

# Girton Parish Council

Yvonne Murray  
Clerk to the Parish Council  
Telephone (01223) 237173  
Email: [clerk@girton-cambs.org.uk](mailto:clerk@girton-cambs.org.uk)

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

Minutes for Girton Parish Council (GPC) Sport & Rec Committee  
Tuesday 1<sup>st</sup> February 2022 at 7 pm  
St Vincent's Close, Girton

**Committee Total: 15 Councillors, Quorum: 5 Councillors**

#	Item Description	Action
	<p><b>Present:</b> Cllrs Cockley (Chair), Rodger, Williams, Cockley, Carney <b>In attendance:</b> Yvonne Murray (Clerk), Angie Vidler (Assistant Clerk), Christopher Wilson (Groundsman) <b>Members of the Public:</b> No attendees</p>	
	<p><b>Appointment of Sport &amp; Recreation Chair</b> Cllr Williams confirmed the need to elect a Chair for the Sport &amp; Recreation committee as there had not been a meeting since 30<sup>th</sup> June 2020. Election of a Chair had not been addressed at GPC 2021 Annual General Meeting.</p> <p><b>Motion:</b> Cllr Cockley confirmed she was happy to put herself forward as Chair. <b>Approval:</b> Proposed by Cllr Muston, seconded by Cllr Williams, approved by all present.</p>	
22/1	<p><b>Welcome from the Committee Chair</b> Cllr Cockley (Chair) welcomed everyone to the meeting</p>	
22/2	<p><b>To Receive Apologies and Reasons for Absence</b> Apologies received from: Cllrs Dashwood, de lacy, Griffin, de Lima</p>	
22/5	<p><b>To approve Minutes of Girton Parish Council Sport &amp; Rec Committee Meeting – 30<sup>th</sup> June 2020</b> The minutes were not approved as Councillors agreed no one could remember details from the last meeting. Cllr Williams confirmed there had been a decision at the Committee meeting on 30<sup>th</sup> June 2020 that fees should not be raised. The minutes for 30/06/2020 have now been edited to that effect as below: 'Cllr Cockley proposed an uplift of 3%. It was decided not to implement the increase at this time due to covid. It was noted that 15 cricket games had been lost over the season this year'.</p>	
22/6	<p><b>Matters arising from the Minutes (for information only)</b> No Matters arising.</p>	
22/7	<p><b>To receive reports</b></p> <ol style="list-style-type: none"><li>1. Groundsman's Report</li><li>2. Assistant Clerk's Report</li><li>3. Chair's Report</li></ol> <p>Written reports were received from all the above.</p>	

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	<p><b>1. Groundsman Report:</b></p> <p>Cllr Cockley thanked GPC Groundsman and stated it was a joy to see GPC Groundsman’s report. Cllr Muston also thanked the Groundsman and confirmed it was very informative for someone who has not been close to activities on Girton Recreation Ground.</p> <p><b>Questions and Comments for action were directed to GPC Groundsman as below:</b></p> <p><b>Red Diesel usage:</b> Cllr Williams confirmed there was a grey area around the use of Red Diesel by Contractors working for Parish Council who are serving the community.</p> <p><b>MUGA Fence:</b> GPC Groundsman was asked by Cllr Cockley to expand upon his comments about the fence around the MUGA. He confirmed that there had been three elements discussed for the MUGA replacement project in priority order 1. MUGA surface, 2. Lights, 3. Fence. It had been agreed that all three elements needed completion. However, due to the amount of money available it was agreed these should be completed in order of priority. Items 1 &amp; 2 are now complete. It was agreed whilst the fence was less important it would be completed after the first two items. A couple of years have now passed, and the fence is now in need for repair. Action agreed: Clerk to obtain quotes.</p> <p><b>Football Goals:</b> Goal nets are to be obtained as a priority as an operational expense. The cost should be approximately £50.00. The Goals were agreed to be replaced at the same time as the Fence and a quote was to be obtained. The quote will be brought to February Full Council.</p> <p><b>Worm casts:</b> GPC Groundsman was asked by Cllr Williams, what was the solution? He confirmed the potential solution is a soil conditioner called Purety, which needs to be applied either late spring or autumn. It was confirmed that the top half of the senior pitch was in the worse state. Quotes to be obtained, estimate is £300 to £400 for materials.</p> <p><b>Girton Glebe potential partnership:</b> GPC Groundsman has had in mind a possible partnership with Girton Glebe for some time. No progress has yet been made. Cllr Muston confirmed a need to plan ahead and think about contacting Girton Glebe about use of their land for Football games. Action confirmed: Clerks are to prepare a paper to take to next Sport &amp; Rec Committee or Full Council on estimated costs including getting a pitch at Girton Glebe up to standard and any subsequent maintenance costs. Also need to identify possible grants from Football Foundation.</p> <p><b>2. Assistant Clerk’s Report:</b></p> <p>Cllr Cockley thanked the Assistant Clerk for her report and confirmed they would work together to get to know the groups and their requirements.</p> <p>Cllr Muston thanked the Assistant Clerk for her work in getting the money in from REC Users. Cllr Muston confirmed the need to ensure that people and clubs are treated fairly and transparently. Cllr Muston felt there is a need for further clarity and understanding and to know who pays for what and the volume of work completed by Girton Parish Council. Cllr Muston stated she felt that with greater understanding and clarity then this could improve and resolve some of the issues in the village. Cllr Rodger confirmed that there is a need to be specific about any issues that need solution. Cllr Cockley confirmed we need to look at our charges in the light of our Pavilion development and future VAT registration. With the planned new facilities our REC users may be happy to pay more? Cllr Carney also confirmed the need for transparency and the need to ensure we are charging like for like. GPC Groundsman confirmed some detail on historical methodology for REC charges.</p> <p>Action is for charges to be reviewed and paper prepared by Sport &amp; Rec Chair,</p>	

