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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 9th November at 7.30 pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

Members: 13 **Vacancies:** 2 **Quorum:** 5

MINUTES

Agenda Item	Item Description	Action/ Power
	<p>Members: [10] Cllr de Lacey (Chair), Cllr Carney (Vice Chair), Cllr Betts, Cllr Blom, Cllr Clare, Cllr Cockley, Cllr Dashwood, Cllr Giles, Cllr Marshall, Cllr Muston.</p> <p>Present: Yvonne Murray (Clerk), Angie Vidler (Asst Clerk)</p> <p>Members of the Public: [Seven]</p>	
22/167	<p>Welcome from the Chair The Chair welcomed everyone to the meeting, especially the members of public attending.</p>	
22/168	<p>To Receive Apologies and Reasons for Absence Cllr Hayat, Cllr Williams, Cllr Wright</p>	
22/169	<p>To Receive Members’ Declarations of Interest and Dispensations <u>Declarations of Interest:</u> Cllr Carney - Partner is a trustee of the Cotton Hall Cllr Muston - Partner is a trustee of the Girton Town Charity</p>	
22/170	<p>Public Participation <i>No Members of the Public wished to speak to Council</i></p>	
22/171	<p>Councillor co-option – No one has come forward for co-option as of 3rd November 2022</p>	To Note
22/172	<p>To Receive Reports (<i>for information only</i>)</p>	10 Mins
22/172.1	<p>County Councillor – No questions</p> <p>Cllr de Lacey asked Council to address their comments directly to Cllr Murphy.</p>	
22/172.2	<p>District Councillors</p> <p>Two important points to note:</p> <p>1. Street Trading situation in Girton Cllr Garvie confirmed the District Councillors had been in contact with Cllr de Lacey and received emails about the Kebab Van from residents</p> <p>They were grateful to Cllr de Lacey for his work. However, their concern is that accommodating the van will be seen as a precedent as per Orchard Park Could Council consider writing Girton Commercial Vision Plan as a priority? It could be a standalone plan or part of a wider community plan.</p>	

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	<p>There may be concerned people in the village may like to contribute to this commercial vision for Girton.</p> <p>Council re-confirmed their support for Village Markets and High Street trading. Cllr Stobart added that he and Cllr Garvie have consulted with Colleagues about the Street Trading Licence and are reminded that the Street trading policy updated in March was partly a regularization of what existed already. Issuing the policy had given SCDC an overview of what is happening with Street traders in each Parish. SCDC is moving to a process that is more like the Planning Process with rules etc that need to be adhered to. Cllr Stobart and Cllr Garvie are quietly reflecting at what point they were consulted about the kebab van. They apologized for not being aware. They are checking with SCDC officers to see how Street trader information is being disseminated.</p> <p>Cllr Stobart would like to underline the point that SCDC think it would be useful for Girton Parish Council along with other Parish Councils to get together in a workshop about local businesses. They would like to invite officers interested in High Street development to begin to consider a community led plan to include where Street traders are located, what facilities they have. A Neighbourhood Plan would be very helpful in addressing both the vision and the positioning of Street Traders in the future.</p> <p>2. Cost of Living</p> <p>Cllr Stobart confirmed a briefing had been received from Communications and Communities Service Manager, Gareth Bell. There was a paper going to SCDC cabinet that they would see on Monday. Once this paper was approved and after member briefing and QA the type of things in the paper for consideration would include discretionary housing payments for residents in SCDC rented accommodation, charitable giving, tax support. Warm hubs to be expanded. Community Chest grants have been changed to now include employment as well as capital and revenue (A press release had been issued 08/11/2022).</p> <p>The Cost-of-Living initiative was considering what assistance can be given for Parish Councils to be proactive as per COVID.</p> <p>Cllr Carney asked for an update on progress of Warm Hubs in Girton. He asked if an update could be provided as he had seen that they have been opening up in other villages in South Cambs? Cllr de Lacey stated he had meetings with both the rector and Girton Glebe School, and both are enthusiastic. Cllr Stobart asked if Cllr de Lacey had been in touch with Cambridgeshire Acre who were facilitating the scheme. Cllr Stobart said he was a little surprised by the progress of some of the Warm Hub schemes.</p> <p>Cllr Dashwood asked what was the role of the Parish Council when it comes to applications for Street Trading? Cllr de Lacey confirmed it was set out in the policy. Cllr Stobart stated SCDC were aiming for a similar process for Street Trading licences to Planning Applications.</p>	
22/172.3	<p>Girton Town Charity</p> <p>Ann Bonnett hoped that everyone was receiving the regular Dovehouse Court updates. Completion dates have been moved forward to mid December 2022.</p> <p>There would be an open day invite extended to Girton Parish Council as soon as Dovehouse Court was complete.</p>	
22/172.4	<p>Footpath Officer's Report – No questions</p>	

