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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 8th February at 7pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

All Members of the Council are hereby summoned to attend for the purposes of resolving Council Business to be transacted at the meeting, as set out below. Members of the public and press are invited to address the Council under the Public Participation item. Advance notice of questions and/or issues, would be appreciated.

Members: 11 Vacancies: 4 Quorum: 5

Members: Cllr Carney (Vice Chair), Cllr Muston (Vice-Chair) Cllr Betts, Cllr Blom, Cllr Clare, Cllr Giles, Cllr Hayat, Cllr Linton, Cllr Marshall, Cllr Williams, Cllr Wright

Mrs. Yvonne Murray – Clerk to Girton Parish Council
 2nd February 2023

AGENDA

Agenda Item	Item Description	Action/ Power
22/237	Welcome from the Chair	
22/238	To Receive Apologies and Reasons for Absence	
22/239	To Receive Members' Declarations of Interest and Dispensations	
22/240	Public Participation <i>To allow a total of 15 minutes for any members of the public to address the meeting in relation to any matter on the agenda. Individual presentations to be limited to 5 minutes on any single issue</i>	15 Mins
22/241	To Receive Reports <i>(for information only)</i>	10 Mins
22/241.1	County Councillor	
22/241.2	District Councillors	
22/241.3	Girton Town Charity	
22/241.4	Footpath Officer's Report (No report for January 2023)	
22/241.5	Water Management Report (No report for January 2023)	
22/241.6	CAPALC Report (See HR Committee Report)	
22/241.8	Clerk's Report	
22/241.9	Chairman's Report	
22/242	To Approve Minutes of Girton Parish Council Full Council Meetings: 11 th January 2023, 25 th January 2023	For Decision
22/243	Matters arising from Previous Meetings <i>(for information only)</i>	For Information

Agenda Item	Item Description	Action/Power
22/243.1	Action List	
22/243.2	Any other Matters arising – A chance to raise any comments/concerns on previous agenda items	
22/244	To Receive update from GPC Committees & Working Groups	
22/244.1	Environment Committee	
22/244.2	Local Nature Recovery Working Group (See Environment Update)	
22/244.3	Finance & Resource Management Committee	
22/244.4	HR Committee	
22/244.5	Planning Committee	
22/244.6	Sport & Recreation Committee	
22/244.7	Events Working Group	
22/244.8	Bowls Club Working Group	
22/244.9	Pavilion Refurbishment Task & Finish Group	
22/245	To Approve Finance and Resource Management (Supporting papers to follow)	For Decision
22/245.1	To note payment of accounts under delegated approval	
22/245.2	To Approve payment of outstanding accounts due	
22/245.3	To Receive a report from Assistant Clerk on Amounts paid in	
22/245.4	To Approve write-off of User Invoices from 2020.	
22/246	Business items requiring a decision, or consideration by the Council	For Decision
22/246.1	Girton Parish HR Committee requests Council to reaffirm acceptance of the Code of Conduct 2020 and our signing of the Civility and Respect pledge. This includes a commitment to calling out bullying and harassment if and when it happens.	For Decision
22/246.2	Council to approve GPC support and communication for Impington Village College and Girton Glebe request to launch Pay It Forward scheme to (To pay it forward simply means to repay a kindness received with a good deed to someone else) focusing on payment for lunches for Children who cannot afford to pay.	For Decision
22/246.3	Council to approve Environment Committee plan and budget for replanting trees around the village	For Decision
22/246.4	Council to approve budget for Local Nature Recovery Working Group for 2023.	For Decision
22/246.5	Council to approve in principle producing a Girton Neighbourhood Plan to enable our community to take the lead in their own neighbourhoods in producing part of the statutory development plan for the area.	For Decision
22/246.6	Council to approve Andrew Muston (Girton Town Charity Trustee) and partner of a current Girton Parish Council member to lead the development of Girton's Neighbourhood plan.	For Decision
22/246.7	Council to approve claim from Girton Town Charity for Wellbrook Way Heras Fencing and any other costs.	For Decision
22/246.8	Council to approve draft plan for Electrical Vehicle Charging points	For Decision
22/246.9	Council to approve survey regarding implementation of 20MPH limits to be released to public for comment.	For Decision

Agenda Item	Item Description	Action/ Power
22/246.10	<p>Council to approve communication through its approved channels a request for all residents to check and take action on any hedges, trees, etc. that are blocking or impeding footpaths and footways.</p> <p>This action to be followed by written requests by GPC Clerk to identified cases, using template letter, and commissioned work to cut back and charge where appropriate.</p>	For Decision
22/246.11	Council to approve review of all policies made available on GPC onedrive ahead of next meeting with an aim to approve at March Full Council.	For Decision
22/247	<p>To Receive Correspondence addressed to the Council</p> <ul style="list-style-type: none"> • Council to be presented with communication from Facebook and email on Traffic Calming from village residents • Phone Box at Girton Corner 	To Note
22/248	<p>To Approve Communication of items from this Agenda</p> <p><i>This item is designed to ensure that Council can approve key items of communication from this meeting on Council Website, Facebook, and Twitter.</i></p>	For Decision
22/249	Date of next meeting(s): Wednesday 8 th March 2023	

Guidance For Visitors to Girton Parish Council

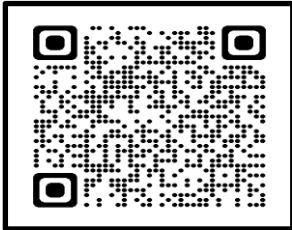
The Pavilion, Recreation Ground, Cambridge Road, Girton, Cambridge CB3 0FH.

Tel: 01223 618619

NOTICES FOR MEMBERS OF THE PUBLIC

Parish Council Agenda

A full copy of this agenda with appendices and reports may be found on the Parish website at <https://www.girton-cambs.org.uk/girton-parish-council/> or requested from the Clerk. Our Village Noticeboards will include a copy of the agenda only including this guidance page. Webpage QR Code below.



Public Participation

Members of the public are welcome to attend this meeting and any other Girton Parish Council public meeting. If you wish to raise a question or topic at the meeting it will help us if you contact the clerk, who will be pleased to explain the procedure. Clerk email: clerk@girton-pc.gov.uk. Members of the public may address the Council within an allotted time of **15 minutes** during Public Participation on the agenda.

Exclusion of Press and Public

The press and public are likely to be excluded from the meeting during consideration of the following item in accordance with the provisions of Section 100(A)4 of the Local Government Act 1972, exempt information as defined in paragraph 3 of Part 1, Schedule 12A of the Act, as amended.

Items to be confirmed here/

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Toilets

Public toilets are available on the ground floor of the Pavilion in the corridor through the double doors in the Community Hall. These include facilities for disabled people.

Recording of Business and Use of Mobile Phones

Girton Parish Council are open and transparent about how we make decisions. The Council may record public meetings. Recording, filming and photography at Council, Committee and other meetings is allowed where members of the public can attend, so long as proceedings at the meeting are not disrupted. Members of the public may not speak during Council proceedings. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent/ vibrate mode.

Smoking

No one can smoke at any time within the Pavilion or at any Council meeting.

Cllr Edna Murphy

MONTHLY REPORT FEBRUARY 2023

FULL COUNCIL

Group changes

Cllr Doug Dew (Hemingfords & Fenstanton) has left the Conservative Group on the County Council and joined the Liberal Democrat Group. The new composition of the Council is now:

- Conservative 27
- Liberal Democrat 21
- Labour 9
- Independent 3
- Vacancy 1 (by-election 16 February)

Budget meeting 7 February

Tuesday 7 February is the date of the annual budget meeting. As reported last month, the Government announced its 'financial settlement' for councils just before Christmas, and proposed that Cambridgeshire County Council's 'core spending power' (the overall revenue funding available for council services) should increase by 9.5%, less than the current rate of inflation.

Half of that 9.5% is from the council's power to raise council tax—in other words, the Government expects local council tax payers to shoulder a lot of the extra costs.

The County Council proposes to set a balanced budget for 2023-24, in the face of a national funding settlement which takes no account of Cambridgeshire's population growth. The Government's decision to move its fair funding review back for a further two years leaves Cambridgeshire with a formula which takes no account of recent population growth, and in some cases bases funding on population figures which are more than twenty years old.

The proposed budget seeks to bridge a potential funding gap for the coming year of £21.4M, even after finding more than £10M of additional savings or income, in the face of levels of inflation not seen for forty years along with rising costs for energy and essential services.

The proposed budget also outlines how the Council plans to spend more than £15m in one-off funds from reserves next year including

- £1M to continue free school meal vouchers for eligible children
- £1M into highways schemes including rural roads drainage
- £1M investment into flood mitigation
- more than £1.3M into libraries
- £380,000 investment in community services.

The council's new 'triple bottom line' approach (which measures the social and economic impacts of budget proposals as well as the purely financial impacts – an initiative of the Lib Dem led Joint

Administration) has seen increased investment in biodiversity improvements, and in ensuring all new schools are built to net zero standards.

The budget proposal would see band D properties paying an additional £73 per year in council tax, although more than half (64%) of the county’s residents live in homes rated band C or below and would see rises of between £49 and £65 per year. In total this would raise £17.8M towards setting a legally balanced budget for 2023/4 and help to mitigate the additional costs of adult social care.

The Full Council will also be asked to approve the Council’s five-year business plan, based on its Strategic Framework, which sets out a vision for a ‘greener, fairer and more caring Cambridgeshire’, and is based around its seven key ambitions. Over the next five years, the business plan looks to deliver:

- £122M for new primary school places
- £164M for new secondary school places
- £13.3M investment into converting streetlights to LED, delivering both environmental and financial benefits
- £2.5M into a new highways materials recycling operation
- A £7.2M upgrade to the March and Milton household recycling centres

At the time of writing, the following council tax changes are being proposed.

Cambridgeshire County Council	+ 4.99 % (£1.72 per week Band D)
East Cambridgeshire District Council	No change
Fire Authority	+ £4.95 per annum (for Band D)
Police & Crime Commissioner	+ 5.8 % (£0.29 per week Band D)

The Combined Authority has agreed to introduce a Mayoral Precept of £12 per year at Band D to support local bus services.

STRATEGY & RESOURCES

Electricity contract

Concerns over the carbon credentials of its current provider of electricity have led Cambridgeshire County Council to defer a decision to sign up for a further four years while it looks into further options.

Since 2016 the Council has had a single contract in place for the supply of electricity with Total Energies, a French multinational oil and gas company from which it purchases a ‘Pure Green’ electricity tariff at a small extra cost. The contract was negotiated via the Eastern Shires Purchasing Organisation (ESPO), of which the County Council is a shareholder.

In recent discussions with ESPO, the opportunity has arisen to allow the council to offset the energy it purchases with energy it generates, such as from the North Angle solar farm which is due to become operational later this year. It is not yet known if this opportunity would be available via other purchasing organisations, and councillors agreed to defer making a final decision on the contract until March 2023 to explore this further.

ADULTS & HEALTH

Cold weather actions and tips

Each year the number of deaths expected from cold weather increases. Cold weather and freezing temperatures are threats to health, as they can lead to falls, respiratory infections, strokes, heart attacks and other health risks.

This winter a particularly high number of people are ill with a respiratory illness, and so Cambridgeshire County Council have put together some actions and tips for residents to help them prepare.

www.cambridgeshire.gov.uk/news/locals-urged-to-be-aware-of-the-dangers-to-health-in-cold-weather

CHILDREN & YOUNG PEOPLE

Great Gidding school

A difficult meeting of the committee last month included a decision to start formal consultation on the potential closure of Great Gidding school in Huntingdonshire. Pupil numbers from within the catchment have declined significantly and there are concerns about the ongoing educational and financial viability of the school.

Outdoor centres

The council is also moving to close Stibbington outdoor centre, and use the money saved to improve the council's other centres at Grafham Water and Burwell House.

Holiday voucher scheme

The Christmas holiday voucher scheme closed at the end of January with around 3% of vouchers unclaimed—significantly less than in previous rounds. The Council intends to run a voucher scheme for February half term and will be publishing information in early February. Each eligible child will be issued with a £15 voucher for the half term; criteria are published on the council's website.

- Information <https://www.cambridgeshire.gov.uk/residents/children-and-families/schools-learning/help-with-school-learning-costs/free-school-meals>
- Queries winter.support@cambridgeshire.gov.uk

Foster caring

Cambridgeshire County Council is continuing to seek residents who would like to make a real difference to the lives of a child or young person by becoming a Foster Carer. Applicants must be over 21 years of age, have a spare bedroom, and be willing and able to provide a stable and loving environment in which a child or young person can thrive.

Foster Carers can benefit from local training and development, generous pay and benefits, 24/7 support from a Supervising Social Worker, as well as local support groups and networking opportunities.

- Information www.cambridgeshire.gov.uk/residents/children-and-families/fostering-and-adoption
- Email fostering@cambridgeshire.gov.uk,

- Call 0800 052 0078
- Text FOSTERING to 60777

Strikes in schools

The National Education Union has announced four strike dates affecting Cambridgeshire.

- Wednesday 1 February (national)
- Wednesday 1 March (East of England)
- Wednesday 15 March (national)
- Thursday 16 March (national)

The County Council's education team has been providing advice and information to schools, and the Director of Education has met with the Trade Unions.

The most up to date and relevant information about strikes affecting particular schools will be on the schools' own websites. However a list will also be maintained at <https://www.cambridgeshire.gov.uk/residents/children-and-families/schoollearning/school-term-dates-closures/school-closures>

COMMUNITIES, SOCIAL MOBILITY & INCLUSION

Food bags for vulnerable families

Nearly 1,200 vulnerable families across Cambridgeshire were given special food bags as part of the Holiday Activities and Food (HAF) Programme this Christmas.

