

Girton Parish Council

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

NOTICE of MEETING: GIRTON PARISH COUNCIL
MEETING FULL COUNCIL
DATE & TIME: Wednesday 12th October at 7pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

Members: 12 **Vacancies:** 3 **Quorum:** 5

MINUTES

Agenda Item	Item Description	Action/Power
Members: [10] Cllr de Lacey (Chair), Cllr Carney (Vice Chair), Cllr Betts, Cllr Blom, Cllr Clare, Cllr Cockley, Cllr Giles, Cllr Hayat, Cllr Marshall, Cllr Muston Present: Yvonne Murray (GPC Clerk), Angie Vidler (GPC Asst Clerk) Members of the Public: [8]		
22/152	Welcome from the Chair Cllr de Lacey welcomed Councillors and extended a special Thank you to members of the public for their attention. He began the meeting with an apology to Cllr Williams as below: "Since we have an apology from Cllr Williams, I would like at this stage to offer him an apology for a concern he expressed over my handling of the Pavilion Task and Finish Group at the start of this Council year. He has said 'the consequence of the way the AGM handled this matter is that members were given the strong impression that the project was not being managed and that this was down to me' which has left 'a slur on my reputation and integrity and the competence of the group in general'. He also feels this is why some members have the impression that they can make fundamental changes to the project. I sincerely apologise to him if this was the impression I gave; it was certainly not my intention and I regret that this may have led to unnecessary friction in the TFG and have grieved Cllr Williams personally. I am immensely grateful for the time and effort he has put into the project and again apologise if my remarks were inappropriate. I would like this minuted, please." <i>Written text above provided by Cllr de Lacey to GPC Clerk for inclusion on these minutes.</i> Please note Council meetings are now being recorded by Councillors.	
22/153	To Receive Apologies and Reasons for Absence Cllr Williams, Cllr Wright	
22/154	To Receive Members' Declarations of Interest and Dispensations No declarations of interest	
22/155	Public Participation	

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	<p>A resident gave an update and a request to Council for them to follow up on an item that had been discussed previously with Cllr Harford and Cllr Williams about possible improvements in safety in Horse Riding along Oakington Road. Cllr Murphy to investigate.</p> <p>Cllr de Lacey thanked the resident for coming and confirmed she had been heard.</p>	
22/156	<p>Councillor co-option – Consider application for co-option to the Council.</p> <p>APPROVAL: <i>Cllr de lacey proposed. Seconded by Cllr Cockley. Unanimous approval.</i></p> <p>Julie Dashwood was welcomed onto Girton Parish Council by Cllr de Lacey following above approval. Cllr Dashwood signed the 'Declaration of Acceptance of Office' form.</p>	Approved
22/157	To Receive Reports <i>(for information only)</i>	10 Mins
22/157.1	<p>County Councillor</p> <p>Cllr Carney asked about Highways and Transport, Cycling and Walking plan and whether there was any that affected Girton. Cllr Murphy confirmed there were no dramatic new proposals.</p> <p>Cllr Hayat stated he had been to County web page which had details of support for residents coping with cost of living. He confirmed that for someone in need the website may not be user-friendly.</p>	
22/157.2	<p>District Councillors</p> <p>Cllr Garvie on Holiday.</p> <p>Cllr Giles asked for an update on the meeting about Girton Neighbourhood Plan. District Cllrs had considered how Girton could take better control of planning for village. Village Design Guide could be a consideration. Cllr Stobart explained whilst the Local plan is what covers the local aspect of the village. A Neighbourhood Plan is a way of customizing the Local Plan to align with Village. Community activity is key with the Parish Council taking a lead. A Neighbourhood Plan is onerous but it words and community come through with much more clarity around what the community want. The advice that came from the meeting was to keep focus on things important to Girton. A good way of starting this process is to engage the Community and have the community say what is important.</p> <p>A Neighbourhood Plan cannot stop development but can give some control by characterizing Girton and sum up in a set of principles.</p> <p>Engagement with big landowners could be an important part of developing the Plan. It may be useful to involve e.g., St Johns College.</p> <p>Cllr Giles is to take a look at the process. Cllr Stobart wished the Council every success with this initiative.</p> <p>Cllr Hayat asked why Cambridgeshire Acre had put a hold Warm Hubs. Cllr Stobart confirmed he would find out.</p> <p>Cllr Dashwood confirmed that the previous Council had drafted a mini-Neighbourhood Plan which could provide some context for the Neighbourhood Plan.</p>	