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22/172.5	Water Management Report – No report this month	
22/172.6	<p>CAPALC Report – Verbal Report by Cllr Muston</p> <p>Cllr Muston gave an update on her attendance at ScribeFest 2022. She confirmed the videos and slides would be on SharePoint.</p> <p>Cllr Muston stated that she believed Parish Councils had an impact on lives of citizens every day. High Standards of decision-making were needed. Cllr Muston quoted from CAPALC that Minutes are required to ‘record decisions sufficient of rationale behind them plus comments that will be valuable in the future as an aide memoire for those not present.’ She was concerned as a Council that we were still putting ourselves at risk and were not yet totally transparent and open around what we do.</p> <p>Cllr Muston stated she believed Council was on track to continue the Local Council Award Scheme but there were several things that still concerned her in terms of priorities. She believed that Minutes should record enough information for Council to recall discussion points in the meeting.</p>	
22/172.7	Events update – No update as Cllr Hayat had sent apologies	
22/172.8	<p>Clerk’s Report</p> <p>The Clerk thanked everyone who had contributed to this month’s Agenda, The Agenda now has increased contributions from Council in terms of Committee Reports, Business case papers highlighting increase coverage by the Council Committees and Groups. The priorities underway were highlighted in her Clerk’s Report.</p>	
22/172.9	<p>Chairman’s Report</p> <p>Update on Kebab Van - Cllr de Lacey stated he had been working with two officers at South Cambs. The proposal for the van at the moment is that trading hours be changed from 3pm to 11pm to 6pm to 11pm. Going forward the van owner must remove the van at the end of each trading day. He will in the near future be at the Church from about 5pm to get ready. Going forward he will need to find a permanent place and that will almost surely not be in Girton. This will be dealt with by the Officer who returns from leave next week.</p> <p>Cllr Muston raised the point that had Cllr de Lacey not mentioned about Warm Hubs then the Council would not have known about these meetings. It would have been appropriate to include that information in his Chair’s report. Cllr de Lacey stated that he did not attend these meetings as Chair of Girton Parish Council.</p> <p>Cllr Dashwood raised a point on the Congestion Charge that she was surprised that people had not contacted Cllr de Lacey to make a Council response. Cllr de Lacey stated he was surprised, he confirmed that it was not too late to put in a personal statement. December meeting may be too late to submit a Council response.</p> <p>Cllr Muston clarify that quite a lot of us has done it individually. The survey from MP forwarded by GPC Clerk gave the opportunity to give points of view.</p> <p>Cllr Stobart asked if GPC had considered asking GCP to meet with you. GPC Clerk confirmed Cllr Murphy was looking into this possibility.</p>	
22/173	To Approve Minutes of Girton Parish Council Full Council Meetings: 28 September 2022, 12 October 2022	Deferred