The 'Take and Make bags'—funded by the Department for Education—contained longlife food items worth up to £35 to allow families prepare nutritious meals for the New Year. Bags were distributed to 1,178 families, and eligible children were also able to attend a holiday scheme which provided them with a nutritious meal and a variety of experiences such as sports, cooking and play opportunities. Requests for free school meals have increased by 24% in the past 16 months.

Free school meals information www.cambridgeshire.gov.uk/residents/children-andfamilies/schools-learning/help-with-school-learning-costs/free-school-meals Cost of living www.cambridgeshire.gov.uk/council/communities-localism/support-with-the-cost-of-living

National Lottery funding

Funding of up to £10,000 is available for events and activities through the National Lottery Awards for All programme. National Lottery Awards for All does not have a deadline, but can take up to twelve weeks from the point of submission to receiving funding, which means applications for the Coronation weekend should be made before the middle of February.

www.tnlcommunityfund.org.uk/funding/under10k

ENVIRONMENT & GREEN INVESTMENT

Waste upholstered domestic seating

Last month it was reported that there had been changes by the Environment Agency to its enforcement of legislation on disposal of waste upholstered domestic seating. As a result of these last-minute changes, Cambridgeshire County Council had no option but to stop receiving unwanted sofas and other upholstered furniture from 1 January 2023.

Fortunately this situation lasted only a week, and legally compliant storage arrangements have now been put in place while permanent disposal solutions are negotiated.

Moving towards Net Zero

The County Council's Environment & Green Investment Committee received a report last month on the council's progress towards Net Zero for its own operations, and for the whole of Cambridgeshire.

The focus of the council's activities in the next six months will be on:

- Decarbonisation measures in eight schools for heating, hot water, and energy efficiency.
- 30MW of solar electricity generating capacity coming online from the North Angle Solar Farm.
- 100 homes connected to the Swaffham Prior Community Heat Network receiving 99 per cent decarbonised heating and hot water.
- 1,500 Cambridgeshire homes installed with solar and battery solutions by the end of May 2023 to add to last year's figures.
- Starting to retrofit a further five Council buildings (to add to the 22 already complete or nearing completion) to decarbonise heating and hot water.
- 30 businesses receiving low carbon business support to start their Net Zero journey.
- Decarbonisation plans for the Council's high emitting carbon sectors.
- A roadmap for the roll-out of county-wide electric vehicle infrastructure in partnership with the Combined Authority and district partners.
- Starting an audit of trees and significant hedgerows this month on the Council's assets to inform the Corporate Tree and Woodland Strategy and wider Biodiversity Strategy.
- Launching a new People Strategy to help bring the right skills and resources to the organisation for climate change and biodiversity crises.
- Developing and sharing best practice and case studies as part of the implementation of the Council's Climate Communications Strategy.
- Agreeing Net Zero by Design principles for all projects and services.
- Net Zero procurement guidance for commissioners of Council services.
- A further thirty council officers receiving Carbon Literacy training.
- A new corporate outcome for the Council starting April 2023 focused on responding to the climate crisis and achieving carbon net zero.

HIGHWAYS & TRANSPORT

Street lighting and road repair recycling

The County Council plans to fit street lighting with energy-efficient LEDs. The council spends £3.3M a year on energy for streetlights, and investment in a programme of LED replacement would pay back in under six years.

The Council is also proposing to recycle materials from road works, from asphalt and tar to gully water, with an estimated saving of around £250K pa.

Local Highway Improvement schemes

Both Dry Drayton and Girton (jointly with Oakington) have put applications forward for the LHI scheme. All Parishes in the Division await publication of the application process and guidelines for the 20mph schemes, which should appear soon. It is likely that applications can be submitted over a 3 month period. Consultation is an important aspects to all LHI schemes.

Potholes

Cllrs Alex Beckett and Neil Shailer, respectively chair and vice-chair of Highways and Transport at the County Council, have published a statement about potholes.

“In the winter a lot more road defects and potholes form, this is being seen across the country. This is due to wet and freezing weather causing those worn areas of road and pavement surfaces to break up.

“We know how important our roads are which is why we carry out regular inspections of our roads, bridges, cycleways and footpaths. Defects identified and reported to us are repaired as quickly as possible. We have increased the number of gangs dealing with both temporary and permanent fixes and we are using our two dragon patchers.

“Our dedicated highway inspectors are working hard to keep the roads safe, but we can't be everywhere at all times, which is why we encourage the public to report any potholes or highway faults using our online tool.

It's easy to use and flags any faults which have not yet been marked. We would rather have multiple reports of the same fault, than none at all.

“After the cold spell at the end of last year, it can take time for damage in the road to go on and form into potholes. We'd urge drivers to be vigilant over the next few weeks and report any faults to us.”

See <https://www.cambridgeshire.gov.uk/highwayfaults>

Meanwhile on the Combined Authority

The Combined Authority Board set its budget in January, including for the first time a Mayoral Precept of £12 a year at Band D (less for lower bands, and more for higher bands) to support bus services in Cambridgeshire & Peterborough. This will help stabilise vulnerable services and help pave the way for a more sustainable

'franchised' bus model.

This was opposed by Conservative council leaders, who proposed instead withdrawing 10 Cambridgeshire bus services without consideration of the effect on social isolation, deprivation, access to facilities, or connections to the rest of the transport network—or even any information about the number of bus pass holders using the services. They also proposed to use reserves to keep other buses running for just one year. Fortunately both proposals were defeated.

The Combined Authority's Overview & Scrutiny Committee asked some searching questions about the Combined Authority's draft Bus Strategy. There was concern to hear that any possibility of franchising, which enables the Authority to specify the services to be provided and set the routes, timetables and fares, would take two years just to reach Business Case stage, and probably five years or more to implement.

The Combined Authority has agreed new governance and committee arrangements.
As the Government is not offering any more money for affordable housing, the Housing Committee has been wound down and replaced with an Environment & Sustainable Communities Committee.

Meanwhile, I can be contacted

- By email at edna.murphy@cambridgeshire.gov.uk
- By phone on 01223 577005 (answer phone)

Cllr Edna Murphy

County Councillor for the Bar Hill division

District Councillors' report for Girton Parish Council, February 2023

Cllr Corinne Garvie, mobile: 07780 932267, email: cllr.garvie@scambbs.gov.uk

Cllr Richard Stobart, mobile: 07950 934793, email: cllr.stobart@scambbs.gov.uk

Our report this month includes a brief reminder about the Making Connections consultation and the development of the Local Plan as well as a roundup of District Council news and announcements.

Growth in the Greater Cambridge area and the need for transport

The Greater Cambridge area is a place that attracts businesses of all types and sizes. The upside is that this creates jobs and prosperity. Economic growth draws people to the area who need somewhere to live. The high cost of living leads to many people choosing to live some distance from Cambridge where there are lower rents and house prices who then commute to their workplaces in the city. Those new trips can bring increases in congestion and pollution which is bad now and could get significantly worse. Affordable homes – both “social rented” and shared ownership is part of the solution. Another is to improve active and public transportation.

The UK Government has committed substantial funding to Cambridge under the “City Deal” which led to the formation of the Greater Cambridge Partnership (GCP). The “City Access” proposal for massive improvements to public transport, cycleways and footpaths, funded by a road usage charge will make for a progressive and modern transport scheme that will be inclusive, modern and clean. The proposal outlines improvements to public transport before a road-usage charge is introduced. The consultation on the GCP’s plans closed on 23rd December 2022. There was an enthusiastic response from the public and a GCP team is currently analysing the feedback.

Local Plan update

Great Cambridge Planning has just published an update about the emerging Greater Cambridge Local Plan (<https://www.greatercambridgeplanning.org/emerging-plans-and-guidance/greater-cambridge-local-plan/>) . Recent work has shown that the projected growth will lead to a demand for more houses. Across the country, planning authorities have no choice but to plan to meet the demand. The government adopts a ‘carrot and stick’ approach; local authorities that deliver the number of houses that the government demands continue to have local planning control, whereas those that do not, lose the ability to decide what is built and where. This was what happened prior to 2018, which resulted in hundreds of houses being built outside of agreed village limits.

There are serious constraints on housebuilding in our area due to poor water availability. So much so, that there are plans to transfer water from other areas and to build a reservoir. These plans are in the medium to long-term and the supply shortage needs to be resolved quickly to meet expected growth. High-level discussions are currently being held to determine how the current Local Plan house numbers can be delivered, consistent with the pressures on the water supply. In the meantime, work on the emerging Local Plan continues and a consultation on the draft plan will be held this coming Autumn.

And in other news...

Facilities Grants for those with disabilities

We have been asked to post a reminder that the Cambridgeshire Home Improvement Agency (HIA) offer a range of grants to people with disabilities living in South Cambridgeshire, to help adapt homes. These government grants are aimed at people with disabilities and older people on low incomes or low-income benefits, which helps towards the costs of making changes to their home to allow them to continue living there safely and comfortably. More information is here: hia@cambshia.org

Campaign for more Homes for Ukraine Hosts

The SCDC campaign for new potential hosts for Ukrainian guests is ongoing. Our pool of hosts stood at over 600 when the Homes for Ukraine scheme first launched last year, but this has now reduced considerably. We need help finding more so that, where possible, Ukrainian guests are able to stay with alternative hosts close to where they have

previously been living. Anyone who can offer help simply needs to text ROOM to 88802. If you can, please help to amplify the message.

Aircraft Noise.

Cllr Noushin Rostami, Chair of Little Gransden Parish Council, is calling a Public Meeting on the topic of the Luton Airport stacking trial, AD6. MPs or their representatives will attend and there will be an opportunity for all those to bring their evidence and opinions. It is on Thursday February 23rd at 7.30 pm at Little Gransden village Hall and it can be in person or on zoom. Contact nrostami@gmail.com to book a place.

More frequent battery recycling collections

South Cambridgeshire households can now conveniently recycle used, small batteries weekly, thanks to changes to waste collections.

Adjustments to bin lorries mean that small plastic bags containing used batteries can now simply be left on top of green, black or blue bins for collection by crews on their usual rounds. Previously, residents of both areas were asked to tie a small bag containing used batteries onto the handles of their blue bin. Now, they can simply put used batteries inside a small plastic bag, tie it up, and leave that bag on top of any of their three bins when they put it out for collection.

Residents of flats with shared bins should not leave batteries on these but can take them to one of the many public battery collection points at corner shop chains, supermarkets, chemists and petrol stations as well as those at recycling points and Household Recycling Centres.

Fly Tipper fined

A fly-tipper has been fined for dumping rubbish in a layby next to a bin on the A428, after an investigation by SCDC officers.

The waste, including household rubbish and personal correspondence, was found next to a public litter bin on the eastbound carriageway of the A428 at Madingley on 14 December 2022. Evidence was seized from the site and SCDC's Environmental Crime Enforcement Team began an investigation.

A Lode address was discovered in amongst the rubbish. An individual was identified and issued with a Fixed Penalty Notice of £400.

Key Amnesty

People who are misusing Council properties are being offered a one-off opportunity to #DoTheRightThing and return their keys without facing criminal proceedings during a month-long campaign by SCDC's housing team.

A "Key Amnesty" campaign called #DoTheRightThing is taking place across the District during February 2023 to give tenants the opportunity to voluntarily hand in their keys, for a limited time, with no further action taken.

#DoTheRightThing is targeting people who:

- Have provided false information on application forms for housing
- Are illegally subletting, where the tenant moves out then rents the property to someone else, usually at a higher rent
- Are engaged in "Right To Buy" fraud, where people do not meet the criteria to buy their property but make false applications to benefit from a discount
- Who fail to use the property as the only or principal home as well as those who abandon homes without following the proper process

It is hoped the campaign will also provide an opportunity to raise awareness among people who moved out of Council properties to create a family bubble during the Covid pandemic, who wish to remain living with relatives. They may now realise they no longer require their Council home and wish to #DoTheRightThing by handing in their keys, enabling another family to either come out of temporary accommodation or come off the housing waiting list.

Additionally, the campaign is encouraging anyone who suspects housing fraud to #DoTheRightThing and report it to SCDC using the [online form](#) or emailing fraud@scambs.gov.uk.

To surrender keys, people are asked to hand them in at South Cambridgeshire Hall, Cambourne CB23 6EA, in an envelope containing the property address. No more questions will be asked.

Voter ID

From May this year, voters will be required to show photo ID in polling stations before being allowed to vote. There are no scheduled elections in South Cambridgeshire in May 2023. However, if voters think they might not have the required ID to be able to vote at a polling station in the future, they may wish to apply for a free Voter ID now. People can apply for a [Voter Authority Certificate](#) online. For further information about voter ID requirement and other forthcoming elements of the Elections Act 2022, please visit the [Electoral Commission Website](#). This information is also on the [Elections section of our website](#) – and we are sharing social media messages on this topic too. There will also be a short article in the upcoming Spring 2023 edition of South Cambs Magazine.

Guidance for councils and business owners on tackling graffiti and flyposting

The Department for Environment, Food and Rural Affairs has recently published advisory guidance for all land managers responsible for managing graffiti and flyposting. The new guidance has been developed primarily for councils, Business Improvement Districts and business owners, but will also be relevant to transport network providers, utility providers, and other land managers that are responsible for the management of graffiti and flyposting on their land. The advisory standards currently contained within the Code of Practice on Litter and Refuse have been incorporated into the new guidance. The document provides recommendations for good practice in graffiti and flyposting management. Case studies, examples of good practice, and practical considerations are also highlighted

Please contact litter@defra.gov.uk if you have any questions.

Guidance:

<https://randd.defra.gov.uk/ProjectDetails?ProjectId=20773>

Caring Together by Cambridgeshire County Council

You may start to see communications being circulated online and among local publications in South Cambridgeshire about the County Council's Care Together programme.

This is a programme aims to transform the way older people are cared for in Cambridgeshire. They plan to work collaboratively with partners and local communities and the aim is to help people live independently in their own homes for longer. This programme will result in a switch from social care based on county-wide contracts to one in which people living and working in their own communities (micro-providers) will be empowered to support older and vulnerable residents. This will help people remain living in their own homes for longer as well as adding extra capacity to the local care market.

