the absence of Cllr Garvie, Cllr Williams confirmed that all questions should be sent to Cllr Garvie by email.

Cllr de Lima added to Cllr Garvie's report that both paid a visit to Mrs Gayle Scott at the Thorndyke estate on Huntingdon Road. This property was built in 1924 by famed architect Baille Scott who also planned the garden on this 2-hectare plot where deer, foxes and badgers amongst other wildlife can be found. Mrs Gayle is worried about the lack of water that used to run through the property and feeds a small lake, which attracted a variety of waterfowl and houses a diversity of water critters. The reason for the lack of water is unknown but might be related to previous constructions on the neighbouring property.

She also mentioned that her other neighbours, Sir Geoffrey, and Lady Cass, have been experiencing flooding on their property grounds, which could be related to Eddington construction works. Both properties have borders with the Eddington development. Cllr Grieves agreed to contact the management there.

- 21/119.4 Cllr Bygott** confirmed he had submitted his report
He confirmed he had reasons to support residents on Oakington Road. He believed there should be no works until flooding problem fixed. He confirmed that often the best time to fix problems is when there is a flood. For some years nothing has been done on the flooding problem. If other types of works are

allowed at the same place, then the flooding problem will be forgotten. Cllr Bygott confirmed that Fairway and Dodford lane are at risk of flooding, and it is the District Council's responsibility to solve these problems.

Cllr Bygott confirmed he had a conversation at Council last month on Oakington Road.

He also confirmed that the Metro project had been officially scrapped. Also, a brand-new transport policy was to be launched soon.

Cllr Williams confirmed that the parapet on bridge was nothing to do with flooding. He confirmed that Oakington Bridge parapet needs repairing. Cllr Williams confirmed he felt it to be nonsense. Cllr Bygott confirmed that whilst the issues are technically separate, they are both required. Cllr Williams confirmed he felt it was a serious risk, there was a big crack on both sides. Cllr Bygott confirmed he had looked at the crack and flooding was the most serious issue.

Cllr Williams confirm the Greater Cambridge Consultation has just started and believed it closed on 8th December?

Cllr de lima asked if any reasons why flooding occurred? Just asking the question. Cllr Williams asked Cllr de Lima and Cllr Bygott to talk offline.

Cllr de Lacey confirmed that flooding had been addressed, he thought successfully. He also raised the point that Cllr Bygott had said Hotel Felix issue was seen as too difficult by Council Officers and had been shelved. Cllr de Lacey said this was an accusation of gross misconduct of the officers by Cllr Bygott. Cllr de Lacey confirmed Cllr Bygott was criticizing officers. Cllr Bygott confirmed it was the political leadership of Council. Cllr Williams asked Cllr de Lacey and Cllr Bygott to talk offline if desired.

21/119.5 Police Report – The Clerk was instructed to remove this item from future agendas as a police report was not submitted and is unlikely to be submitted in the near future.

21/120 To approve Minutes of last Girton Parish Council Full Council Meeting held on Tuesday 19th October

[Approval] Minutes adopted as a true record once all noted amendments in place.

[Action] Improve Timeliness and Quality of minutes

The Clerk received written amendments to last month's minutes from Cllr Williams. Amendments were confirmed by Cllr de lacey, Cllr Cockley and Cllr Muston. A summary of the issues below:

- Typos
- George Thorpe was not a councillor
- Coding was incorrect
- Item 21.29/4 was not quite correct
- Issues around the Hot tub superstore sign.

The Clerk apologized for the timing and quality of the minutes and confirmed that it had been due to a significant workload to correct the issues identified last month and to quickly put together a November Full Council agenda that began to correct the known issues.

In addition, the clerk confirmed that she had read former minutes of the Council and been able to identify motions and that a councillor had complimented her Nov Agenda confirming it included clear motions and decisions. The clerk asked Councillors to think about the point they are making before they speak. If they are not clear on the point, they are making this makes any minute difficult to note.

The clerk confirmed she was looking for 10/10 for both speed of delivery and quality of the Minutes with help of council.

21/121 Matters arising from the Minutes (for information only) – Not Applicable

21/122 Business items requiring a decision or consideration by Council

21/122.1 COVID Safety Measures for Council

Council reviewed safety measures for Parish Council meetings during COVID Motion to include:

- a) Need for ventilation in meeting rooms
- b) Using ZOOM workshops for discussion to enable clearer motions to be submitted at Committee where we meet in person.
- c) Consider whether Councillors should take lateral flow tests prior to meeting
- d) Any other measures

Following amended motion proposed by Cllr de lacey

‘That this Council, aware of the threat caused by covid-19 and the sensibilities of some who may wish to attend, will ensure that the rooms in which it holds its meetings will be as fully ventilated as possible, short only of opening more than one door to the room.