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	<p>Assistant Clerk and Clerk as Responsible Financial Officer.</p> <p>The Assistant Clerk confirmed the need for charging structure to be more consistent. Cllr Carney suggested the possibility of creating a public facing page showing our charges and making them transparent. Cllr Williams suggested caution and further thought about public content may be needed. Cllr Cockley confirmed there is potential for increasing money to be invested in the village.</p> <p><b>3. Chair's Report:</b></p> <p>Councillors thanked Cllr Cockley for her report which was clear and held lots of interesting points. Angie noted that we were still awaiting information on the Pavilion refurbishment. Cllr Williams confirmed this was the case. The Clerk is to try and call LXA, project managers tomorrow.</p>	
<p><b>22/8</b></p> <p><b>22/8.1</b></p> <p><b>22/8.2</b></p> <p><b>22/8/3</b></p>	<p><b>Business items requiring a decision, or consideration by the Council</b></p> <p><b>Consider renaming of 'Sport and Rec' Committee to 'Sport &amp; Recreation'</b></p> <p>Cllr Cockley confirmed there was no need for a decision on this one as the full name of this committee had always been 'Sport &amp; Recreation.' However, it was noted as important that this Committee covered all Recreation in the village and not just the Recreation Ground. There was an action to ensure the full name was used in documentation and conversation going forward.</p> <p><b>Consider draft Mission and Terms of Reference for Committee</b></p> <p>The Clerk confirmed the actions to consider and put in place both Mission statement and Terms of Reference for every committee. This would confirm the direction and goals of each Committee plus their responsibilities which could then be communicated and reviewed clearly.</p> <p>Comments were made and the draft mission statement was changed (as attached)</p> <p>Subsequent discussion highlights included:</p> <ul style="list-style-type: none"> <li>- More inclusivity of Sport and Recreation for our community</li> <li>- Whether GPC recreation equipment was suitable for the disabled</li> <li>- The need for more benches throughout the village</li> <li>- Grants for disabled people to use GPC Trim Trail</li> <li>- A semi-permanent wheelchair friendly path around the trim trail</li> <li>- Improved drainage requirements around 10-acre field</li> <li>- The need for more facilities/activities for older people and how there was a fantastic pensioner recreation ground at Histon &amp; Impington Rec.</li> <li>- Discussion with the AGE UK warden, Patricia Johnston</li> <li>- HI Friends website as activities could extend to Girton</li> <li>- The great work done by the Over 55's club in Girton</li> <li>- A group was formed led by Cllr Rodger to identify existing and need for benches. The Bench exercise to feed into the Asset Register exercise currently being completed by the Clerk</li> </ul> <p>Cllr Cockley confirmed the Clerk would circulate the Mission and Terms of Reference for further comments.</p> <p>The final draft will go to Full Council for approval.</p> <p><b>Request for volunteers for Sport &amp; Rec Chair &amp; Vice Chair</b></p> <p><b>Motion:</b> Cllr Cockley confirmed she would like to propose Cllr de Lima (not present) as Vice Chair.</p>	<p></p> <p><b>Discussion</b></p> <p><b>Discussion</b></p> <p><b>Approved</b></p>