Work to date has focussed on a pilot scheme in East Cambridgeshire but the County Council is now expanding Care Together across the county. To help make sure they get the programme right, they are inviting residents over the age of 55, or looking after a person over 55, to complete an online survey and are sharing some communications with South Cambridgeshire residents to encourage this. We will be supporting this by including it in our residents' magazine in the spring. And of course we will work with them to join up, look for opportunities and ensure there is not duplication.

Please help by sharing the survey, which can be accessed by visiting: <https://www.smartsurvey.co.uk/s/36MHL6/>.

Paper copies can be received by calling 01954 286 002 between Monday and Friday, 9am to 2pm or emailing care.together@cambridgeshire.gov.uk.

If you have any further questions about Care Together, please contact Graeme.Hodgson@cambridgeshire.gov.uk.

Warm Hubs in Girton

We understand that members of the Parish Council and other community leaders continue to facilitate warm hubs across the village. While meeting at least some of the needs of residents to stay warm, this is a valuable learning experience. If there is any requirement for additional resources, please let us know and we'll speak to the Communities Team at SCDC for advice.

Girton Town Charity report for Girton Parish Council February 2023

1. Dovehouse Court handover date has been determined as 24th February 2023. Following handover GTC will plan a formal open day to which individuals and organisations involved in this major project (including Girton Parish Councillors past and present) will be invited. A Village open day will also be arranged.
2. Residents from Michael's Close who were rehoused at Gretton Court will be the first to move to Dovehouse Court. Notice for applications will be posted in Girton Parish News and on Village notice boards in March.
3. GTC contractor, Barnes, carried out dilapidations survey of the High Street before work commenced on site at Dovehouse Court and will be making road and pavement repairs in line with this survey.
4. A new Age UK Warden has been appointed. Until she takes up her post, residents on the Warden Scheme continue to be phoned/visited by an AgeUK Relief Warden.

**Ann Bonnett
Chair of Trustees
February 2023**

Clerk's Report February 2023

As per the Chair's report much of my time this month has been spent in reviewing our Accounts, creating the calculation for the precept and then finally reviewing the process with Street's Accountants who have supported Girton Parish Council in our precept and year-end process.

In addition Girton Parish Council have been organising the three approved Public meetings to review possibilities for

- Active Travel
- Commercial Opportunities
- Sport & Recreation

For Girton. We hope to announce the dates of these meetings this week.

This is all part of our community engagement initiative which we have on the agenda and you will note that we are bringing comments from our Girton Village Facebook page and emails to the Clerk that highlight what Matters to our Residents and their priorities! Our Councillors have been talking to many businesses and groups in the village to get their views and their help to come together on as many occasions as possible including this year's Jubilee. You will also note from our Sport & Recreation and Environment Committees that Rec users and Environment Volunteers are being co-opted.

The Neighbourhood Plan agenda item led by Andrew Muston will allow people to get more involved in planning for the future and all of the data and ideas from the Public Meetings and also our LHI Surveys and surveys of the future will feed into that significant planning effort. The strength of Neighbourhood plan's is that they are run by people who know their village best, they are voted for by people within the parish and they hold weight with planners and drive the goals of the Parish Council once implemented.

We do hope you will find a way to get involved with some/all of Girton Parish Council initiatives above. It is only with your involvement and your ideas that we can create something really exciting for Girton.

We continue to issue our Agenda's and Minutes on our Village Noticeboards, our Facebook and Twitter pages as well as Girton Village Community website and importantly Girton Parish News which reach you all. Please do review these and if you can come to our meetings to learn more about us. There are currently four vacancies for Councillors. If you are interested you could attend training before committing if you feel that would be useful.

My priority for the March meeting is to build on the work that our Finance & Resource Management and our HR committees are leading to update the policies and procedures for Girton Parish Council. I will also be working with our Assistant Clerk, Angie Vidler and our Groundsman Chris Wilson to tighten our Operational Budget and begin to finalise our accounts for our year-end process.

Finally a huge Thank you to Girton Tennis Club members Alan Franklin and Alan Richardson who put up and took down Girton Christmas lights for us this year. They tell me that next year with better preparation on my part next Christmas we can do even better! Watch this space.

Any questions that you wish me or any member of the Staff team to bring to the attention of our Councillors do please email, speak to us when you see us or call us on the office number.

Yvonne Murray (GPC Clerk)

Chair's report February 2023

Much of the time since the last report has been spent looking at committee and council budgets in order to set Girton Parish Council's precept for 2023/24. Having a more split of our accounting figures has meant that the precept is able to be set above £140,000, something that was not possible for 2022/23. Whilst the increase in the total precept is a little over 7%, the projected increase in households in the parish over the forthcoming financial year means that results in a very small increase of around 92p per Band D household. It was a disappointment that there was not sufficient budgetary information available in time to give a more detailed breakdown, and all committees should be aiming to have a more complete breakdown of budgeted projects and operational costs by the halfway mark of the next financial year.

At the full council meeting of the 11th of Jan a motion was passed for me to ask a question to Cambridgeshire CC's Highways Committee meeting of Jan 24th regarding the stopping up of bridleway 99/6. This meeting will now happen on Mar 7th. I hope to be able to speak at this one on behalf of GPC instead but, due to the specific wording of the motion, a new one is required for this.

The Cambridgeshire & Peterborough Combined Authority have now passed the motion for a Mayoral General Precept to support bus routes across Cambridgeshire and Peterborough. I am seeking information as to whether there will be any impact on Girton's bus services, with a particular focus on those evening services that were withdrawn in late 2022.

With help from Cllr Williams we now have the Parish Council's Mobile Vehicle Activated Sign (MVAS) operational on Girton Rd. Over the coming weeks we hope that this will both encourage drivers to obey the existing 30mph speed limit and collect data for usage in the 20mph speed limit application we hope to be able to make later this year.

Cllr Daniel Carney



Clerk: Mrs. Yvonne Murray
 Telephone (01223) 618619
 Email: Clerk@girton-pc.gov.uk
 Website: <https://www.girton-cambs.org.uk>

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

NOTICE of MEETING: GIRTON PARISH COUNCIL
MEETING FULL COUNCIL
DATE & TIME: Wednesday 11th January at 7pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

Members: 11 Vacancies: 4 Quorum: 5

MINUTES

Agenda Item	Item Description	Action/ Power
	<p>Members: [8] Cllr Carney (Chair), Cllr Muston (Vice Chair), Cllr Betts, Cllr Blom, Cllr Clare, Cllr Giles, Cllr Marshall, Cllr Hayat arrived at 19:08) Present: Yvonne Murray (GPC Clerk), Angie Vidler (Asst Clerk) to 20:45 Members of Public: Nine</p>	
22/213	Welcome from the Chair	
22/214	<p>To Receive Apologies and Reasons for Absence Cllr Linton, Cllr Williams, Cllr Wright, Cllr Hayat (joined at 19:08)</p>	Approved
22/215	<p>To Receive Members' Declarations of Interest and Dispensations Cllr Giles – Member of Bowls Club.</p>	
22/216	<p>Public Participation</p> <p>Dave Fryer, Chairman of Girton Bowls Club (GBC): Dave Fryer stated the reason for his attendance is to support of document presented to Parish Council by GBC (See Agenda item 22/224.8). at the last meeting between GBC, GPC and GTC, GBC were requested to submit a business case to confirm their requirements for Changing rooms and toilets at Wellbrook Way.</p> <p>Dave Fryer believes this document presents a very strong need for GPC to try to resolve this long-standing issue. GBC feels their business case shows they have tried over many years to find resolution with GTC to realistically use WCCC facilities.</p> <p>The future of GBC appears to be severely in doubt, as they are finding it difficult to attract new members but more seriously their parent bowls leagues: Cambridge & District, Cambridge Business House, Ely District and Cambridge County have already indicated facilities should be available and without these facilities GBC membership of the parent Bowls league would need to be reviewed. Dave Fryer confirmed he was open to any questions.</p> <p>Time Check: [19:04]</p> <p>Cllr Carney asked if Dave Fryer would stay for the entire meeting. Dave Fryer confirmed he would. Cllr Carney confirmed that questions would be addressed under Agenda item 22/224.8 later in the meeting.</p>	

Agenda Item	Item Description	Action/ Power
22/217	To Receive Reports <i>(for information only)</i>	<i>10 Mins</i>
22/217.1	<p>County Councillor</p> <p>Cllr Murphy confirmed to Cllr Carney’s question there was nothing that she wished to add to her report but was open to questions.</p> <p>Cllr Carney asked if Cllr Murphy was aware of flooding in the village and whether any of the programmes mentioned in her report would help Girton? Cllr Murphy confirmed she will find out further details.</p> <p>Cllr Carney asked about Bus Franchising proposed by Mayor of Combined Authority. Did Cllr Murphy have any information on how Franchising would work? Would Franchising provide different package of routes or entire network. Where would Girton fit in? Cllr Murphy confirmed Franchising sector is a ‘To be decided.’ A great amount of work and thought that needs to be put into this strategic possibility. More detail is needed including around the costs, especially in our rural area. A large piece of work is required especially as our area is very different to London, which currently is one of few areas that have franchising in place. Cllr Murphy stated the Franchising possibility may be better than the current arrangement with Stagecoach. Cllr Carney stated he was aware of some schemes where organisations were able to adopt a profitable route but also a non-profitable route.</p> <p>[Note: Cllr Hayat arrived at 19:08]</p> <p>Cllr Muston had response back from Stagecoach that Girton PC might put some money towards local business routes. Cllr Muston asked what was Cllr Murphy’s response to Darren Roe’s stagecoach letter? Cllr Clare stated the response suggested that GPC might fund bus service via precept. Cllr Murphy apologised for not having full detail. She did not know of any examples where Parish Council’s funded public transport in this way. This approach may not be appropriate for Parish Council funding. Cllr Murphy will urgently find out further details about the possibility.</p> <p>Cllr Muston asked further if GPC could fund a Minibus. Would there be a possibility that GPC could apply to CCC or SCDC to get some money to help pay? Cllr Murphy did not know of any grants at County Level. She was not aware of whether grants were available at SCDC level. Cllr Murphy will follow up on this question.</p>	
22/218.2	<p>District Councillors</p> <p>Cllr Garvie and Cllr Stobart stated that articles confirming furniture disposal were incorrect and this section should be struck from their report.</p> <p>Cllr Stobart noted the ‘Shared Prosperity Funding’ from SCDC. This is a government fund across a whole range of activities. There is money that is being allocated for High Street improvements. Cllr Garvie and Cllr Stobart had investigated this funding and found out that the money is generally available for improvement of High Street Environment. This funding will be available for a year from April 2024. Whilst it is a year away there is time for Council to get organized and the funding may well couple nicely with approved GPC Public Meeting regarding Commercial Enterprise opportunities.</p>	

Agenda Item	Item Description	Action/Power
	<p>Cllr Garvie highlighted the Platinum Jubilee Fund. Cllr Carney confirmed this was an item on the agenda (See 22/224.10)</p> <p>Cllr Garvie been looking at Warm Hubs with Cllr Hayat and Re. Michael Bigg. Some opportunities have been taken forward. Cllr Hayat confirmed there were motions on the agenda to cover this item (See 22/224.5, 22/224.7, 22/224.10)</p> <p>Cllr Stobart referred to coverage in press on the emerging local plan, which is in progress at the moment. The current water supply situation may be a limiting factor on creating required infrastructure. The development of the plan is underway. There is a webinar about the local plan on 18th January which will be recorded to and will cover general principles. At the moment it is an intermediate point in planning process and there is no consultation, but Councillors should feel free to ask questions.</p> <p>Cllr Stobart talked about High Street Strategy for Girton. Cllr Garvie and Cllr Stobart have talked to SCDC Sustainable Communities team and have identified some officers who can support Girton. If Girton is looking to develop a community led plan, which Cllr Stobart believes they are then there is an officer team ready to assist.</p> <p>Cllr Carney asked about High Street Scheme and Green Spaces Schemes. Was SCDC able to give any more clarity about what will be covered by this funding as High Streets can mean different things to different people? Cllr Stobart confirmed that there will be a distinctive Girton take on the process. All they currently know is broad scope and funding availability is still a year out. Cllr Stobart asked GPC to allow them to do some further investigation. Cllr Carney stated he felt it would be important for that information to be gained. GPC need to be sure that fund aligns with possibilities for Girton. Cllr Clare noticed as a relative newcomer to Cambridge that villages around here he did not see a single shop, the key is to define what the High Street really needs. Cllr Stobart stated that Girton would be able to define their own requirements and these requirements can come out of a Community led plan. An example might be accommodating Street Traders but in a way that works for the community; so, giving communities much more power.</p> <p>To improve Environment improvement of kerbs and pavements that may be able to be funded as a package. Cllr Stobart to take away as an action GPC's requirement to find further clarity on the scope of funding. Cllr Stobart stated that as GPC engages with officers in Sustainable Communities Team, they will have insight on how funding will be dispersed so that is something to put on the agenda when GPC meets with them.</p> <p>Cllr Giles raised as a first step on Gardens funding, which talks about areas of identified needs. Girton may have enough green spaces. GPC do not want to apply for funding that is not relevant for Girton. Is Girton an area of identified need?</p> <p>Cllr Stobart to investigate further scope of both High Street Scheme and Green Spaces of Scheme.</p>	
22/219.3	<p>Girton Town Charity</p> <p>Andrew Muston confirmed there was no additional information to add to the GTC report.</p>	