Cllr de lacey proposed amendment to confirm Council cannot discuss whether councillors can take lateral flow tests. He also felt that the motion on ventilation was too vague.

Cllr Williams and Cllr Carney asked question over whether two doors needed to be open.

Cllr Williams asked Cllr Lacey why Councillors could not be asked to take lateral flow tests before meeting. Cllr de Lacey confirmed he felt this was ‘Ultra Vires.’ Cllr Muston said this is a decision that councillors take. Cllr Muston confirmed that she takes Lateral flow tests, and it was a question of us being sensible. Cllr de lacey said we had no right to do as a council as confirmed under Local Councils Act of 1988 (he thought). Cllr de Lacey confirmed Councils can only work as per rights given to them. We cannot oblige an individual to take any action. Cllr Williams responded that we could ask. Cllr de lacey confirmed motions should have actions not suggestions. Cllr de lacey asked for a Councillor decision on amended motion.

Cllr Williams asked the Clerk if she had any advice to give Council? Clerk stated she could only give giving input from Histon and Impington and that was they suggested that Lateral Flow tests could be useful to safeguard councillors. Cllr de lima asked if council provide lateral flow. Cllr Williams could obtain free from chemists. Cllr Cockley suggest councillors do as per Histon & Impington.

[Action] Cllr Williams confirmed the issue of Lateral flow tests would be omitted from motion but asked clerk to send a communication about their use to all councillors at some future point?

[Approval] Cllr de lacey proposed acceptance of amended motion to remove mention of Lateral Flow tests approved.

[Approval] Cllr de lacey proposed approval of the amended motion on ventilation which was also approved.

21/122.2 Decision on Chair & Vice-Chair of Finance & Resource Management Committee

Cllr Williams confirmed that Cllr Muston had agreed to chair the Finance & Resource Management Committee.

[Action] Cllr Muston proposed as Chair and approved. Cllr Muston accepted and asked Council to bear with her as she has a lot to learn.

Cllr Williams asked Council if anyone wished to be Vice Chair. Vice Chair position remains open.

21/122.3 Temporary Office Accommodation

The motion is to terminate lease on Cotton Hall and revert to use of Pavilion office ensuring that suitable cleaning of the Pavilion office takes place.

[Motion proposed]

Cllr Williams directed council to a supporting document provided by the clerk.

Cllr de lacey asked for confirmation this was short-term, and Council may need to look elsewhere when the pavilion was being refurbished. Cllr Williams confirmed it may be possible to operate from Pavilion, switching location as building phases took place. It was suggested that St Vincent's office may be more useful than Cotton Hall. Cllr Carney asked if St Vincent's close could allow access if needed when pavilion refurbishment took place

[Action] Cllr Cockley requested the Clerk to write to St Vincent's Close administrator.

[Motion Approved]

21/122.4 Improvements of Operational efficiency & Governance [Papers included]

Approval is requested to undertake the following measures to improve operational efficiency and governance as a priority to ensure that Finance and key person risk are addressed as a priority as below:

- a) Approve as a priority use of Streets Accountants and Cottenham Computers as known suppliers to allow new Clerk & Assistant to the Clerk to have tools they need to provide operational and financial support to the council

Cllr Williams asked the clerk to clarify the motion. The Clerk confirmed that it was to approve the use of Streets and Cottenham Computers (known suppliers) without the need for three quotes for an interim period whilst issues highlighted in her report in October Full Council. Cllr Cockley asked if she could make a comment on IT support. Cllr Williams confirmed that was dealt with in a later motion.

[Motion proposed]

Cllr de lacey confirmed whilst that was fine in short term, as most Government departments know. 'This should be for a limited period for a year' and requested that the motion should include this sentence. Cllr Williams confirmed this proposal was only to be in place whilst known issues were resolved. Sentence added to the motion as requested.

[Revised Motion Approved]

- b) Approve support of Streets Accountants in line with and in order of their submitted scope of work to ensure AGAR and VAT claim are submitted on time next year
- c) Cllr Williams confirmed that there was no need for a decision on c) as it was included in the decision made under point b).
- d) Motion: Delegate choice of accounting software to clerk who is also acting RFO, Council Chair and Finance & Resource Management Chair. This is required as a priority due to cession of our version of Quickbooks and to resolve issues around Finance as soon as possible.

Cllr Williams confirmed new accounting software is required to improve management of Council finances. Cllr Williams confirmed switch is required now due to the cessation of the version of QuickBooks we currently use.