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	Cllr Clare stated he understands that Neighbourhood Plan is a large undertaking and cannot be used to put in place items that are inconceivable.	
22/157.3	Girton Town Charity (GTC) – No report this month.	
22/157.4	Footpath Officer’s Report – No report this month.	
22/157.5	Water Management Report – No report this month.	
22/157.6	<p>CAPALC Report</p> <p>Cllr Carney noted that because no mandate from Parish Council were not able to vote in these meetings. Is a mandate from Council needed. Cllr Muston stated a simple motion would be all we would need to give Cllr Muston the ability vote on behalf of council.</p> <p>Cllr Muston raised from the meeting the need to support Clerks. She felt GPC Clerk as the Proper Officer was key in Council governance and CAPALC is key in supporting the Clerk and Governance. Training is needed for Councillors if we are to fully understand the roles and responsibilities of councillors.</p> <p>Cllr Clare stated he was not sure what Cllr Muston was proposing. Cllr Muston stated the need for more open discussion and workshops.</p> <p>Cllr Hayat confirmed he agreed with Cllr Muston.</p>	
22/157.7	<p>Events update (Cllr Marshall, Cllr Hayat)</p> <p>Cllr Hayat encouraged members to join events committee. Two people are looking at a number of events. There has been an approach from Cotton Hall for Christmas lights.</p> <p>Cllr Hayat to raise a motion to propose a motion for the Coronation.</p>	
22/157.8	Clerk’s Report - No comments	
22/157.9	<p>Chairman’s Report</p> <p>Cllr Muston raised point on Chair’s report welcoming Cllr Dashwood may have been premature as voting had not taken place.</p> <p>Cllr de Lacey stated he had pre-empted. It was careless use of language.</p>	
22/158	<p>To Approve Minutes of Girton Parish Council Full Council Meetings: 28th September 2022</p> <p>AMENDED MOTION: <i>To defer Approval of Minutes until they are in a format to be approved. Chair, Vice-Chair and Clerk to discuss. 3 Approved. 3 Against. 1 Abstention. Chair has deciding vote.</i></p> <p>Debate Highlights:</p> <ul style="list-style-type: none"> • Significant discussion took place about the detail of the minutes and inclusion of Cllr Williams and Cllr de Lacey’s comments which were a focus of the previous meeting in their absence. • Discussion also took place about the detail to be included in minutes whilst required documentation. 	Deferred
22/159	<p>Matters arising from Previous Meetings <i>(for information only)</i></p> <p>No Matters arising.</p>	For Information

Agenda Item	Item Description	Action/ Power
22/159.1	Action List – to be attached. (Expected to be available for Nov Meeting)	
22/159.2	Any other Matters arising – A chance to raise any comments/concerns on previous agenda items	
22/160	To Receive update from GPC Committees	
22/160.1	Environment Committee Cllr Giles – meeting to be scheduled to look at budgeting. Would really appreciate viewing the Neighbourhood Plan that Cllr Dashwood highlighted.	
22/160.2	Finance Committee Cllr Muston and Cllr Hayat stated they had prepared a Profit & Loss by Committee together with the RFO. They believe it is key in highlighting money not being spent. Cllr Muston – profit & loss. Cllr Hayat. Cllr Muston stated that it had taken more than a year to get Street Light bill and requirements solved. Cllr Stobart stated he would try to help.	
22/160.3	HR Committee - No comments	
22/160.4	Planning Committee - No Comments	
22/160.5	Sport & Recreation Committee - No report	
22/161	To Approve Finance and Resource Management	For Decision
22/161.1	To note payment of accounts under delegated approval: See RFO Report	
22/161.2	To Approve payment of outstanding accounts due – See RFO Report (Page 43) APPROVAL: <i>Cllr de Lacey proposed. Cllr Giles seconded. Approved. 1 Abstention.</i> Cllr Hayat appreciated use of the projector which gave him greater understanding.	Approved
22/161.3	To Receive a report from Assistant Clerk on Amounts paid in	Noted
22/161.4	External Audit Report - Consider Report from External Auditor See published AGAR forms on ' https://www.girton-cambs.org.uk/agar-girton-parish-council . Cllr Muston extended her Thanks to the Clerk.	Noted
22/162	Business items requiring a decision, or consideration by the Council	For Decision
22/162.1	Village Bus Service – To consider planned reduction in village bus service. AMENDED MOTION: <i>As circulated by Cllr de Lacey ahead of the meeting. Cllr de Lacey approved. Cllr Betts seconded.</i> AMENDED MOTION: <i>Letter to state 'stagecoach and other bus providers. Cllr Carney proposed. Cllr Cockley seconded. 9 Approvals. 1 Abstention.</i> DEBATE HIGHLIGHTS: <ul style="list-style-type: none"> • See Community Website for Stagecoach Bus Service. • Clerk documented and circulated social media comments. • Cllr Dashwood highlighted the need to send the letter to three organisations as soon as possible. • Cllr Carney wondered if we should speak to the Combined Authority and be asking them to work with Stagecoach and other bus providers. There are others in the County and if there is a way that other companies can fill in these gaps 	Approved