Agenda Item	Item Description	Action/ Power
	<p>Cllr Carney asked about the Dovehouse Court walkaround that had been offered to Council. Andrew Muston confirmed landscaping had been delayed due to adverse weather and also work required by EON. The walkaround was on the cards for both Parish Councillors and Girton residents. It would likely be end of February and Andrew expected details to be in next month's GTC report.</p>	
22/219.4	<p>Footpath Officer's Report - No questions raised.</p>	
22/219.5	<p>Water Management Report (No Report for Jan 2023)</p> <p>Cllr Carney noted that there was no report last month. GPC Clerk confirmed that Mary Rodger kept in touch and had provided a post for Girton Village Community website from the Environment Agency regarding cover over Christmas.</p>	
22/219.6	<p>CAPALC Report (See HR & CAPALC Report)</p> <p>Cllr Muston confirmed she had nothing to add to her report. CAPALC had been very helpful.</p> <p>Cllr Giles asked about the half-day training. Cllr Muston and GPC clerk confirmed CAPALC had been in contact and would be providing dates.</p>	
22/219.7	<p>Events update</p> <p>Cllr Hayat confirmed the Events Working group were looking at possible events for the Coronation weekend.</p> <p>Cllr Carney asked when GPC would see some kind of proposal. Cllr Hayat stated it is early days in respect of planning and that there would be an update on the next GPC Full Council Agenda.</p> <p>Cllr Carney stated that if the proposal is to include closing roads then the deadline for road closure request is 10th February.</p> <p>https://www.cambridgeshire.gov.uk/residents/travel-roads-and-pathways/highway-events/organising-a-street-party-event</p>	
22/219.8	<p>Clerk's Report</p> <p>GPC Clerk stated that the focus of her report was Community Engagement, Communication, and priorities. Items on today's agenda had been to approve items to allow Girton residents to work with GPC. 150 responses had been received for the Girton/Oakington & Westwick LHI. Histon & Impington had presented their LHI Survey a week earlier and received 58 responses.</p> <p>Cllr Carney stated that was promising and stated that GPC would keep the community engaged and ask for their guidance.</p>	
22/219.9	<p>Chairman's Report</p>	

Agenda Item	Item Description	Action/ Power
	<p>Cllr Clare raised a concern about the route of the Cogwheel Run. The Runners may cause issues for dog-walkers. Cllr Carney stated it was the first time the run had been carried out in Girton. The route had been changed on the day because of the mud.</p> <p>GPC Clerk confirmed that there was to be a review of the event with Cogwheel Trust organiser and GPC Staff team on 25th January. They would pass on Cllr Clare's feedback. GPC Clerk confirmed that Cogwheel Trust was reviewing the route.</p>	
22/220	<p>To Approve Minutes of Girton Parish Council Full Council Meetings: 14th December 2022 at 6pm, 14th December 2022 at 7.30pm, 4th January 2023</p> <p><u>Approval – 14th Dec 2022 at 6pm:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. 6 in favour. 2 abstained due to absence.</i></p> <p><u>Approval – 14th Dec 2022 at 7.30pm:</u> <i>Cllr Carney proposed. Cllr Giles seconded. Unanimous Approval.</i></p> <p><u>Approval – 4th Jan 2023 at 7pm:</u> <i>Cllr Carney proposed. Cllr Betts seconded.</i></p> <p>Cllr Carney confirmed he had spoken with GPC Clerk ahead of the meeting. Cllr Carney had subsequently been through the notes setting out all points in the paper and identified that only two items stated were not in the LHI Paper, he had prepared. The paper is to be included in these minutes as an appendix. Cllr Carney had made two changes to the paper:</p> <ol style="list-style-type: none"> 1. Change from original text reading 'notoriously dangerous,' noted by Cllr Carney as hyperbole. 2. Included detail of the indicative costs that Cllr Carney had obtained just prior to the 4th of January meeting after Cllr Williams had noted the costs given by CCC appeared high. <p><u>Amended Approval – 4th Jan 2023 at 7pm:</u> <i>Cllr Carney proposed. Cllr Muston seconded. 7 in favour. 1 abstention due to absence, Cllr Blom.</i></p> <p>Cllr Muston stated that it was really important that we as a council, GPC are open and transparent. Whilst the new points are put in paper as an Appendix. GPC do need to make sure they have a record of why things were done. Cllr Muston stated that Council is still finding out items carried out in the past. That is her reason for seconding this amendment. GPC are still finding out things in the past. GPC need to be aware and be able to give people information on what is going on at Council. A lot has been learnt over the last few months on issues outstanding.</p> <p>Cllr Clare noted that some of the indicative costs obtained by Cllr Carney were pre-pandemic costs. Cllr Carney confirmed one was pre-pandemic cost. Cllr Clare noted that we should add a caveat in the paper that the costs obtained were not all up to date.</p> <p>GPC Clerk confirmed that she would be documenting the minutes process so that we can increase transparency and ensure all information is recorded in the appropriate Council documents.</p> <p>Cllr Clare said that if bid were successful and further detail provided the initial costs may be way out. He was not sure of the basis of Cllr Williams costs.</p>	For Decision

Agenda Item	Item Description	Action/ Power
	In addition to the inclusion of the LHI Paper, Cllr Muston had identified some typos. GPC Clerk confirmed she would make these changes.	
22/221	Matters arising from Previous Meetings	For Information
22/221.1	<p>Action List</p> <p>Cllr Carney asked when the Action list would be completed. GPC Clerk confirmed it would be available for February Full Council. She had been using the Action list as is for supporting information for this agenda.</p> <p>Cllr Carney stated that the Action list would put GPC in better position from operational point of view. GPC Clerk stated the Action list would be shared on Girton Village Community website.</p>	
22/221.2	<p>Any other Matters arising – A chance to raise any comments/concerns on previous agenda items.</p> <p>Cllr Carney confirmed the LHI Bid had been submitted. GPC await to hear back.</p> <p>Cllr Marshall asked about the acquisition of Parish Online. Cllr Carney confirmed it was on the agenda. (See 22/224.3)</p>	
22/222	To Receive update from GPC Committees & Working Groups	
22/222.1	<p>Environment Committee</p> <p>Cllr Giles confirmed the next LNR Group was to be held on 12/01/2023. Next month a separate report will be completed for LNRP.</p>	
22/222.2	<p>Finance Committee</p> <p>Cllr Muston reminded Council that ‘If GPC do not have the money, then GPC cannot undertake a project.’ GPC has a duty to spend Girton’s precept wisely.</p> <p>Cllr Muston thanked the Clerk and Assistant Clerk. She stated that GPC was so much further on in terms of available Finance information and completeness.</p> <p>Cllr Carney stated that from the information provided it looked like that there will be quite significant surplus. Cllr Muston stated that the projections were based on last year figures when there was significant money owed. The figures were therefore not as accurate as they should be.</p> <p>Cllr Muston thanked GPC Assistant Clerk for her report and stated that the volume of bookings was brilliant.</p> <p>Cllr Carney asked if the intention was that any surplus goes into reserves. Cllr Muston stated the decision would be reviewed in the Finance Committee to be held on 18th January.</p>	

Agenda Item	Item Description	Action/ Power
	<p>Cllr Muston stated there had been a lot of work behind the scenes to develop a 3-year plan for Girton. In addition, GPC Assistant Clerk had been working on aligning and raising fees for Recreation Ground costs.</p> <p>The RFO will work on identifying the costs by user so we can review if GPC money is being used properly. She noted that Sport & Recreation Committee were receiving a lot of money from GPC budget.</p> <p>Cllr Marshall stated that it was nice to see charts/graphs being used in the Finance report.</p>	
22/222.3	<p>HR Committee</p> <p>Cllr Muston stated she had been looking at pay for next year. The pay scales for 2022/2023 were not yet available as confirmed by CAPALC.</p> <p>Cllr Muston stated that there was not change to the £140K budget requirement to take account of inflation.</p> <p>Cllr Muston was happy with the work being done to clearly identify the work that employees are doing and that the pay rates take account of that work.</p> <p>GPC Clerk confirmed that the back-pay raised at the meeting of 14th December had been paid to Staff. It had been significant work to understand the spine points currently being paid to the staff team.</p>	
22/222.4	<p>Planning Committee</p> <p>Cllr Carney confirmed there was no update. Later in the Agenda there is a requirement to authorise Cllr Muston to speak at the appeal to demolish former Hotel Felix. (See 22/224.1)</p>	
22/222.5	<p>Sport & Recreation Committee</p> <p>Cllr Hayat stated there is no major update from previous meeting. He noted there is a Sport & Recreation Committee next week to flesh out project list.</p>	
22/222.6	<p>Local Nature Recovery Working Group</p> <p>See item 22/222.1 Environment Report.</p>	
22/222.7	<p>Pavilion Refurbishment Task & Finish Group</p> <p>Cllr Blom stated there is no documented report. The Pavilion TFG are currently exploring four options. The project is progressing. The Pavilion TFG is to come back to Council with next steps. Cllr Carney stated there may or may not be an extra Council meeting to address the motion from the Pavilion TFG.</p>	
22/223	<p>To Approve Finance and Resource Management (Supporting papers to follow)</p> <p>Approval: <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</i></p>	Approved
22/223.1	<p>To note payment of accounts under delegated approval: See RFO Report</p>	Approved

Agenda Item	Item Description	Action/ Power
22/223.2	To Approve payment of outstanding accounts due – See RFO Report	Approved
22/223.3	<p>To Receive a report from Assistant Clerk on Amounts paid in</p> <p>Cllr Clare noted that he had noted that the MUGA had been unlocked for a while and it appeared that groups were going in to use it. He asked if there were any plans to have it locked. GPC Assistant Clerk stated she would check with the User Groups.</p> <p>Cllr Hayat stated that one of the Sport & Recreation projects was to mend or replace the MUGA Fencing so people could not access MUGA by climbing through fence.</p> <p>Cllr Carney stated the reports were very useful to show the ebbs and flows of where money comes from. GPC Assistant Clerk said there may be a dip next month to reflect the reduced use over the Christmas break.</p>	Approved
22/224	Business items requiring a decision, or consideration by the Council	For Approval
22/224.1	<p>Council to authorise Cllr Muston, accompanied by Girton Parish Clerk to speak on behalf of Girton Parish Council at the CCC Planning Appeal on 31st January 2023, for the former Hotel Felix site, setting out the council’s opposition to this development.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <p>Cllr Carney stated that it was very clear that this Council and previous Councils have opposed demolition and replacement of Hotel Felix. GPC’s position in objecting to this application had not changed over a couple of years.</p> <p>Cllr Muston confirmed that a script would be put together with all collated information from Council. She confirmed that the script would be circulated ahead of 31st January to both Council and Residents. Cllr Carney reminded Council that no Councillors can speak on behalf of the Council without prior approval. Cllr Carney also noted that anyone could attend to speak as an individual.</p>	Approved
22/224.2	<p>Council to authorise the Chair asking a question on behalf of GPC at the forthcoming CCC Highways meeting on 24th January 2023, regarding the stopping up of Bridleway 99/6 without giving an adequate alternative route for horse riders and cyclists.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Betts seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <p>Cllr Carney is to provide a script to share the question he will ask at CCC Highways meeting. He has been in conversation with one of Girton residents and Cllr Murphy to increase his understanding of GPC Legal position.</p>	Approved
22/224.3	<p>Council to approve Annual subscription to Parish Online to support improvement of Council’s Asset Register and public information.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Muston. Unanimous Approval.</i></p>	Approved

Agenda Item	Item Description	Action/Power
	<p><u>Debate Highlights:</u></p> <p>Cllr Carney pointed Council to the submitted Business Case for acquisition of Parish online.</p> <p>He stated that Cllr Payne had presented the application to a number of Councillors.</p> <p>He confirmed that Parish Online provided needed information and crucially allowed Girton Parish Council to add their own information. Looking back at the information recorded and available to GPC over the last 12 months. Cllr Carney suggested that what is needed is a proper asset register listing e.g., trees, benches, bins, ownership of land. All of this is useful information that can be recorded in Parish Online.</p> <p>For the Local Highways Improvement paper Cllr Carney had prepared a map using Microsoft pain on a snipped image, which was not ideal.</p> <p>Cllr Muston reiterated that having seen the product in use and amount of time it takes. It looks to be very good value for money, not just for Council but residents as well.</p> <p>Cllr Hayat agrees with Cllr Muston. Parish Online software is very good. He repeated a point made by Cllr Payne that Parish Online would be only as good as data that we put into it. Therefore, Girton Parish Council must ensure the data is accurate and up to date.</p>	
22/224.4	<p>Council to approve two public workshops to discuss Sport & Recreation requirements and Active Travel opportunities in the village to be held within the next two months.</p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u></p> <p>Cllr Carney asked if this should be one motion or two? Discussion suggested that one motion is fine. Discussion highlighted:</p> <ul style="list-style-type: none"> - The motion creates a chance to gather information and engage with public. - Consider the changes since COVID. <p>Cllr Muston asked if this should be at a weekend and lunchtime when more people are on the recreation ground. She felt if we got the timing right then we could engage youngsters as well.</p> <p>Cllr Carney asked if Cllr Muston wished to add to the motion the words: ‘During the daytime at a weekend’</p> <p><u>Amended Motion:</u> <i>Cllr Muston proposed. Cllr Carney seconded.</i></p> <p>Cllr Hayat stated we may need to gauge from people when would be the best time to discuss. Cllr Muston stated we needed to be mindful of when these meeting should be held. GPC Clerk stated it would be possible to keep the option open and then decide.</p> <p>Cllr Carney asked Cllr Muston if she was withdrawing her motion. She stated that she wished to do so.</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p>Cllr Marshall suggested we keep the motion open and make it as public as possible. The sooner we decide the sooner we can communicate to get as much buy-in as possible.</p>	
<p>22/224.5</p>	<p>Council to approve Cllr Hayat and GPC Clerk collecting, creating, and maintaining ‘Warm Hub’ information on Girton Community Website</p> <p>Approval: <i>Cllr Hayat proposed. Cllr Carney seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <p>Cllr Hayat stated he had asked for two motions on the agenda to support his overall request for ‘Warm Hubs’</p> <ul style="list-style-type: none"> • 22/224.5 Information • 22/223.7 Next Steps for supporting Girton Residents <p>He had submitted a business case which is included in this agenda pack. He was working on a number of ideas to push the potential for warm hubs in the village. These ideas included a School Library in discussion with Girton Glebe head. He had found that funding for a library was not available.</p> <p>This motion was requesting two items.</p> <ul style="list-style-type: none"> • Authorising Clerk to spend time on developing web page. • Making people aware and promoting these initiatives through approved Council Communication Channels. • 	<p>Approved</p>
<p>22/224.6</p>	<p>Council to approve Terms of Reference for Local Nature Recovery Working Group (LNRWG).</p> <p>Approval: <i>Cllr Giles proposed. Cllr Carney seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <p>Cllr Carney asked when next LNRP was to be held, Cllr Giles confirmed 12th January 2023.</p> <p>Cllr Marshall thanked Cllr Giles and the LNRWG for compiling these Terms of Reference.</p> <p>Cllr Giles thanked Marcelo de Lima for initiating the LNRWG and providing the first draft of the Terms of Reference that were submitted for approval on today’s agenda.</p>	<p>Approved</p>
<p>22/224.7</p>	<p>Council to consider and approve next steps for Supporting Girton residents.</p> <p>Approval: <i>Cllr Hayat proposed. Cllr Carney seconded.</i> See Amended Motion and Amended Approval at bottom of this Agenda item.</p> <p>Debate Highlights:</p> <p>Cllr Hayat stated he had discussed with Girton Glebe Head the possibility of free school meals. Girton Glebe had stated that this may be a required need. Cllr Hayat had proposed that some parents may pay double if they could afford to do so. He wanted to promote some of the activities going on in the village and take feedback. There was a need to come up with ideas.</p>	<p>Approved</p>