[Motion proposed]

[Motion Approved]

- e) Approve purchase of 2 x laptops from Cottenham Computers at a cost of approximately £504.75 each for Clerk & Assistant Clerk.

Cllr Williams introduced the motion and confirmed he was surprised that laptops were not procured last time that hardware was replaced.

[Motion proposed]

Cllr Carney asked if Cottenham computers would provide a complete service of supply and support. The clerk confirmed this was the case.

[Action] Cllr Carney asked if the Clerk could obtain the price of similar laptops on the open market, so we had this on record. The clerk confirmed she would do so.

Cllr de lima confirmed he had experienced some display issues on his HP laptop. Noted by the clerk. Cllr de lacey was concerned that there was nothing noted about risk mitigation primarily around back-ups. Cllr de lacey confirmed there could be a need for additional back-ups on external drives. Cllr Williams confirmed this had not been done.

[Action] Cllr de lacey asked for back-up process to be built into the process by Cottenham Computers and Office team. The Clerk will investigate the workings of this and ensure that the risk mitigation process is documented and transparent.

[Motion Approved]

- f) Approve purchase of 2 x MS365 Business licences at a cost of £9.40+VAT per user per month.

Cllr Williams explained the motion and asked Council to support the use of MS365.

[Motion proposed]

Cllr de lima asked if this would allow the use of Sharepoint and Teams. Clerk confirmed this was the case and that the intent was to bring a request to December Full Council to approve the issues of MS365 Basic licences for all Girton Councillors to allow to policies and information with robust privileges e.g., Read-only on a near real-time basis.

[Motion approved]

- g) Approve installation of above software to 2 x laptops to allow easier and quicker collaboration, removal of keyman risk
- h) Approve replace of Hard drive with Solid state drive to improve speed and reliability of 1 x existing Parish Council laptop at a cost of £130+VAT. This will be used by the Groundsman to improve Council communication and

[Motion proposed]

Cllr de lacey felt he needed to speak to Cottenham Computers about necessity and benefits of replacing the current drive with an SSD drive. The clerk explained that Cottenham Computers were replacing these drives at the rate of two customers a week. She also confirmed that Cottenham

Computers had attended at her home to grant access to Onedrive on the existing laptop owned by Girton Parish Council and had been unable to do so.

[Action] Cllr de lacey confirmed he needed more evidence and would like to speak to Cottenham Computers. The Clerk confirmed that she would ask Cottenham Computers to call Cllr de lacey.

Cllr Carney asked if an imminent problem for our Groundsman was that he could not access the laptop. The clerk confirmed that as a new Office team we wished to improve communication routes for the Groundsman to allow better support for our REC users of which our Groundsman is a primary contact and important ambassador for the Council. Cllr Carney confirmed that response seems reasonable.

Cllr Williams confirmed that any use of the existing laptop would only be effective if it were updated. He would ask Councillors to vote with no dependence on the discussion between Cllr de lacey and Cottenham Computers.

[Motion Approved]

21/122.5 Staff Support & Equipment

- a) Approve up to £20 per month is paid to Groundsman for use of his mobile phone for business calls and emails to improve communication and support of Assistant Clerk and Sports teams using Girton Recreation Ground
- b) Delegate to Clerk, Chairman and Chair of Finance & Resource Management to approve one of three quotes to allow Telephone & Broadband to be reconnected at Girton Pavilion with the aim of no break in service during refurbishment of the building.

The Clerk asked if Council could take a) & b) together given that the Assistant Clerk had prioritized obtaining quotes for this important priority. The Assistant clerk then gave details of all three quotes obtained. She confirmed Staff recommendation was BT quote, currently subject to a Black Friday deal saving £1,239 over 12 months from original price. In addition, council able to purchase an EE Sim card at £10 per month to support the Groundsman's need for a mobile phone. Details of these three quotes will be provided in a separate paper. Summary benefits of BT below

- BT - £28.50 for duration of 24 months. Black Friday offer
- All phone calls, landlines, mobiles + EE Sim card at £10 per month
- Groundsman to keep current number
- Supported by Expert Installation
- Cordless telephone supplied for free at cost of £75.00
- Only available for Black Friday
- £1,239 savings over 12 months
- We may be able to retain previous Parish Council number
- BT standing by to install early next week to allow our Parish Office to get up and running

Cllr Williams questioned why Girton Parish Council had previous quarterly bills of £700. No explanation available as this was prior to existing Clerk's tenure of the post. Cllr de lima asked for speed of broadband? Assistant Clerk confirmed 33 to 43 MB. Cllr Williams asked if BT was happy to do business with Girton Parish Council and Assistant Clerk confirmed that there appeared to be no problem with this. Cllr Williams confirmed that previous bill with BT was finally settled

Council asked to approve BT as the contractor for telephone and broadband as BT

[Motion proposed]

Cllr de lacey confirmed that the Groundsman was given a phone some years ago by Council and we should check if he still had ownership Chris was given a phone. The Assistant Clerk confirmed he had the phone, and all that was required was the SIM Card.