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	<p>AMENDED MOTION: <i>Defer approval of Minutes. Cllr Giles proposed. Cllr Muston seconded. 8 approved. 1 Against. 1 Abstention.</i></p> <p>Cllr de Lacey stated he had many amendments as did Cllr Williams and he was thankful to Cllr Williams for those comments. Cllr de Lacey began to go through the minutes. GPC Clerk suggested as there was so many amendments maybe Council should review these at the Operational workshop.</p> <p>Cllr Muston raised the fact that Cllr de Lacey was not present on 28th September meeting so would not be aware of the conversation. Cllr de Lacey stated the minutes had been prepared as a result of a discussion between himself and Cllr Carney.</p> <p>Cllr Giles asked if Council could consider approval of the minutes for 12th October. Cllr de Lacey confirmed he had many amendments for those as well.</p> <p>Cllr Dashwood suggested that a dedicated session may be needed as it was the second time this matter had been raised and it is a great concern to a number of people.</p> <p>Cllr de Lacey stated it was not up to the Clerk to suggest. Cllr Giles confirmed she would propose.</p>	
22/174	<p>Matters arising from Previous Meetings (<i>for information only</i>) Not Applicable</p>	For Information
22/174.1	<p>Action List – to be available by December Not applicable</p>	
22/174.2	<p>Any other Matters arising – A chance to raise any comments/concerns on previous agenda items – Not applicable</p>	
22/175	<p>To Receive update from GPC Committees & Working Groups</p>	
22/175.1	<p>Environment Committee</p> <p>Cllr Giles confirmed the Environment Committee had met, see report. Regarding the LHI Bid one suggestion received by email from a resident is regarding yellow lines but she takes on board Cllr Williams email comments that it has been tried before.</p> <p>She feels that information could be collected as to why that area of road is dangerous. Clerk to reply to the resident to ask for information.</p> <p>Cllr Carney asked if we should ask our County Councillor to attend. Cllr Williams has already included Cllr Murphy (CCC).</p>	
22/175.2	<p>Finance Committee</p> <p>Cllr Muston confirms the new projections by Committee are available on SharePoint. She confirmed items were still coming to light around financing. E.g., Seven bins that SCDC may not be aware of may not be being charged to Girton PC.</p> <p>Cllr Carney queried the need to look at Income by Committee as the majority of income was spent on Sport and Recreation. Cllr Muston and RFO stated information had been provided so we could identify just what Committees income and expenditure were being assigned to.</p> <p>Cllr Marshall confirmed his understanding was that there will be a Budget template at the workshop on 16th November.</p>	
22/175.3	<p>HR Committee – No update. Report provided.</p>	
22/175.4	<p>Planning Committee – No update</p>	
22/175.5	<p>Sport & Recreation Committee</p>	

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	<p>Cllr Marshall gave an update on Sport and Recreation in Cllr Hayat's absence. Items covered:</p> <ul style="list-style-type: none"> • Understanding gained by Cllr Hayat and Cllr Marshall in walk around Recreation Ground. • Issues were highlighted around mud being trodden through the pavilion. Cllr Betts stated that users should be responsible for cleaning up after themselves. • Importance of drainage being in place • Possibilities for the Pavilion as part of Pavilion Task and Finish project. • GPC Clerk highlighted that mud was trodden through as spectators needed to come through the corridor to the toilet. 	
22/175.6	<p>Local Nature Recovery Working Group</p> <p>Cllr Giles had a good meeting at Hibbert Ware Garden on Monday 8th November. She confirmed the working group had asked her to be the link with the Council and she was happy to do that. This position to be discussed further.</p>	
22/175.7	<p>Pavilion Refurbishment Task & Finish Group</p> <p>Cllr Blom confirmed he had no report yet but would endeavor to submit one at the next Full Council meeting.</p>	
22/176	<p>To Approve Finance and Resource Management (Supporting papers to follow)</p>	<p>For Decision</p>
22/176.1	<p>To note payment of accounts under delegated approval: See RFO Report</p>	<p>Noted</p>
22/176.2	<p>To Approve payment of outstanding accounts due – See RFO Report</p> <p>APPROVAL: <i>Cllr de Lacey proposed. Cllr Muston seconded. Unanimous approval.</i></p>	<p>Approved</p>
22/176.3	<p>To Receive a report from Assistant Clerk on Amounts paid in</p>	<p>Noted</p>
22/177	<p>Business items requiring a decision, or consideration by the Council</p>	<p>For Decision</p>
22/177.1	<p>Council to approve signature of Deed of Rectification between Taylor Wimpey UK Ltd, George Wimpey South Midlands Ltd and Girton Parish Council,</p> <p>APPROVAL: <i>Cllr de Lacey proposed. Cllr Carney seconded. Unanimous approval.</i></p> <p>Deed Title: 'Correcting errors in a Transfer of Part dated 11 March 2013 and Supplemental Deed dated 13 January 2021 relating to Public Open Space comprising areas A, B, C, D and E In the parish of Girton in the district of South Cambridgeshire.</p> <p>Claudia Haisman-Green of Birketts attended to provide context and to answer any questions from Girton Parish Council.</p> <p>Deed was signed by Cllr de Lacey and Cllr Carney. Cllr de Lacey stated it was good to finalise the deed which had been hanging over since 2013.</p>	<p>Approved</p>
22/177.2	<p>Standing in the name of Cllr de Lacey, Council to approve the following policy for accepting advertisements for GPC noticeboards:</p> <ol style="list-style-type: none"> 1. Only advertisements for one-off events will be accepted. Advertisements for the start of a new regular event will only be accepted for the first session. 2. No commercial advertising will be accepted. Charges to cover costs will be counted as acceptable. 	<p>Deferred</p>