Agenda Item	Item Description	Action/ Power
	<p>He considered to perhaps open Girton Recreation ground for one hour each weekday morning dependent on ensuring that safe-guarding and DBS training was in place. Is there a possibility of opening a Foodbank/Community Fridge to be placed at pavilion?</p> <p>Cllr Giles stated there is no need for DBS checks unless children are on their own. She suggested a Community Cupboard rather than a fridge as perishable foods would need to be continuously checked and replaced.</p> <p>Cllr Muston asked if we the above timings were right. Was Cllr Hayat suggesting something like a Breakfast Club. Cllr Hayat confirmed not at this stage. He saw the initiative as an opportunity to understand the need in Girton.</p> <p>Cllr Hayat was asked how many staff would you need to do this? Do we have staff that are available and willing? The Assistant Clerk, Angie Vidler highlighted that extra cleaning may be required and she felt that it might be more popular after school. There was capacity in the pavilion any day apart from Monday.</p> <p>Cllr Blom highlighted GPC need to be careful it did no become a ‘de facto creche.’</p> <p>Cllr Carney stated that it appeared to be a good idea. Is it possible to put it into practice.</p> <p>Cllr Muston stated in answer to question about the creche. She would assume parents would be here with their children. If a homework club were to be considered, as a qualified teacher she would be happy to help.</p> <p>Cllr Hayat had contacted Woodland Parks for ideas and had responses that several people would volunteer to help.</p> <p><u>Amended Motions:</u></p> <ol style="list-style-type: none"> 1. Council approves in principle to open Girton Recreation Ground Pavilion for one hour per day and allow up to £500 to be spent on training, as necessary. 2. Council approves opening a community cupboard at Girton Recreation Ground Pavilion. <p><u>Amended Approval:</u> Cllr Carney proposed. Cllr Betts Seconded. 6 in Favour. 1 Abstention.</p>	
22/224.8	<p>Council to consider and approve next steps on paper received from Girton Bowls Club.</p> <p>See Amended Motion and Approval at bottom of this Agenda Item</p> <p><u>Debate Highlights:</u></p> <p>Cllr Carney stated that he was very sympathetic to Girton Bowls Club (GBC) proposal. They appeared to be a great bowls team with not great facilities.</p> <p>There were not enough written agreements to fully understand how the current situation occurred.</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p>He stated the key issue this evening is to consider the paper that GBC have presented, which unfortunately does not include any costs.</p> <p>GPC need to compare facilities and funding of all Recreation users to ensure we are fair with all village organisations using GPC facilities. Currently, the relationship with the Bowls Club was complex.</p> <ul style="list-style-type: none"> • GBC lease Bowls Club land at peppercorn rent. • GBC maintain Bowls green with some assistance from GPC. Therefore, money goes in both directions. • GBC currently pay £700 on portaloo, GTC suggested charge per annum for GBC for use of WCCC toilets would be £2,600. <p>Cllr Clare stated in principle that he supported further discussion with Bowls Club.</p> <p>Cllr Marshall asked if a separate GBC toilet were to be provided, he was guessing that it would have to have planning permission on Parish Council land. Cllr Carney confirmed the boundaries of land ownership was not clear.</p> <p>Cllr Hayat stated from what he has read from the GBC paper the requirement is for use of Changing rooms and toilets. Therefore, the scope of the project appears to have grown and the WCCC potentially may not offer Changing Room facilities.</p> <p>Cllr Muston asked if we could suspend Standing Orders to allow discussion with Dave Fryer. She wanted to raise the point that GTC had offered Bowls club opportunity to train people to allow them access and decrease staffing costs.</p> <p>GPC Clerk asked if GPC could as a next step approve that a Working group could be formed to include GPC, GBC and GTC? to bring all parties together to investigate a solution?</p> <p><i>Note: DECLARATION OF INTEREST At 20:57 Cllr Muston wished to remind Council that her partner is a trustee of Girton Town Charity.</i></p> <p>Cllr Carney asked Dave Fryer and Andrew Muston if they would be amenable to forming a Working Group to try and break this impasse? Dave Fryer and Andrew Muston confirmed they would be happy to do this.</p> <p><u>Amended Motion:</u> Council to approve formation of a Working Group to include GPC, GBC and GTC chaired by GPC to create Terms of Reference, collate required information and to agree a path forward to provide facilities for Girton Bowls Club. The Working group to include GPC Clerk and two Councillors from each organization.</p> <p><u>Amended Approval:</u> Cllr Blom proposed. Cllr Carney seconded. Unanimous approval.</p> <p><u>Debate Highlights:</u> Dave Fryer confirmed that he would request GPC to chair meeting.</p>	

Agenda Item	Item Description	Action/ Power
	<p>Andrew Muston noted the season starts in April so bringing this working group together is urgent. Whilst a permanent solution may not be available by April the aim is have an agreed path going forward.</p> <p>Dave Fryer confirmed the amended motion sounded positive. He would take this decision back to GBC members for their feedback.</p> <p>GPC Clerk was asked to organize meeting and to collate the required initial paperwork to include costs, legal position, and obligations of all organisations.</p>	
22/224.9	<p>Council to consider and approve next steps on letter received from Darren Roe, Stagecoach prior to Council Letter approved under December 2022 Full Council, Agenda Item 22/202.6.</p> <p><u>Debate Highlights:</u></p> <p>Cllr Carney stated he felt there were three possibilities for next steps: Write to Stagecoach to disagree with his response, do nothing, add money to precept to fund mobility in Girton.</p> <p>Cllr Carney considered writing to colleagues at other parish councils to ask if we were to try and find out how much this would cost, would they work with us?</p> <p>Cllr Clare said that money is not available so he could not see that Option 3 was a solution. He was not even sure if it was worth pursuing.</p> <p>Cllr Hayat highlighted the presentation on December 14th Full Council on the Congestion Charge and stagecoach and asked if we should ask for more services for Girton.</p> <p>Standing Orders were suspended so that Cllr Murphy could speak. She confirmed she had not heard of other parishes exploring providing transport from precept money. Standing orders were re-instated.</p> <p>Amended motion proposed by Cllr Carney as below:</p> <p><u>Amended Motion:</u> Council to approve delegation of response GPC Chair and GPC Clerk working together with Councillor Murphy and understand approach of other local Parish Councils.</p> <p><u>Amended Approval:</u> Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</p>	Approved
22/224.10	<p>Council to approve in principle applying for SCDC Village Hall Grant. Deadline 20 January 2023.</p> <p><u>Approval:</u> Cllr Carney proposed. Cllr Muston seconded.</p> <p><u>Debate Highlights:</u></p> <p>Cllr Carney highlighted this grant known as ‘Platinum Village Hall Fund’ was a Defra grant managed by Cambridgeshire ACRE.</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p>GPC Clerk suggested that Council may wish to delegate approval to Finance Committee as they were meeting on Thursday 19th February ahead of the Grant submission deadline.</p> <p>Cllr Carney proposed an Amended motion as below.</p> <p><u>Amended Motion:</u> Council to approve in principle applying for grant to improve and modernise their facilities through the Platinum Jubilee Village Hall Fund And delegate decision on approval of grant to Finance Committee to be held on 19th January 2023.</p> <p><u>Amended Approval:</u> <i>Cllr Carney proposed. Cllr Betts seconded. Unanimous Approval.</i></p>	
22/225	<p>To Receive Correspondence addressed to the Council.</p> <p>GPC Clerk confirmed all correspondence had been forwarded to Council by email. Cllr Carney stated that had been working well.</p>	
22/226	<p>To Approve Communication of items from this Agenda</p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p>	Approved
22/227	Date of next meeting(s): Wednesday 8th February 2023	
<p>Meeting Ended: 21:14 <i>Cllr Carney thanked everyone for staying past 9pm. He confirmed that meetings will get tighter in terms of motions included.</i></p>		

Clerk: Mrs. Yvonne Murray
 Telephone (01223) 618619
 Email: Clerk@girton-pc.gov.uk
 Website: <https://www.girton-cambs.org.uk>

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

NOTICE of MEETING: GIRTON PARISH COUNCIL
MEETING EXTRA FULL COUNCIL MEETING
DATE & TIME: Wednesday 25th January at 7pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

Members: 11 Vacancies: 4 Quorum: 5

MINUTES

Agenda Item	Item Description	Action/ Power
<p>Members: [6] Cllr Carney (Chair), Cllr Muston (Vice-Chair), Cllr Hayat, Cllr Linton, Cllr Marshall, Cllr Wright Present: Yvonne Murray (GPC Clerk) Members of the Public: Three (including Cllr Richard Stobart, SCDC)</p>		
22/228	<p>Welcome from the Chair Cllr Carney welcomed Councillors and members of the public to the meeting. He highlighted it was an extra meeting and noted that GPC were getting on top of requiring extra meetings.</p>	
22/229	<p>To Receive Apologies and Reasons for Absence Cllr Giles, Cllr Betts, Cllr Clare (post meeting), Cllr Williams</p>	Approved
22/230	<p>To Receive Members' Declarations of Interest and Dispensations None. <i>Cllr Carney asked Cllr Blom if he had any declarations of interest on his arrival at 19:03. He confirmed he did not.</i></p>	
22/231	<p>Public Participation None of the Members of the Public wished to speak.</p>	
<p>Cllr Blom arrived at 19:03</p>		
22/232	<p>Business items requiring a decision, or consideration by the Council</p>	To Note
22/233.1	<p>2023/2024 Precept: Council to approve the Finance & Resource Management committee recommendation to request precept for 2023/2024 from £139,648 to £150,025 from South Cambridgeshire District Council (increasing annual payment on a Band D property from £73.59 to £74.51).</p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u> Cllr Muston confirmed that a detailed Finance & Resource Management meeting was held on 19th January 2023 to go through the precept calculation figures. This year provides a much more detailed set of results to view to allow Council to populate Appendix D. Cllr Muston believes that the precept request to SCDC for this year is sensible. GPC have money in Reserves which can be used as necessary if any costs Council arise that GPC are not yet fully aware of e.g. cost of adopting Street Lights. Each of the Committees have identified the projects they wish to complete and detailed budgeting will come later. (See precept supporting paper). She highlighted that maintenance and</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p>improvement of facilities are required and are being reviewed by all Committees. She noted that with continuing development in Eddington and Darwin Green it is important to keep the facilities in Girton to standard to retain our Recreation Ground users.</p> <p>Cllr Muston mentioned that last year GPC could not raise precept to more than £140K as we did not have the figures available. (See last year's minutes – 25/01/2022).</p> <p>Cllr Hayat wished to add to Cllr Muston's points. One of his concerns was that Council should not increase tax burden on the village especially in the current economic climate. He had looked at the headline projects GPC has on the list and Cllr Hayat is comfortable with the scale of the recommended precept figure. He stated the precept figures increase this year.</p> <p>The RFO went through the precept paper showing information in the supporting papers and stated the operational costs that had been undertaken this year to ensure that operational items such as Tree Survey and Play Inspections had been completed, giving a clearer budget figure.</p> <p>Cllr Carney stated the increase in precept overall is below inflation and the relative increase per household is well below inflation. As a result of the above he asked Cllr Muston if the Finance and Resource Management Committee are confident that this recommendation is not putting Council in a position that they will need to play catch-up to maintain the needs of a growing population? He asked if the Committee is confident that the recommended increase is a safe move in these particular circumstances. Cllr Muston stated that she believed that was the case as Girton Parish Council has Reserves in place. She also stated that GPC figures continue to become more transparent during 2023 and the increased number of new houses will increase precept income. Cllr Muston also stated that looking at other councils many were increasing by 5/6%, GPC was looking to approve a 7.43%.</p> <p>GPC Clerk stated that for 2023/2024, the aim is to review budget figures month by month and re-iterated that Committees will work towards a costed project list for 2024/2025 as the information available increases.</p> <p>Cllr Hayat noted that across industry companies were increasing charges by 5%. Taking that into account 7.43% appeared to be a reasonable level of increase.</p> <p>Cllr Carney said it was important to identify the number of houses in Eddington and noted that the increase in households was not all due to Eddington development. He also noted that it was important for GPC to be aware of their responsibilities in Eddington.</p>	
22/233.2	<p>2023/2024 Precept: Council to recommend that the Finance & Resource Management committee investigate the level and forecast spend from General Reserves as part of a long-term plan and to bring recommendation to Full Council before year-end as part of a Reserves policy.</p> <p>Cllr Muston gave an update on the state of Reserves and noted that she had reviewed sources to confirm the recommended levels of General reserves to be held by a Parish Council. GPC Clerk went through the precept calculation spreadsheets.</p> <p>Approval: Cllr Carney proposed. Cllr Hayat seconded. Unanimous Approval.</p>	Approved