[Action] Cllr Williams confirmed that at some point we may wish to provide our Groundsman with a more modern phone at some point.

The motion was approved, and the Assistant Clerk was thanked by Clerk and Chairman for speedy and comprehensive quotes allowing the Council to get back up and running in the Parish Office as a priority.

[Motion Approved]

- c) Delegate to the Clerk, Chairman, Chair of Finance & Resource Management and Chair of HR the ability to include in December 2021 staff wages any additional payment that is due to incorrect hours being communicated to our Payroll team at Coles.
- d) Delegate to Clerk, Chair, Vice-Chair and Chair of Finance & Resource Management the ability to accept one of three quotes for shredding of documents that can be disposed of prior to Pavilion refurbishment.
- e) Cllr Williams confirmed there was no need for a decision on shredding as it was not a significant sum.
- f) Request approval for the purchase of an additional Defibrillator.

Cllr Williams confirmed the original action had been to move the defibrillator from Pavilion to Cotton Hall but on reflection that does not make sense as Defibrillator should be readily available. Cllr Williams then considered moving the defibrillator around the corner to sports field not the road. A cost for a new one at Cotton Hall is estimated at £1,050 plus VAT. Cllr Williams confirmed he had looked at several suppliers and the quotes is similar. Approval was requested to agree purchase of a defibrillator at Cotton Hall.

[Motion proposed]

Cllr Cockley suggested that the second defibrillator might be at the other end of the village. Analysis would likely prove that the devices were rarely used. Could Council think about locating one at Wellbrook end of village or revamping Telephone Box at Girton Corner as the Art gallery plan has died?

Cllr Cockley asked whether Council should ask Emergency services about benefits of having 2 x defib in such close proximity. What is the value? If we move to other side of the building people will not be aware. In fact, they may not be aware anyway. Cllr Carney suggested that whether people were aware was a quite different 'thing'. Apparently, WCCC does not have a defibrillator as Cllr Williams believes GTC declined to install.

At that point Cllr de lacey raised a point of order confirming that Councillors should put up their hand and wait for the Chair to ask them to speak.

[Action] The Assistant Clerk suggested that there should be a sign at Cotton Hall confirming the location of the defibrillator and Cllr Carney suggested that the position of the defibrillator should be on the Cotton Hall hire form. The Clerk will follow up on these points

Cllr de lacey confirmed that it would be courteous to speak to Ambulance service as they supplied the defib on the pavilion. Cllr Williams confirmed said No, it was paid for by Girton Parish Council.

Cllr Williams suggested the motion would be binned for the moment.

[Action] Revised Motion - Cllr Williams then removed the motion and replaced with new motion confirming that Council would investigate cost of revamping the old phone box at Girton Corner and install defibrillator

[Action] Cllr de lacey suggested that the Pavilion defibrillator may not be moved due to need for lighting and power. A variety of points were discussed before position was chosen. Cllr Williams believed it could be moved with no problem. The Clerk will check this out further.

[Revised Motion proposed]

Cllr Godby confirmed Abbeyfield do not have a defibrillator.

[Revised Motion approved]

- g) Request approval for Yvonne Murray as clerk to take on the additional role of Responsible Financial Officer (RFO) for Girton Parish Council. This will add an additional 5 hours per week to working hours to be paid at same pay rate as clerk.

Cllr Williams explained the motion. to add the position of RFO to the clerk role from the moment of approval and to add 5 hours to the Clerk's job description.

[Motion Proposed & approved]

21/122.6 Girton Parish Council Policy & Guidelines

- a) Request approval to modify Girton Parish Council Financial Regulations to correctly refer to our new process of on-line banking [Papers attached]
- b) Approval formation of a Task and Finish Group to review Parish Council Standing Orders and all policies.
- *Note: The Scheme of delegation sets the Councils agreed duties which are delegated to the Councils Officers.*

This is largely to allow operations and urgent decisions to be made by delegating to Clerk, Chairman and either Committee Chair or vice-chair.

Cllr Williams explained the motion and then Cllr de lacey confirmed that any changes to Standing Order must be proposed and then immediately deferred to next meeting. He explained that Financial Regs are part of Standing Orders Cllr Williams then nominated a Task and Finish Group be formed to review Standing Orders and Policies.