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	<p>3. Adverts must be approved by the Parish Office and marked with the office stamp and date. Adverts must be removed by the advertiser within 2 weeks of being placed.</p> <p>4. Adverts must be no greater than A5 size, and only placed in the right-hand compartment of the board.</p> <p>5. Advertisers who do not follow the above will be forbidden from advertising again on our boards for a period of 3 months.</p> <p>6.The Clerk's decision as to whether an advert is suitable or not is final.</p> <p><u>ORIGINAL MOTION:</u> <i>Cllr de Lacey proposed. Cllr Carney seconded to allow discussion.</i></p> <p><u>Debate Highlights:</u> Cllr de Lacey stated the policy had not been changed for 20 or so years. There was discussion about changing different items. Cllr Cockley – Item 5 was ‘Forbidden’ too harsh? Change to ‘not to be permitted’? Discussion around Commercial advertising took place. Discussion took place around removal of point 2. There was a discussion about whether this was policy or whether the Clerk should present a revised policy. Cllr Giles asked the Clerk for her opinion after Cllr de Lacey said it was not for the Clerk to take part in this conversation. GPC Clerk said that this could be considered an operational process as the work is carried out by the Office team by rota.</p> <p><u>AMENDED MOTION:</u> <i>Defer motion until we have input from the Clerk on Policy. Cllr Blom proposed. Cllr Giles seconded. 9 Approvals. 1 Against.</i></p>	
22/177.3	<p>Change in Pay Scale – Council to note</p> <p>The LGA has notified NALC that they have come to an agreement on the new pay scale for 2022-23 to be implemented from 1 April 2022. Employers are encouraged to implement this pay award as swiftly as possible.</p> <p>Pay Agreement has been reached on rates of pay applicable from 1 April 2022.</p> <p>Employers are encouraged to implement this pay award as swiftly as possible.</p> <p>Backpay for employees who have left employment since 1 April 2022</p> <p>If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2022 to the employee’s last day of employment.</p> <p>When salary arrears are paid to ex-employees who were in the Local Government Pension Scheme (LGPS), the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly. Further detail is provided in section 15 of the HR guide which is available on the employer resources section of www.lgpsregs.org.</p>	Noted
22/177.4	<p>Standing in the name of Cllr Muston, Council to approve that a projector should be made available during all meetings and workshops.</p>	Approved