Agenda Item	Item Description	Action/Power
	<p><u>Debate Highlights:</u></p> <p>Cllr Carney asked Cllr Muston to confirm the sources she had used to identify the recommendation of General Reserve levels? Cllr Muston highlighted the Good Councillors Guide, NALC some of these were on the SharePoint site. Guidance stated a recommended level of 3 to 12 months.</p> <p>Cllr Carney noted that the level of Reserves had been mentioned in the GPC's Annual General Return last year and stated it was important to refer to advisory bodies.</p> <p>GPC Clerk stated that as GPC review the levels of their Reserves, advice will be taken from our Internal Auditor. Details regarding process going forward will be documented and subject to Council approval as part of a Reserves Policy.</p> <p>Cllr Blom asked if the General Reserve should be reviewed as an Operational Reserve and if a Project was identified should money be set aside. GPC Clerk said that if a project was identified then creating an Earmarked Reserve should be considered by Council as best practice and that process should also be considered and included in policy.</p> <p>Cllr Hayat stated that for some projects/operations money must be put aside to ensure that we can maintain GPC assets. This requirement would be confirmed in policy and highlighted that historically it appeared that £10K should be put in place in reserve for the Recreation Ground. All Committees will review their requirements for use of Reserves as they continue to develop their project lists.</p>	
22/233.3	<p>Girton Pavilion Refurbishment project: Council to consider and approve Girton Pavilion Task and Finish Group's recommendation to rescope the Pavilion Refurbishment project, to prioritise Changing Room Refurbishment, Storage and maintenance facilities for Groundstaff/Users, and Kitchen refurbishment to support improved use of GPC outdoor sports facilities.</p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u></p> <p>Cllr Blom (Chair of Pavilion Task & Finish Group) stated that the TFG felt that without spending further money to investigate further possibilities for this project, the original specification is not achievable within Budget. That is the reason for their recommendation for Full Council. Any further changes to scope will include additional cost, resubmission of a planning application and feasibility study. The Pavilion Task and Finish Group had decided this was a risk that they felt unable to recommend.</p> <p>Without spending further money to investigate further avenues the original project is not achievable within budget.</p> <p>The TFG felt that COVID had changed things. GPC figures show a greater focus on outdoor sport. The group felt that some of GPC Facilities were dilapidated and needed refurbishment.</p> <p>The Pavilion TFG would like to rescope the project and engage with current users to make sure we are spending GPC Reserves in wisest manner and giving value to Girton.</p> <p>Cllr Carney stated that it appeared this project as far as it can be seen cannot be met by the original budget. The reviewed scaled down project also did not seem to fit into budget. He asked Cllr Muston whether as Council have been talking about releasing</p>	Approved

Agenda Item	Item Description	Action/Power
	<p>General Reserves, could carrying out this project be an opportunity to achieve this project whilst carrying out a release of our reserves?</p> <p>Cllr Muston stated that the TFG had reviewed the budget and the criteria for CCC funding. They felt that GPC should pay attention to other projects which would benefit the community. She stated there was enough money in the Pavilion Refurbishment reserve to do a good job in refurbishing facilities so people will come and use both indoor and outdoor facilities in Girton. She felt available facilities in other local communities mean GPC need to keep our facilities updated. She also noted that Council has seen that over the course of this year the work of the Assistant Clerk has brought in increased use of Girton Recreation Ground facilities.</p> <p>Cllr Muston felt that GPC were still at the stage of speculating what might be achieved with a different design for Girton Pavilion Refurbishment.</p> <p>Cllr Blom highlighted that Cllr Carney’s question was relevant. GPC does hold a relevant reserve that could pay for this project. If Council were to dip into General reserves can outcomes of original brief be met. Cllr Blom stated that the last estimate received was a descoped version of the original brief. If Council were able to deliver on bigger hall and accessible office downstairs, then refurbishment of other internal facilities could not be met. It appears that Girton Recreation Ground users has shifted. His general impression, his my opinion was that priorities had changed and that if a bigger hall were delivered then users may not be satisfied if changing rooms were not addressed. This could not be achieved unless further amounts were taken from General Reserves.</p> <p>Cllr Hayat stated the original scope of project did not cover items like storage that appears now to be a primary requirement. When talking to LXA/G&H it appeared they did not appear confident that costs are not going to carry on increasing. The risk is that this project takes up all our reserves and therefore other projects cannot be addressed. If the budgeted price could be achieved then the project could potentially go ahead but currently on the basis that the costs were escalating and the scope decreasing then the TFG felt the scope of the project needed to be revisited.</p> <p>Cllr Carney agreed that he felt the recommendation of the Pavilion Task and Finish Group is the correct thing to do. He highlighted that GPC need to be confident that they have asked the hard questions. He felt this that when the project was conceived, planned and ready to be executed it made good sense at that time.</p> <p>Cllr Blom stated that if the full and original scope could have been achieved to budget, it appeared to be a great project. He was somewhat disappointed that Council cannot deliver. Cllr Carney noted that money had already been spent on this project.</p> <p>Cllr Muston stated that if we look at the changes, other local areas, other local buildings. Users may go elsewhere. The Sport and Recreational public meeting/workshop can identify what is important now. She reinforced that there is an Earmarked reserve ring-fenced for Pavilion Refurbishment. With investigation on available grants already underway GPC can deliver good facilities.</p>	
22/234	<p>To Receive Correspondence addressed to the Council.</p> <p>GPC Clerk noted correspondence received from Cllr Williams regarding Agenda Items. To be reviewed.</p>	Noted

Agenda Item	Item Description	Action/ Power
22/235	<p>To Approve Communication of items from this Agenda</p> <p>Approval: <i>Cllr Carney proposed. Cllr Linton seconded. Unanimous Approval.</i></p> <p><i>Council approved draft minutes to be published on Girton Village Community Website, Facebook, and Twitter.</i></p>	Approved
22/236	Date of next meeting(s): Wednesday 8th February 2023	
Meeting Ended: 19:48		

Girton Parish Council

Setting Girton Parish precept for 2023/2024

The Process

Girton Parish Council has this year through its committees identified headline projects that Council would aim to carry out in the following years and made an initial prioritisation of these projects. The Committees have identified and forecast the operational spend required by the Council.

All projects brought forward to Council will do so via GPC Capital Bid process which will be further evolved and documented by Council this year. GPC will this year aim to compile business cases which will then feed into a three year planning process. A Capital Spend policy will be created and documented to confirm the process during this year.

The goal is to have a set of estimated priority projects with initial business cases prepared for 2024/2025 so that they can be shared with the Community for consideration towards the end of 2023. The approved public meetings for Commercial Opportunities, Active Travel and Sport & Recreation to be held early this year (dates to be confirmed) will assist in the confirmation of projects identified by Council and the Community.

Precept Calculation (23/24)

Precept Calculation (23/24)	Forecast Spend (22/23)	Budget Proposal (23/24)
Revenue Expenditure	£166,464	£174,787
Income (Income minus precept)	£33,107	£34,762
Net Spend	£133,357	£140,025
Projects Spend	N/AV	£50,000
Contingency	N/AV	£10,000
Total Net Spend	£133,357	£200,025
Spend/Transfer from General Reserves	N/AV	£50,000
Girton Parish Precept	£139,648	£150,025
Band D Property	£73.59	£74.51
Precept % Change	6.64%	7.43%
Precept £ Change	£8,692.00	£10,376.86
Band D Property Change	£4.20	£0.92
Tax Factor	1,897.7	2,017.7
General Reserve Balance	N/AV	£260,828
General Reserve Spend	N/AV	£50,000
General Reserve post Spend	N/AV	£210,828

Girton Parish Council proposed spend.

The above table sets out the calculation of the precept recommended by Finance & Resource Committee. Further explanation is given below.

In order to allow for the possibility of unforeseen spending, the Finance & Resource Management Committee have set aside a contingency amount of £10,000. This amount is seen as important during the current economic climate and during the cost of living/energy crisis.

Girton Parish Council currently holds 22 months of General Reserve and has this year agreed to begin to release these reserves to a value of £50,000 to fund capital spend and to transfer money to ear-marked reserves to ensure maintenance of Community assets owned by the Parish Council. This does not prevent Council spending further

money from reserves if an unforeseen project comes forward. If this is the case this will be communicated to the Community as Council identify and define the project.

The Council also has £45,000 of Section 106 money received from County Council funds from Northstowe Development. This money is currently proposed to fund the joint Local Highways Improvement Bid for Girton/Oakington & Westwick to implement a speed limit of 30mph (£20K) and for the remaining amount to fund a possible 20mph request for the village when Cambridgeshire County Council release the criteria for this process currently scheduled for February.

More details about the above schemes can be found on Girton Community Website. <https://www.girton-cambs.org.uk>

Note: South Cambridgeshire District Council, Revenues Department confirm that the figures included in the Tax Factor calculation are largely related to further development planned at Eddington, along with further dwellings planned at 16-22 High Street and 1-4 Michaels Close.

Income & Expenditure by Committee

Expenditure

Committee	Forecast Spend (22/23) £	Budget Proposal (23/24) £
Environment	13,622.87	14,304.01
Sports & Recreation	109,677.68	115,161.56
Appendix D: Cultural, Environmental & Planning	123,300.35	129,465.58
Finance & Resource Management	12,979.36	13,628.33
Human Resources	29,986.93	31,486.28
General Spend	197.14	207.00
Contingency	N/A	10,000.00
Appendix D: Corporate Management	43,163.43	55,321.60
TOTAL	166,463.98	184,787.18

Income

Committee	Forecast Spend (22/23) £	Budget Proposal (23/24) £
Environment	4,314.76	4,530.50
Sports & Recreation	27,546.83	28,924.17
Appendix D: Cultural, Environmental & Planning	31,861.59	33,454.67
Finance & Resource Management	0.00	0.00
Human Resources	0.00	0.00
General Spend	1,245.38	1,307.65
Appendix D: Corporate Management	1,245.38	1,307.65
TOTAL	33,106.97	34,762.32

SCDC - APPENDIX D SUBMISSION

Girton Parish Council Precept (Proposed Budget 2023/2024)

Girton Parish Council	2022-2023 Gross Expenditure £	2022-2023 Net Expenditure £	2023-2024 Gross Expenditure £	2023-2024 Net Expenditure £	KEY Gross Expenditure: Expenses only Net Expenditure: Expenses less Income
Cultural, Environmental and Planning	N/A	N/A	129,466	96,011	Environment, Sports & Recreation, Pavilion Project Expenditure
Highways, Footpaths and Lighting	N/A	N/A	0	0	LHI Bid of £20K to be funded from S106 Money and likely 20MPH Request up to £25K. Also, possibly £5k from Contribution from balances for adoption of Street Lights (therefore showing this box as zero)
Democratic Representation	N/A	N/A	0	0	Note: If an election is requested then the funding could be taken out of Contingency
Corporate Management	N/A	N/A	55,322	54,014	General expenditure, Human Resources, Finance & Resource Management. Also includes £10K Contingency (in both Gross & Net Expenditure)
Capital Projects	N/A	N/A	50,000	50,000	GPC's Capital Spend pot for the year
Total	N/A	N/A		200,025	Sum Total of all the above
Contribution from balances		N/A		50,000	Amount GPC intends to spend/transfer from Reserves for the year
Amount of Precept		139,648		150,025	Amount GPC is to request from SCDC (Subject to approval to Full Council on 25th January 2023)

Girton Pavilion Refurbishment Project
Recommendation from Girton Pavilion Task & Finish Group
25th January 2023

After considerable consideration of the scope of the Pavilion Refurbishment project, the Pavilion Task and Finish Group have proposed the below motion for decision at the 25th of January 2023 meeting:

22/233.3 Girton Pavilion Refurbishment project: Council to consider and approve Girton Pavilion Task and Finish Group's recommendation to rescope the Pavilion Refurbishment project, to prioritise Changing Room Refurbishment, Storage and maintenance facilities for Groundstaff/Users, and Kitchen refurbishment to support improved use of GPC outdoor sports facilities.

This project will continue to identify and confirm priorities for Girton Parish Council Recreation facilities.

The project will be funded by ear-marked reserves currently held by Girton Parish Council. It will also ensure that the views of Girton residents, groups and businesses are included in requirements.

Girton Parish Council will discuss with Cambridgeshire County Council the grant for the original project which focussed on moving the Girton Parish Office downstairs in the pavilion and extending the hall. After consideration and discussion with Recreation Ground users Girton Parish Council do not feel they can justify extending Girton Pavilion Hall at this time. This likely means that Girton Parish Council will not be able to pursue the grant from Cambridgeshire County Council for the original project specification but is already beginning to look into further grant possibilities.

Girton Pavilion Task and Finish Group thank all members of the Pavilion Task and Finish Group, both Councillors and Volunteers for their time and expertise as they have set themselves to achieve the best possible result for our community from input to the project to date working through challenges such as COVID and significantly increased inflationary pressures.

We look forward to the approved Public Meeting for Sport & Recreation, to be held as soon as possible to further discuss the potential and priorities for this project.

Girton Pavilion Task & Finish Group

Environment committee report February 2023

The Environment Committee had a very productive Committee meeting on Thursday 19th January to work through our list of projects and finalise costs for our budget requests. The projects currently underway are the litter picking group, tree planting and the Local Nature Recovery Plan (via the working group).