[Motion proposed]

Cllr de lacey then confirmed that Standing Order model must be in place, it is not for any Parish Council to start from a blank sheet.

[Motion approved]

Volunteers for the Task & Finish Group Cllrs Cockley, Muston, Williams and de lacey when his time allows.

21/122.7 Tree Survey

- a) Delegate to the Clerk, Council Chairman and Environment Chair the ability to approve one of three quotes to recruit a company to undertake a tree survey on behalf of Girton Parish Council. The last Tree survey was held approximately 3 years ago.

Cllr Williams explained the motion.

[Motion proposed]

Cllr Griffin confirmed a Tree Survey had had not been completed in over 10 years. Cllr Williams said that was not the case. Cllr Griffin said he had raised it in his first year on Parish Council and had been assured by the previous clerk that it was done likely five years before Cllr Griffin joining.

Cllr Williams confirmed that Del Cole was last man to do it but that was academic

Cllr Griffin confirmed that a tree survey should be completed every 2/3 years. He confirmed getting three quotes would be difficult. Cllr Griffin only knew of one person as every single tree has a TPO. Cllr Griffin confirmed we were only responsible for the trees on the land owned by Girton Parish Council. There was not a requirement for every single tree in Girton to be surveyed by the Parish Council. There was little/no information to confirm all trees owned by the Parish Council. He believed that the last survey may have been done by a Former South Cambs or County Tree officer. There was discussion around 10% being added to bill.

Cllr Griffin confirmed was the importance was not to get three quotes for tree survey, it was the three quotes for work to be done post tree survey by Tree surgeon.

Cllr de lacey confirmed that Acacia Tree Survey had produced very through document, and this may be in the Council archives. Acacia may have kept a record themselves about which trees were surveyed.

The Assistant Clerk confirmed that she had been asked the clerk to follow up with Rachel Edwards of treesurveys.co.uk to follow up to request a quote beginning with known Parish Council land – Recreation ground + 10-acre field. More land to add.

Cllr de lima confirmed he would like to participate in this process.

Cllr Griffin confirmed he was Tree Warden but would be happy for Cllr de lima to support him in that. Cllr de lima confirmed he would be taking possession of six fruit trees. Cllr Griffin confirmed he had a map with every single tree in the village from Cambridgeshire County Council in hard copy. Cllr de lima confirmed he had maps.

[Motion to delegate responsibility proposed and approved]

21/122.8 FOR INFORMATION

- a) Oakington Bridge responses to be reviewed in December Full Council
- b) Girton Colts Tuck shop to re-start at the Pavilion. Date to be confirmed

The Assistant Clerk confirmed that the Girton Colts Tuck Shop would restart in the pavilion from this Saturday 20 November. Following a conversation with Andrew Hawkes she would now be Tuck Shop manager and would be working with Andrew to find a place to store things.

- c) Volunteer Sia Maleknasri to assist clerk with creation of detailed Asset Register.
- d) Girton PC to formulate response to Greater Cambridge Local Plan (DDELACEY)

[Action] Cllr William confirmed that Cllr de lacey Response to Greater Cambridge Local Plan. Cllr Williams confirmed that an extraordinary meeting was to be called ahead of the consultation end date which was 16 December. The meeting would be to review our response to Greater Cambridge Travel Plan. There was no mention of Girton in the Plan

- e) Timing for next Pavilion TFG to be considered
- f) Christmas Fund-raising for Pavilion refurbishment to be considered.

A pavilion Task and Finish Group meeting will be scheduled on 24th November via ZOOM. Fundraising will be included on the agenda.

21/123 Finance & Resource Management

- a) To approve Payments Schedule for the past month in line with Scheme of Delegation approved in Full Council meeting of
- b) To note any significant variance from usual levels of month income/expenditure

Payments Schedule was not available as financial issues were still being reviewed. The Clerk expected to forward to Councillors next week. Delegation put in place in October Full Council is still in place.

21/124 Correspondence (to be received)

Cllr Muston confirmed she needed more history around the Bowls Club issues to support all three parties meeting as discussed earlier. More clarity is needed especially in her new role of Finance Chair.

Cllr Williams confirmed the meeting of three parties would be arranged by Girton Parish Council once the Bowls Club had provided their business case including cost of their required facilities.

Cllr Muston confirmed she had been to WCCC and there was conflicting information. She confirmed everybody needs to meet. Cllr Muston believes proposals have been given by Girton Town Charity to Bowls Club, but she needed to know more details. She was puzzled why parties were not talking.