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	<p>APPROVAL: <i>Approved. Cllr Muston proposed. Cllr Marshall seconded. Five approve. Four against. One Abstention.</i></p> <p>Debate Highlights:</p> <p>Cllr Muston stated as Girton Parish Council agreed to be a paperless council this would allow information to be displayed for members of Council who do not have adequate devices and to allow members of the public to be engaged.</p> <p>Cllr Muston stated she believed by hiring project and screen we can see what is being put forward. Our small screens are not suitable. She stated that Council agreed in May to go paperless, this was not in minutes highlighting the risk of omitting items.</p> <p>Cllr Cockley said from a practical point of view we should consider where we place the screen.</p> <p>Cllr de Lacey said Council had not agreed to be paperless, it had agreed to accept email copies.</p> <p>Cllr de Lacey said my own view is that this is a self-indulgent request. A significant drain on public money. He would vote against.</p> <p>Cllr Muston stated she took issue with the word self-indulgent and her whole rationale is to include the public. She felt that the benefits including openness and transparency for £20 was reasonable. Printing costs would be similar.</p>	
22/177.5	<p>Standing in the name of Cllr Carney, Council to approve offering usage and technical support by Girton Parish Council Assistant Clerk for a fee to be determined at a later date, of Girton Parish Council's online facilities-booking system to the Cotton Hall Foundation such that the booking of facilities at Girton Recreation Ground & Pavilion can be managed in the same location as those of the Cotton Hall.</p> <p>APPROVAL: <i>Cllr Carney proposed. Cllr Muston seconded.</i></p> <p>Debate Highlights:</p> <p>Cllr Carney stated that he was in favour of principle of allowing Cotton Hall to sit alongside our own electronic booking facility. Creating one online location and greater co-operation with Cotton Hall. Rates were to be negotiated.</p> <p>Cllr Dashwood stated she would need more information. For the sake of both bodies, she felt it would be helpful to have absolutely clarity.</p> <p>Cllr Muston highlighted that at a Sport & Recreation meeting the Committee had discussed how beneficial it would be for the whole village to have one booking system. She saw this motion as a possible first step of that collaboration. She understood people's concerns, but the payments would be streamlined and lots of things can be put in place. IT was a first step in making the village more united.</p> <p>Cllr Blom had reviewed the proposal and thought it was well thought-out. He asked if the work carried out by Assistant Clerk would be charged.</p> <p>Cllr Carney confirmed that Clerk had confirmed after discussion with the Assistant Clerk that the office team would cover in their existing hours.</p> <p>GPC Clerk stated that the Assistant Clerk would be paid at the same higher rate for all work completed for Council.</p> <p>Cllr Dashwood stated that it was not clear to her that the motion was in principle and asked for amendment to include the words 'in principle.</p>	Approved

Agenda Item	Item Description	Action/Power
	<p><u>AMENDED MOTION:</u> Standing in the name of Cllr Carney, Council to approve 'in principle' offering usage and technical support by Girton Parish Council Assistant Clerk for a fee to be determined at a later date, of Girton Parish Council's online facilities-booking system to the Cotton Hall Foundation such that the booking of facilities at Girton Recreation Ground & Pavilion can be managed in the same location as those of the Cotton Hall</p> <p><u>AMENDED APPROVAL:</u> <i>Cllr Dashwood proposed. Cllr Carney seconded. Unanimous Approval.</i></p>	
22/177.6	<p>Council to delegate approval of spend up to £1,800 based on acquisition of three quotes for Ditch improvement works for Girton Recreation Ground to the Clerk and Chair of Sport & Recreation Ground.</p> <p><u>APPROVAL:</u> <i>Cllr de Lacey approved. Cllr Giles seconded. Unanimous approval.</i> <i>Approval of three quotes to be delegated to Clerk and Chair of Sport & Recreation</i></p> <p><u>Debate Highlights:</u> Cllr de Lacey asked Clerk why this work needed to be carried out urgently without three quotes being obtained. Assistant Clerk stated that the work was urgent and needed to be carried out before Christmas. Contractors were available to do the work now. December meeting would be too late. Quotes will be in place. Clerk added ditches had not been addressed in five years and the ideal was every three years. Cllr Muston understood the work was urgent and would save Council money.</p>	Approved
22/178	<p>To Receive Correspondence addressed to the Council Cllr de Lacey stated Council had not any received correspondence for several months. He asked if Council could receive correspondence? GPC Clerk stated that was not correct as discussed with the Chair she had been investigating a process to deliver Correspondence working with Cllr Carney and Cllr Hayat. Cllr de Lacey stated he did not want to hear about a process, he just wanted the correspondence. GPC Clerk tried to highlight the work she was doing. Cllr de Lacey stated that was not a matter for debate. Many of the Council raised their hands to ask questions. Cllr de Lacey confirmed that this was not a matter for debate. Councillors stated points around behaviour of the Chair over this item. Cllr de Lacey stated that if Council wished to raise a vote of No-Confidence in the Chair they could do so at the next meeting.</p>	
22/179	<p>To Approve Communication of items from this Agenda Cllr de Lacey raised this item. No response from Council on this item.</p>	No Response
22/180	<p>Date of next meeting(s): Wednesday 14th December</p>	
Meeting Ended: 8.40pm		