For Litter picking our Thanks go to South Cambridgeshire District Council for providing black bags and gloves, and to OpenArch for providing Hi Vis jackets with the words Girton Volunteer on the back. £260.00 was raised from a raffle held at Cotton Hall Christmas Fayre. This will be spent on Litter pickers. On receiving this equipment the above will be issued to our 40 volunteers for use along with guidelines and risk assessments. The next steps will be to obtain hoops and bags so we have a complete set of equipment for all our volunteers. If any residents wish to sponsor the above please do contact our Clerk at Clerk@girton-pc.gov.uk.

We have received one beech tree from the District Council's Free Trees scheme which has been planted to replace a horse chestnut on the recreation ground* and have put forward a business case for the purchase of more trees for around the village, as this is the right time of year for tree planting.

The Local Nature Recovery Plan working group are working well and have had a walk around the village to look at possible sites. See separate report for more news from them. We are presenting a business case for a budget for the working group so that they can act on their plans to improve natural habitats around the village.

We are waiting for the criteria to be released for the 20mph scheme, which is now different from the Local Highways Initiative. Once we know what we can apply for we will start public consultation on extending the 20mph zones to the roads on the Huntingdon Road side of the A14 bridge.

Cllr Alison Giles



LOCAL NATURE RECOVERY GROUP REPORT

February 2023

Girton's Local Nature Recovery Group is now formally up and running following the adoption of its Terms of Reference by the Parish Council on 11 January. Taking inspiration from work done by the Wildlife Trusts and on Local Nature Recovery Plans in other areas, a draft list of priority sites and species in Girton will be brought to a public meeting for feedback and discussion. The public meeting is currently planned for the evening of Tuesday 28 March, at the Pavilion - see the March edition of GPN and other village notices for more details.

Girton's Green Team is busy with work on the Hibbert Ware Memorial Garden (at the top of Church Lane) and elsewhere. If you would like to help with this work, please email Alison Giles at arecamuk@yahoo.co.uk.

Winter is a good time for 'house-keeping' in the garden, but as we head into March, please remember that this is the beginning of the nesting period for birds. Hedge trimming and cutting should be avoided from March 10th onwards, and always check for any active nests before doing any work.

If you would like to be on the mailing list and kept up to date with LNR news, please email beltane3659@gmail.com, and follow @Wild_Girton on Twitter.

Cllr Alison Giles



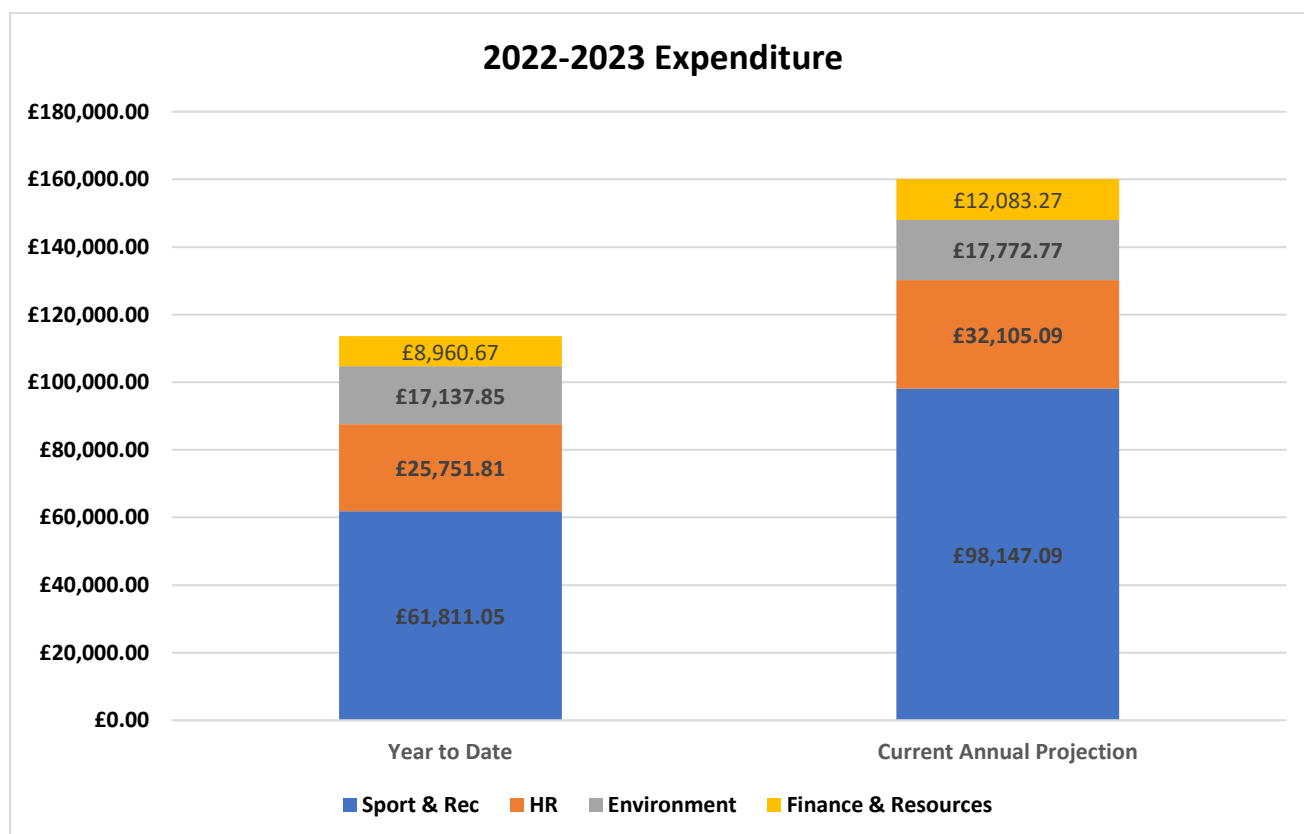
Finance and Resource Management Report February 2023

The Finance and Report Management Committee met on 19 January, the draft minutes of which have been circulated. There was an in-depth discussion of the finances, and I am extremely grateful to Yvonne Murray, our RFO, for all the effort she has made to produce accounts that have been meaningful and allowed all the committees to outline a budget and for us to agree the precept based on need. All the paperwork was submitted within the deadline and acknowledgement from SCDC has been received.

Girton Parish Council has requested a precept of £150,024.86 for 2023/2024 from South Cambridgeshire District Council. This request means that a Band D council taxpayer will be charged £74.51. This is an increase of £0.92 on last year. We have asked for £10,376.86 more than last year. Much of this is due to inflation and staffing costs, the latter are in line with Government policy.

Update on the operating costs for 2022-2023

Expenditure	Year to date	Current Annual Projection
Sports & Recreation	£61,811.05	£98,147.09
Environment	£25,751.81	£32,105.09
Human Resources	£17,137.85	£17,772.77
Finance & Resources	£8,960.67	£12,083.27
Total Expenditure	£113,661.38	£160,108.22
Total Income	£163,177.83	£171,456.46



Verbal updates will be given at the Full Parish Council Meeting on Wednesday 8 February if required.

Reserve Policy

Girton Parish Council currently holds 22 months of General Reserve and has this year agreed to begin to release these reserves to a value of £50,000 to fund capital spend and to transfer money to ear-marked reserves to ensure maintenance of Community assets owned by the Parish Council. This does not prevent Council spending further money from reserves if an unforeseen project comes forward. If this is the case this will be communicated to the Community as Council identify and define the project.

The Council also has £45,000 of Section 106 money received from County Council funds from Northstowe Development. This money is currently proposed to fund the joint Local Highways Improvement Bid for Girton/Oakington & Westwick to implement a speed limit of 30mph (£20K) and for the remaining amount to fund a possible 20mph request for the village when Cambridgeshire County Council release the criteria for this process currently scheduled for February.

More details about the above schemes can be found on Girton Community Website. <https://www.girton-cambs.org.uk>

Any questions or comments based on information given here and last month are welcome in advance or at the meeting on 8 February. Please email ann.muston@girton-pc.gov.uk

There are places available to sit on Girton Parish Council. For further details please email clerk@girton-pc.gov.uk

This report was compiled by Councillor Ann Muston (Chair: Finance and Resource Management), and the RFO, Yvonne Murray on Thursday 2 February.

HUMAN RESOURCES COMMITTEE REPORT

February 2023

Two meetings have been held Wednesday 18 January, Wednesday 1st February and another planned for either March or April to finalise policies and procedures, which we hope will be in place by the Annual Parish Meeting. Approved and draft Minutes of these meeting are available on the website.

We welcome to the HR Committee, Cllr Giles and Cllr Marshall.

The meeting in January discussed Terms of Reference including a Scheme of Delegation, budget proposals. Staff reviews and recommendations for pay rises. One item was deferred to the meeting on 1st February to give enough time for discussion and reflection. Both meetings were productive and committee members recognise that adapting to new a culture can be challenging for some.

A motion was agreed that will be presented at the Full Council Meeting on 8 February which reaffirms our acceptance of the Code of Conduct 2020 and our signing of the Civility and Respect Pledge. There is no room for poor behaviour within GPC and we aim to continue to support civil and respectful conduct. We are a diverse council with a great deal to offer and acknowledge that we will not always be in agreement but will not tolerate unacceptable behaviour. Proper channels will be followed in dealing with any issues raised.

CAPALC

We are still awaiting a date for a full council training day. The Help Desk has been used to clarify procedure and to ask for templates as we update our policies and procedures. Our Clerk, Yvonne Murray made many documents available to GPC via our SharePoint and we are grateful to her for guidance in matters where we are unfamiliar with protocol.

Cllr Ann Muston

Sport and Recreation Committee Report February 2023

The Sport and Rec Committee met on 18th January and approved the list of projects to be taken forward. It was agreed that operational and maintenance spend should be looked at first with capital projects set as high priority looked at next with a business case produced for each to be presented to the Finance Committee and Full Council.

Yvonne (our Clerk) has done a great job identifying operational spend over the last year that gives us a good understanding of our baseline moving forward. Looking at the figures produced we can see that our annual costs are just about covered by our annual income. Therefore, looking at future projects we need to look to the reserves or grants to cover the capital spend on these projects.

Sport & Recreation Spend

Committee	Year to Date	Current Annual Projection
Income	£19,848.21	£24,593.96
Operating Expenses	£61,811.05	£98,147.09
Profit (Income less Expenses)	(£41,963)	(£73,553)

Note: the above includes all costs related to Sports and Rec including (Business Rates, utilities, etc.)

Ear-marked Reserves	Reserve (£)
Games Surface	£21,604.41
Pavilion Fabric	£275,972.00
Play Equipment	£10,952.00

With the council approving the rescoping of the Pavilion Refurbishment project, it is hoped that some of the projects identified by the committee could be looked at as part of the rescoping review (e.g. need for storage, etc.)

The Sports and Rec Committee has been trying to encourage the main sports clubs to be represented on the committee. To this end Andrew Hawkes (Chairman of Colts Football Club), Paul Clare (Chairman of Girton United) and Andrew Chapman (Social Secretary of Girton Cricket Club) were co-opted onto the committee with the Tennis and the Bowls clubs putting someone forward at the next meeting.

The Sports and Rec Committee will be holding a workshop this month to look at the list of projects and start to work on the business cases. It is hoped that we can deliver some quick wins so that we can be seen to be moving forward.

Cllr Nas Hayat

Events Working Group

February 2023

The Events working group continues to look at what could be done for the Coronation. As previously mentioned, the idea is to try and hold an event for all age groups and make it an event for royalist and non-royalists on the day of the Coronation (Saturday 6th May 2023).

This group is also looking at what else could be done in parallel to this across the village on the day of the Coronation as well as before and after that date. The group are hoping to have a little more information to share with the council at the Council Meeting in March.

Cllr Nas Hayat

Bowls Club Task and Finish Group February 2023

A meeting took place with the Bowls Club and the GTC to investigate solutions to the issues raised. The bowls club indicated that their immediate requirements were to have toilets and changing rooms available to them and visiting teams by April 2023. Their additional requirement (medium term) was to have a club house and better storage facilities for use by the Bowls Club. Another meeting has been arranged for a months' time to take these discussions forward.

Pavilion Refurbishment Task & Finish Group

February 2023

At the extra Full Council meeting on 25th January, the Council decided to rescope the Pavilion Refurbishment project to to prioritise Changing Room Refurbishment, Storage and maintenance facilities for Groundstaff/Users, and Kitchen refurbishment to support improved use of GPC outdoor sports facilities.

The Pavilion Task and Finish Group will be meeting within the next two weeks to consider next steps and will be asking for new people to join the group.