21/125 To Receive Reports

21/125.1 Chairman's Report - attached

21/125.2 Clerk's Report – attached

The Clerk welcomed Angie Vidler, our new Assistant Clerk and Thanked her for hitting the ground running. She confirmed that tonight's agenda reflected a significant and prioritized chunk of work that had been completed since October's Full Council. Cllr Williams Thanked the Clerk for making such a great start. He remarked Mountains had been moved. The Clerk responded we need to address the Typos!

21/125.3 Girton Town Charity Report – attached

Cllr Williams confirmed that any comments or questions should be emailed to Town Charity

21/125.4 Girton Youth Project Report – not available, see comment from Girton Town Charity

Cllr Williams confirmed that the Youth Charity report was to be removed from the agenda going forward. Information on the Youth Charity will be included in the GTC report.

21/125.5 Footpath Officer's Report – attached

Cllr Carney confirmed there were two immediate suggestions that Council needed to address as soon as possible

[Action] Cllr Cockley remarked the hole over the bridge on the south side of the bridge. Cllr Carney confirmed there are two holes, one that would take his entire foot and the other that if he put his foot in it would disappear. Cllr Williams confirmed that he believed a report/complaint had been received from resident. There is a definite trip hazard. Could Work to be included within County works? No one is aware how far up that section of footpath can link to area with Weavers fields.

Can we confirm the Highways officer contact to ask if they can seal the holds? Clerk to follow up on Highways Officer contact for Cllr Carney.

Cllr Williams confirmed there has been a 'hoo haa' with owners of the land. Highways were to take action along the length of the footpath but did not get agreement from the owner. Cllr Kettle had spoken with our previous County Councillor and apparently the land belongs to St Johns college.

[Action] Cllr Carney confirmed the footpath between Girton College and land belonging to St Johns is going to flood and is barely passable. Cllr Carney to follow up with Cllr Murphy.

21/125.6 Water Management Report – attached
Cllr Rodger confirmed there was nothing to add

21/125.7 Kiosk Plans Report – not available
Cllr Williams confirmed that there was no Kiosk Plan Report. He explained that this was to turn the kiosk at Girton Corner into an Art Gallery. The project had died a death and he asked the clerk to remove it from the agenda going forward.

21/126 **Items which Council need to discuss at next meeting**

Queen's Green Canopy

Operation London Bridge – Cllr Williams confirmed there had been an email from our Rector about obtaining a Book of Condolences should our monarch not be with us. Cllr Williams had identified a nice book for approximately £300.

Sport & Rec Users Meeting – Cllr Cockley confirmed there was a need to regroup with Sport & Rec, especially now our Assistant Clerk is on board. Our Assistant Clerk is to meet users individually. Cllr Cockley is aware of need for budgeting. Cllr de lima would be keen to participate in the Sport & Rec Committee. The Assistant Clerk confirmed that the best timing for a Sport & Rec meeting would be January

Local Nature Recovery Plan – Cllr de lima would like to discuss local nature recovery plan as an upgrading to Rewilding plan. He had talked about the plan with Pippa Heyling. He would like to provide a short presentation on next steps at Dec Full Council. Cllr Williams confirmed that item would be a great addition to the agenda. Cllr de Lima would like to include an article on the plan in GPN. The Clerk is to introduce Cllr de Lima to Rob Neal, editor of GPN

Cllr Carney raised need to investigate parking at High Street/Camb Road near former language school. Cllr Williams to ask Cllr Murphy to set up a meeting with the principal. Cllr de lima confirmed there was similar problems at Thornton Road. Cllr Godby confirmed that there had been some improvement near the language school with cars moving slightly back from the corner.

Cllr Carney asked about who was responsible for dog bins in the village. The dog bin near the allotment had fallen on floor. Cllr Williams to confirm if contractor or Chris.

Cllr de lima confirmed he would be in possession of six free trees to be received by 6 Dec. A location for one of the trees already has a home. Cllr Williams asked Cllr de lima to bring proposals to next Full Council.

Cllr Carney raised an IT issue that had come up as part of his CAPALC training. Emails should have specific parish council and should be actioned as soon as possible. Cllr Williams confirmed the Clerk had that item in hand. The clerk stressed the importance of this item, and the intent was to bring this item to the next Full Council. Improving the web addresses using a.gov.uk domain plus the acquisition of MS365 licences for all Councillors

[Action] Cllr Kettle asked about progress with the quote to repair playground equipment. Cllr Rodger confirmed that progress was slow and there was no immediately identifiable supplier to give a third quote. Cllr Williams confirmed he would trawl the web.