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22/8.4	<p><b>Approval:</b> Motion proposed by Cllr Cockley, seconded by Cllr Rodger. Unanimously approved</p> <p><b>Discussion Highlights:</b> Cllr Williams asked if Cllr de Lima had been asked if he was interested in the position. Cllr Cockley confirmed Cllr de Lima was happy to be proposed in his absence</p> <p><b>Motion: Request and approve volunteers for Play-Ground Inspection Training</b> The following councillors volunteered for the training Cllr Cockley, Cllr Rodger, Cllr Carney, Cllr Muston together with two staff members: Angie Vidler, Chris Wilson. The Clerk will attend the training in her position as Vice Chair of Histon &amp; Impington Parish Council. The Clerk will investigate the training options: a) online, b) joint group training with Histon &amp; Impington Parish Team, c) attending training office of the suppliers. Motion to be presented to February Full Council if review is complete.</p>	Discussion
22/8.5	<p><b>Motion: Review and approve Grass Cutting quote for next 3 years from available quotes provided by the Assistant Clerk.</b> <b>Approval:</b> Proposed by Cllr Cockley that AJ King and Nephew quote should be accepted, seconded by Cllr Muston, Approved unanimously.</p> <p><b>Discussion Highlights:</b> Committee reviewed two quotes provided by the Assistant Clerk. Successful quote for 3 years to be awarded to AJ King and his nephew. Clerk to write to two unsuccessful companies, one of which did not provide a quote to thank them for their participation. There is a grey area around whether contractors can use Red Diesel for Parish Council work which the clerks will investigate and confirm.</p>	Approved
22/8.6	<p><b>Motion: Review and approve REC paper from available quotes provided by Cllr Rodger</b> <b>Motion alternative proposed by Clerk and accepted by the Chair:</b> The Committee approve the acquisition of replacement Climbing Frame platforms for the Recreation Ground from the cheapest contractor which currently appears to be Online Playgrounds. The Committee also approve the quote from Wicksteed for repairing the Recreation ground surfaces at Girton REC and Wellbrook Way. For fitting of the Climbing Frame platforms, the clerk will ascertain the safest and most cost-effective method working together with advice from our Insurance Company.</p> <p><b>Approval:</b> proposed by Cllr Cockley, seconded by Cllr Muston, approved with one abstention.</p> <p><b>Discussion Highlights:</b> Clerk is to confirm the current costs of all previously obtained estimates and request around detail of supply and fix of surfaces and platforms including understanding why Online Playground confirmed that all screws needed to be drilled out. Clerk to collect information towards whether the work can be safely, and cost effectively completed by Girton Parish Council staff and volunteers, or a professional firm needs to do the work. Cllr Rodger and Cllr Cockley raised concerns around the safety and responsibility of Girton Parish Council completing the work. Cllr Williams confirmed if a risk assessment was carried out then GPC should be able to complete the work. The Clerk is to check the insurance, costings and any Health &amp; Safety issues and bring back to February Full Council dependent on time. Staff costs are to be included in consideration of the method of fitting platforms by the clerk.</p>	Approved

#	Item Description	Action
22/8.7	<p><b>Discuss Dog Walking issues and opportunities.</b></p> <p>Cllr Cockley confirmed that reports had been received about a resident being attacked by a dog in the woods and there had been excrement found in the play area. A lot of money had been spent on signs which did not appear to be effective.</p> <p>Cllr Muston stated that she felt having dogs off the lead in the woods is a good idea. GPC Groundsman also stated that he felt dogs under control were fine in woods. However, the Woodland Trust own wood and do not allow. This includes the Panhandle.</p> <p>Cllr Cockley had received verbal complaint that a group of dog walkers (small dogs) find walking by the bungalow intimidating due to the presence of a very large dog. Cllr Cockley stated that the size of the problem of dogs walking on the play area needs to be confirmed.</p> <p>Cllr Muston raised the point that possibly with improved clarity of signage e.g., in Wellbrook Way better use of the green areas could be made for younger children. Cllr Carney suggested that without the ability to enforce notices they were in effect pointless.</p> <p>Cllr Rodger stated that the main point of this discussion is to keep dogs off the play area. Action agreed: To create more understanding of the scale of the problem and identify possible solutions. Cllr Williams suggested there may be a solution working with the Church and took an action to speak to the vicar. GPC Groundsman took an action to take an action to talk to the dog owner who he knows well.</p>	Discussion
	<p><b>22/8 - Items 1, 2, 3 and 7 to be raised for decision in February Full Council</b></p> <p>Cllr Williams stated that the above was no longer the case. The Clerk agreed. Please note that the Item 6, fitting the Climbing Frame platforms only and a motion generated from Item 7 will be presented at a future Full Council Meeting.</p>	
22/9	<p><b>Correspondence Received</b></p> <p>No Correspondence received.</p>	
22/10	<p><b>Items for next Agenda</b></p>	
22/11	<p><b>Date of next meeting(s)</b></p> <p>Cllr Cockley confirmed that Sport &amp; Recreation Ground meetings were traditionally held quarterly. Next meeting scheduled for Tuesday 19<sup>th</sup> April 2022</p>	
	<p><b>Meeting Closed at 8.27pm</b></p>	