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	<ul style="list-style-type: none"> • Cllr Murphy highlighted there would be a Combined Authorities meeting next week. Some routes abandoned by Stagecoach would be commissioned when Stagecoach ceased operating. Cllr de Lacy highlighted these were only routes that were completely discontinued service not where services are cut. 	
22/162.2	<p>Council to Agree to purchase wreath and donation for Remembrance Sunday, spend up to £100 in accordance with powers under S137 of Local Government Act 1972.</p> <p>APPROVAL: <i>Cllr de Lacey proposed. Cllr Blom seconded. Unanimous approval.</i></p> <p>Debate Highlights: Cllr Hayat requested a business case for this item. GPC Clerk stated she would be happy to prepare to give information on this process for the future.</p>	Approved
	<p>Standing in the name of Cllr de Lacey, Council to agree to erect signage in the Wellbrook woodland indicating that it is the property of and maintained by Girton Parish Council to a maximum cost of £300.</p> <p>APPROVAL: <i>Cllr de Lacey proposed. Cllr Carney seconded. 9 Approvals. 2 Abstentions.</i></p> <p>Debate Highlights:</p> <ul style="list-style-type: none"> • Main reason for requesting sign is to discourage apparent vandalism in the wood and the apparent chopping down of trees. • The sign indicates ownership by Girton Parish Council. • Cllr Hayat raised the need for a Business Case in written format, so all Councillors were following due process. • Cllr Blom asked if there should be an amendment to the signage regarding the removal of dead wood from Council land. • Discussion took place on the possible effectiveness of signage. Also, inclusion of additional laminated signs in the wood. <p>Proposed Signage wording: <i>This woodland is the property of, and maintained by, Girton Parish Council. Enjoy it but please treat it with respect. No cutting down of vegetation, fly tipping, removal of dead wood or antisocial behaviour. Please contact the Council if you have any questions regarding management. Girton Parish Clerk (Clerk@girton-pc.gov.uk)</i></p>	Approved
22/162.4	<p>Council to Agree hedge cutting of Town End Close by existing contractor.</p> <p>APPROVAL: <i>Cllr de Lacey proposed. Cllr Giles seconded Unanimous approval.</i></p> <p>APPROVAL: <i>Suspend Financial Regulations: Cllr de Lacey proposed. Cllr Betts seconded. Unanimous approval.</i></p> <p>Debate Highlights: Cllr Hayat asked that a business case should consistently be initiated for all motions. Cllr Carney asked for Financial Regulations to be suspended.</p>	Approved

Agenda Item	Item Description				Action/ Power
		Price	VAT 20%	Total	
22/162.5	<p>Council to Agree three-year Hedge Cutting contract for Girton Recreation Ground (<i>See Business Case</i>)</p> <p>APPROVAL: <i>Cllr de Lacey proposed. Cllr Giles second. Unanimous approval</i></p>				Approved
22/162.6	<p>To recommend items for forthcoming Agendas and consider required supporting information. These items can then be fully understood by Council and required supporting information and meeting dates can be agreed.</p> <ol style="list-style-type: none"> 1. Agree contractor for Safety Fencing at Girton Recreation Ground 2. Agree spend on Audio Visual Equipment 3. Agree spend on Projector. 4. Agree adoption of Financial Regulations 5. Agree adoption of Standing Orders 6. Agree adoption of Dignity & Respect policy (Civility & Respect) 7. Agree spend and implementation of Safety Fence in REC Car Park 8. Agree guidelines for publishing Draft Minutes 9. Agree placement of Parish Council Funded Benches 10. Agree formal adoption of Village Planters 11. Agree adoption of template to present Girton Parish Council Business Case <p>AMENDED MOTION: <i>Defer motion to a Workshop. Cllr de Lacey approved. Cllr Carney seconded. 5 Approved. 4 Against. Motion carried.</i></p> <p>DEBATE HIGHLIGHTS:</p> <ul style="list-style-type: none"> • Cllr Carney asked for Clerk's input. • Cllr Hayat asked about the ability to discuss items in Committees. • Cllr Muston expressed wish to go ahead whilst Council members were there. • Cllr Muston and Cllr Hayat expressed the importance of process and understanding of what motions could be added to Agenda. 				Deferred
22/163	<p>To Receive Correspondence addressed to the Council.</p> <p>Discussion took place about requirements for Correspondence presented to Council. GPC Clerk to investigate this process.</p>				Noted
22/164	<p>To give feedback on Effectiveness of Full Council Meeting</p> <p>AMENDED MOTION: <i>Defer motion to a Workshop. Cllr de Lacey approved. Cllr Carney seconded. 7 Approved. 2 Abstain. Motion carried.</i></p> <p>DEBATE HIGHLIGHTS:</p> <p>Discussion about effectiveness of meetings and the productivity of the last meeting took place.</p>				Approved
22/165	To Approve Communication of items from this Agenda				Approved

Agenda Item	Item Description	Action/ Power
	Council approved delegation to Clerk to communicate draft agenda.	
22/166	Date of next meeting(s): Wednesday 9th November	
Meeting Ended: 8:59		