[Action] Cllr Williams confirmed there was a need to appoint a successor to George Thorpe. Cllr Williams will put in the Parish News and circulate an email to the Green team.

Cllr Muston confirmed there are large potholes in Thornton Road. Cllr Williams confirmed we should report on County Council website. It is the only way to get them actioned and eventually they should be actioned. The Clerk confirmed there was an initiative with Histon and Impington to obtain electronic data from County to give Parish Councils better oversight of potholes in our villages. Cllr Williams confirmed the County data platform was a bit of a black hole.

21/127 **Date of next meeting(s)**

Yvonne Murray
Girton Parish Clerk
13th December 2021

Girton Parish Council Full Council
Tuesday 16th November 2021 at 7pm
St Vincents Close, Girton

PUBLIC PARTICIPATION

Girton Bowls Club

Four members of Girton Bowls Club (GBC) were in attendance. A copy of a letter from GBC was emailed to Councillors ahead of the meeting. GBC members in attendance: Dave Fryer (Chair), Paul Tippet (Member), Lynn McGill (Secretary) and Roger Webster (Treasurer). Cllr Williams confirmed that 3 minutes was the time available for public input.

Dave Fryer gave a 2-minute introduction confirming GBC was founded in 2014 and the Bowls green was built the same year. There were no toilets at that time, it was understood that toilets would be made available on completion of the building of Girton Community Centre. The Bowls club entered the league in 2015 and a portaloos was hired. Dave Fryer confirmed requests from Girton Bowls club to Girton Town Charity (GTC) to meet with their management company were denied. The toilet requirements from the Bowls club classed them as a 'unique hirer.'

William Collyn Community Centre (WCCC) opened in 2019. To gain any access to WCCC, supervision is always required. Therefore £8.00 per hour is required from Bowls Club for use of the toilets. All proposals for access by the Bowls club were rejected. GTC suggested that responsibility for GBC access reverted to Girton Parish Council (GPC).

Roger Webster (GBC) confirmed the club were grateful to the GPC for their efforts to support the GBC. Since it was founded in 2014, GBC has gone from strength to strength. They are a vibrant club with a strong committee whose members come from a wide range of age groups. They are ambitious and offer their members benefits including companionship and wellbeing. There is an active youth section in GBC. GBC volunteers are responsible for maintaining the Bowls Green. Roger thanked GPC for the £500 provided for materials.

GBC are often praised for the quality of their Green. However, members and guests are disappointed by lack of toilet facilities. Members have been lost due to the lack of toilets.

Access to WCCC is not always available and when it is available, it is expensive. GBC feel that GTC is unwilling to engage, suggestion for coded box holding key was denied, modification to building was not possible. GBC feel this creates an impossible position where the club is unable to grow.

GBC request support from GPC to help erect new building with toilets and changing room next to Bowls Green. GBC would fund all running costs as they feel WCCC will remain a community building with non-accessible toilets and poor design, and in addition they have poor communication with GTC. GBC request GPC give full support for new building to help attract new members, improve health and wellbeing of more residents. Can GPC assist with a way forward?

Cllr Williams spoke about background of the Bowls issue. He confirmed the GPC is sympathetic to GBC situation and wonders if GTC can come to some compromise to allow access toilets and changing rooms?

Cllr Williams confirmed that at the last approach from the GBC, GPC had confirmed they would need to see a Financial Business case that included funding and minimum costs of the new building suggested by the GBC. He reiterated that to move forward with provision of any facilities for the Club, minimum costs would need to be confirmed.

Roger confirmed WCCC require £9K per year for use of toilets, GPC support was needed for these facilities.

[ACTION 1] GBC confirmed they would take time to cost required facilities. Cllr Williams confirmed he would need to see difference between funding of new building and costs to access WCCC.

GBC asked whether GPC recognizes there was a breakdown between GPC and GTC on the design of the building. Cllr Williams had sent letter to confirm [HW please send letter to clerk]. Cllr Williams had been unable to find any further letters until the one that included a copy of the final plans.

GBC confirmed they felt that GTC had shut down all communications with them and that a growing club providing a facility for the village was being rejected by them.

Cllr Williams asked if there was their space for a building? GBC confirmed there was space.

GBC confirmed they had difficulty even finding a hall and their original ambitions for a facility had now been cut down to the bare minimum. The confirmed that without the expectations of the facilities for the WCCC, the building of the Bowls Green may have been rejected.

GBC request for an additional toilet building attached to WCCC, which would be sensible due to the services in place had been blocked and they are now faced with standalone Toilet/Changing facility for the bowls area

[ACTION 1] Cllr Williams confirmed the minimum cost for the proposed GBC was required by GPC. Dave Fryer confirmed it would be very much an estimate. Cllr Williams confirmed an estimate would be fine and on receipt GPC would take the information to GTC.

[ACTION 2] Cllr Muston asked if there had been a case when GTC, GPC and GBC had all got together to discuss as otherwise it becomes a 'He said/She said' situation. Cllr Muston would welcome a joint meeting with all three parties. Dave Fryer confirmed the Bowls Club totally agree. Cllr Muston confirmed she was unaware of history, and history often gets in the way of current discussions. People are not listening to each other. Cllr Muston confirmed her agreement with Cllr Williams and her main thought is that dialogue is required with all three parties and arbitrator if needed. It is only fair to everyone to meet.

Cllr de lacey confirmed that the 15 minutes for Public Participation was nearly at an end. Also, Q&A with Councillors from discussions raised by the Public is not allowed. Cllr de lima confirmed with the estimated cost then GBC could go to charities or other sponsors for support.

Oakington Bridge Scheme

Victoria Brown, a resident on Oakington Road attended Girton Full Council to talk about the Oakington Road bridge proposal. Victoria confirmed she would aim to be quick given time constraints. She confirmed that whilst residents welcomed action to improve the bridge none of them wanted a single pinch point for traffic at the bridge. Whilst it may reduce traffic flow through village, traffic would back up down their road. There is a bus stop just five cars back from where pinch point is to be sited. For Victoria personally who owns horses there is a bridleway twenty metres away. At the pinch point horses will have to wait. Buses coming out of village will probably put air brakes on, which will frighten horse, creating danger for horse, rider, and traffic. Idiots driving on bridge as single lane will likely create further problems

Victoria confirmed that residents were hurt that no one had come and consulted with them They had also been unaware of the Cycle path construction. The first thing they knew when Highways arrive to carry out the work. Cllr Murphy's suggestion of repairs to the parapet were an expensive answer to nothing.

Cllr Williams confirmed he was upset people were confusing two different matters to do with Cycling and Safety. The new Cycle path made scheme would make cycling safer as it was hazardous

The Cycle path now in place improved safety as previously it had been hazardous, therefore Highways decided to implement the new path with money from Northstowe. No one was consulted. Cllr Williams confirmed Oakington Bridge has no width to ride bicycle.

Victoria confirmed it is interesting that no one is taking account of how residents feel. Residents' comments on the Girton Parish News (GPN) article are that it is a little vague. GPC asked us as valued members of the village, it now hurts that we are not being heard. Victoria had spoken to elderly residents with no WIFI, and they were not aware of the potential scheme. As a younger resident who is forthright, she has communicated people on the street to ask for their feedback to bring it to the attention of GPC.

Victoria agreed with some comments from GPC however, they do not feel for a length of 10/15 metres the plan is appropriate. How many cyclists have crashed on Oakington Bridge, as a resident Victoria was not aware of any accidents of this type?

Cllr Williams asked to be taken back 20 years, traffic problems did not occur. Victoria responded that you do not get traffic or problems. Oakington is problem due to traffic lights. In her road she has a bus stop, just five cars away. When the cycle path was being built there were physical fights to get past. If you add in animals, you are entertaining a situation that happened 17 years ago when car crash happened.

Victoria asked GPC to consider alternatives and not to present the existing scheme as a fait au complet.

Cllr Williams asked Victoria if she and the residents had ideas. Victoria responded - Speed bumps. Speed reduction? Cllr Williams confirmed the Parish Council had tried to get speed limit from 40 to 30 but was always rebuffed. He hoped that would be reconsidered.

Victoria confirmed that was Fantastic News! Congratulations – so why the implementation of a traffic pinch point, which will affect your residents' lives. Can you show me the record of issues? Cllr Williams confirmed he knew of several cycling accidents where cyclists had collided with walkers. Victoria asked about accidents between horses and cars that do not give way. There is one per day through the country.

Victoria confirmed she was imploring Girton Parish Council to think about alternatives and to come back to her and the residents.

Cllr Williams confirmed it was a Highways issue not Parish Council and the outcome would be dependent on outcome of survey. Victoria implored Highways to come and talk to residents.

Paul Tippet from the Bowls Club wanted to make a comment, Cllr Williams confirmed that was not permitted due to Council Standing orders. Cllr de Lima asked if there was any data available from Highways?

[Action] Clerk undertook to give Victoria contacts to Camcycle and County Council.

Cllr de lima raised the point that only change velocity of a road after 3 accidents occurred. Victoria confirmed it was the loss of three human lives before a speed camera would be implemented.