Payment Schedule for February 2023 (22/245.1 & 22/245.2)

Status	Supplier Name	Item	Invoice No.	Invoice Date	Net	Tax	Invoice Amount
For Approval	A to Z Supplies	Toilet Role	98209032	28/01/2023	38.93	7.79	46.72
For Approval	Agrovista UK Ltd	Reguflow with Fittings	CD971339960	09/05/2022	45.95	9.19	55.14
For Approval	Avocet	Cleaning services for the Pavilion	16954	31/01/2023	457.00	91.40	548.40
For Approval	British Gas	Pavilion, Girton: 20/12/2022 to 19/01/2023	132670198	23/01/2023	1,409.89	281.98	1,691.87
For Approval	British Gas	Wellbrook Way: 02/10/2022 to 01/01/2023	957957528	01/02/2023	56.39	1.98	58.37
For Approval	BT	Telephone	<i>Payment of £33.00 for Approval - Invoice to be received on 9th February</i>				
For Approval	Coles Accounting (Cambridge) Ltd	Feb 2023 Payroll	INV-4084	03/02/2023	37.50	7.50	45.00
For Approval	HMRC	PAYE for Month 11	126PA000049862311	04/02/2023	661.67	0.00	661.67
For Approval	Salary/Wages	Girton Parish Council	Feb 2023 Salary	04/02/2023	3,471.44		3,471.44
For Approval	SLCC	Arnold Baker Book	ORD508369-1	29/06/2022	141.80	0.00	141.80
Paid	British Gas	Pavilion, Girton: 20/10/2022 to 19/12/2022	968860696	10/01/2023	2,778.97	555.79	3,334.76
Paid	EE Ltd	Phone for Groundsman	V02069298836	18/01/2023	9.10	1.82	10.92
Paid	EE Ltd	Phone for Groundsman	V02059325649	18/12/2022	9.10	1.82	10.92
Paid	Microsoft	Microsoft 365 Business Basic	E0400LTYYL	27/01/2023	62.88	12.58	75.46
Paid	Microsoft	Microsoft 365 Business Standard	E0400LTWTU	27/01/2023	18.80	3.76	22.56
Paid	Quickbooks	QuickBooks Desktop#	2.10013E+12	20/01/2023	26.00	5.20	31.20
Paid	Zoom	ZOOM: Standard Pro	INV185199350	21/01/2023	11.99	2.40	14.39
Total					9,264.91	988.71	10,253.62

Girton Parish Council

1st - 31st December 2022

INCOME REPORT

Recreation Centre: Football Pitches	£309.20
Recreation Centre: MUGA	£432.00
Recreation Centre: Pavilion Hall	£554.00
Recreation Centre: Recreation Ground	£184.00
Total Income	<u>£1,479.20</u>

WRITE OFF OF 12M+ AGED RECIEVABLES REQUEST (2020/2021)

Free Press Zebras

16 Jun 2021	16 Jul 2021	7443	0.00	0.00	0.00	0.00	0.00	0.00	50.40	50.40
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Histon Hornets FC

07 Oct 2020	06 Nov 2020	INV-0023	7317	0.00	0.00	0.00	0.00	0.00	77.70	77.70
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Histon Ladies FC

18 Aug 2020	17 Sep 2020	INV-0011	7289	0.00	0.00	0.00	0.00	0.00	60.00	60.00
07 Oct 2020	06 Nov 2020	INV-0022	7316	0.00	0.00	0.00	0.00	0.00	38.85	38.85
Total Histon Ladies FC				0.00	0.00	0.00	0.00	0.00	98.85	98.85

Lisa Le Moal

16 Jun 2021	16 Jul 2021	7441	0.00	0.00	0.00	0.00	0.00	0.00	20.00	20.00
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Mott MacDonald FC

09 Nov 2020	09 Dec 2020	INV-0025	7333	0.00	0.00	0.00	0.00	0.00	126.00	126.00
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Petula Koller

15 Sep 2020	16 Dec 2021	INV-0015	7294	0.00	0.00	0.00	0.00	0.00	50.00	50.00
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TOTAL

£422.95

There were numerous outstanding payments due to Girton Parish Council when I joined the staff team last year. A vast majority have been settled; however, these are the last few remaining that have been questioned/ignored and it would be beneficial to getting our accounts in order if we can write these off.

Girton Parish Council - Human Resources Committee

Civility & Respect Project (Updated Local Government Association (LGA) Code of Conduct Supporting Guidance (Dec 12, 2022))

Agenda Item for approval [Insert Agenda Item Here]:

Girton Parish HR Committee requests Council to reaffirm acceptance of the Code of Conduct 2020 and our signing of the Civility and Respect pledge. This includes a commitment to calling out bullying and harassment if and when it happens.

(See Civility & Respect Agenda Item on page 2)

Background:

The Civility and Respect Pledge endorses the LGA model Code of Conduct and resources aimed to help understanding and consistency of approach towards the code.

On December 12th, 2022, NALC issued confirmation that the Civility and Respect Project team revised the 2020 Local Government Association (LGA) Code of Conduct supporting guidance to better reflect the sector's needs. See link to webpage below:



Girton Parish Council approved the Civility & Respect pledge and the 2020 LGA model Code of Conduct and associated resources including but not limited to the agenda items in table shown on page 2 of this document.

<u>22/147.6</u> GPC Full Council 28/09/2022	Standing in the name of GPC Human Resources Committee, Council approves passing a resolution to sign up to the civility and respect pledge initiated by National Association of Local Council (NALC), the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW). (Page 37)	Approved
<u>22/147.9</u> GPC Full Council 28/09/2022	Standing in the name of GPC Human Resources Committee, Council to approve adoption of Code of Conduct.	Approved

Training is a key resource of the Civility and Respect Project and Girton Parish Council approved an in-house training session for all Councillors and Staff to be conducted by Cambridge and Peterborough Association of Local Councils (CAPALC) to be held early in 2023.

<p><u>22/202.4</u></p> <p>GPC Full Council 14/12/2022 at 7.30pm</p>	<p>To approve spend of maximum of £800 for half-day in-house training with CAPALC to be held by end of February 2023.</p>	<p>Approved</p>
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This pledge now undertaken by 943 Local Councils since August 12th 20222 reinforces the ‘Franks principles’ of openness, fairness, and impartiality.

Having signed up to the above pledge and method of working all Council members are reminded that having agreed to the above this should inform their treatment of councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.

Councillors also please see resources on Girton Parish Council SharePoint site.

Human Resources Committee
2nd February 2023



Civility & Respect Pledge

To treat other councillors, clerks, all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles.

How will this culture change be achieved?

- ✓ Council signs up to Civility & Respect Pledge
- ✓ Undertake recommended training for clerks, councillors and chairpersons
- ✓ Good employment practices
- ✓ Good governance
- ✓ Continued lobbying for change in legislation (including sanctions)
- ✓ Dignity at work policy
- ✓ Seek professional help at early stages of problem
- ✓ Learning from best practice
- ✓ Being a role model/champion council (Local Council Award Scheme)
- ✓ Calling out bullying and harassment when it happens



The Civility and Respect Project is an ongoing and evolving project committed to improving standards for all involved in local councils.



Civility and Respect Pledge suggested agenda item:

'To pass a resolution to sign up to the civility and respect pledge'

Definition of Civility and Respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has committed to training councillors and staff.	
Our council has signed up to Code of Conduct for councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment when it and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

Cost Of Living Crisis Report February 2023

As discussed at the last full Parish Council meeting I have been working with the district councillors and our Clerk Yvonne to identify what we can do to help at this difficult time.

Warm Hubs were discussed last year with some funding made available via ACRE. However this fund dried up very quickly and was mainly used to train people in readiness for opening the warm hubs.

Speaking to all including Michael Bigg at the Church and Ann Bonnett from the GTC it was agreed that we needed to look at the need before investing in the cost of funding the warm hubs ourselves..

Time has moved on and, in an attempt to move things forward, the Parish Council approved three motions at the January Full Council Meeting.

First, to create a webpage to advertise all places that people could go to in the village to stay warm. This is currently being built by the Clerk and will be launched shortly with advertisements going out via social media and all our other routes.

Second, to open up the pavilion for an hour a day just before or just after the Girton Glebe school opening times so that parents can come in and stay warm around that time along with speaking to staff about their needs at this difficult time. This will start soon and we have already had a volunteer from Woodlands Park offer to help with this initiative. We will also ask the school to advertise this to their Parents.

Third, to go along with opening up the pavilion, the Parish Council will open a community Cupboard to store and distribute non-perishable items donated by the community. We are talking to a number of people about this including the Co-op and the village churches to see if they would like to be involved with this in some way.

Additional to the above we have approached both Girton Glebe school and Impington Village College to setup a "Pay it Forward" Scheme for school meals. This scheme would allow Parents (and others) to pay extra for school meals and the extra money used to pay for school meals for children in need who do not currently qualify for free school meals. Both schools have agreed to run this scheme and have asked if they could advertise this as an initiative run in partnership with the local Parish Councils. Therefore, a motion has been put forward on the agenda of the February Council meeting to allow for this.

The above report was written by Nas Hayat.

Committee	Environment
Name of project	Tree planting Spring 2023
Primary reason for project	To replace missing trees around the village
Description of project	<p>January-March is the usually accepted window for tree planting, so we need to set aside some money to purchase trees for various areas in the village where they are needed. Areas proposed for tree planting at the moment are:</p> <ul style="list-style-type: none"> • Woodlands Park - 8 trees. Silver birches. £70 + VAT = £700 • St Andrews tree - 1 horse chestnut £65 + VAT = £81.25 • Rec - 3 horse chestnuts. Two spaces in perimeter. Plus 3 to replace felled horse chestnuts £65 + VAT = £487.50 • Mayfield - possibly room for 3 to 4 trees depending upon benches. Probably Maples to match existing. Maple trees £45 + VAT = £225 for four trees
Capital sum requested	£1,493.75
Ongoing revenue (if any) per year	N/A
Ongoing costs per year	Will need to be included in tree surveys, future years should see fewer trees needing to be replaced each year.
Status of project	Capital bid for full council 8 February 2023
Other comments/information	There is currently a question over whether we or the county council highways department are responsible for the trees in Woodlands Park. If this has been clarified by the time of the meeting and the highways department have committed to replanting the trees, then the amount of money requested will fall to £793.75.
Clerk to Committee	
Chair of Committee	
Vice Chair to Committee	

Committee	Environment
Name of project	Local Nature Recovery Plan budget for 2023
Primary reason for project	To collect the data needed to create a Local Nature Recovery Plan and to begin action on initial projects
Description of project	The Local Nature Recovery Plan working group aims to create an LNRP for Girton and to improve biodiversity and environmental awareness in the village. In order to write the plan information will be needed about what species are in the village already, so some monitoring equipment will need to be bought. Public consultation and engagement will also be needed. As the plan is developed management plans for sites in the village needing enhancement will need to be enacted, requiring equipment for volunteer work parties.
Capital sum requested	£1,650
Ongoing revenue (if any) per year	N/A, although the Local Nature Recovery Plan working group will seek grants for projects wherever possible
Ongoing costs per year	A similar amount will be requested as an annual budget
Status of project	Capital bid for full council 8 February 2023
Other comments/information	See estimated breakdown of costs below
Clerk to Committee	
Chair of Committee	
Vice Chair to Committee	

BUDGET PROPOSAL - Girton Local Nature Recovery Plan 2023 prepared for Girton Parish Council 08/02/23	Budget Line Item Amount
EQUIPMENT CATEGORY	
EQUIPMENT PURCHASE/LEASE/RENTAL	£300.00
EQUIPMENT TOTAL	£300.00
SITE MANAGEMENT CATEGORY	
SITE MANAGEMENT (Signage, Pond safety, Animal boxes, Trees, Seeds moxes etc.)	£700.00
SITE MANAGEMENT TOTAL	£700.00
PUBLIC ENGAGEMENT CATEGORY	
PUBLIC ENGAGEMENT (Hall Hire, Banner Display Stands, Printing/Reproduction, Wildlife Garden Competition etc.)	£275.00
PUBLIC ENGAGEMENT TOTAL	£275.00

DATA/SURVEYING CATEGORY	
DATA/SURVEYING (Camera, Bat Detector, Moth Trap etc.)	£375.00
DATA/SURVEYING TOTAL	£375.00
GRAND TOTAL	£1,650.00

NEIGHBOURHOOD PLAN: REPORT 1 FOR GIRTON PARISH COUNCIL

Background

GPC has been considering formulate a Neighbourhood Plan (NP). Such a plan then sits alongside South Cambridgeshire District Council's (SCDC) Local Plan 2018 and would have the same legal status, i.e. it has to be taken into account for all Planning decisions, but can be over-ridden in certain circumstances.

HMG most recent guidance¹ is attached in Appendix A for completeness. Appendix B includes reasons some other councils have given for having an NP. These appendices are included only so Councillors have the broadest picture. As GPC has already decided to formulate an NP, there is no need to re-visit any reasons behind that decision.

Decision 1

Councillor Muston suggested that I take the lead on helping GPC achieve their goal, acting under their auspices – I am told that this is permissible for a non-Councillor to do so. It is important that it is under GPC's auspices as GPC is a 'qualifying body'² and this is the easiest route.

Decision 1: That GPC decides that it will act as the qualifying body for Girton's NP and asks Andrew Muston³ to lead the process.

Decision 2

The NP needs to cover a defined geographic area, called a Neighbourhood Area (NA). This can be any area, and in fact does not need strictly to be restricted to or be the whole of Girton parish. However, it is logical in Girton's case for this to be the parish.

Decision 2: That GPC wishes the Neighbourhood Area to be the whole of the electoral parish of Girton.

People Involved

This is not intended to be a one person effort and so the intention would be to draw in additional Girton residents who wish to assist. Additionally, our County and District Councillors can be used for information, advice and support. SCDC Officers will also be a key area for support, information and guidance since the NP sits alongside their Local Plan.

All councillors of GPC and the Clerk will be involved to a greater or lesser degree as they will have a network of contacts throughout the NA both with residents and organisations operating within the NA. The ongoing consultations with residents / groups by the reconstituted GPC committees will also feed into the process. Indeed the day to day planning by GPC for their aspirations for the parish will help shape parts of the NP.

Steps involved

These can be boiled down⁴ to:

- 1) Initial research and information gathering – presently underway
- 2) Application for NA approval by SCDC

¹ <https://www.gov.uk/guidance/neighbourhood-planning--2>

² Appendix A, page 7

³ Note that this does not create a conflict of interest with Councillor Muston or Girton Town Charity of which Andrew Muston is a trustee.

⁴ Appendix A lays these out these in more detail

- 3) Consultation with residents, businesses, organisations, public bodies, neighbouring parishes and landowners in and affecting the NA
- 4) Review of feedback and decisions on what to put in the NP – GPC to make these decisions
- 5) Submission of draft NP to SCDC
- 6) Independent examination of the NP
- 7) Once approved by the examiner, then goes to a parish referendum
- 8) Once approved, NP is then adopted (the term is 'made') by SCDC
- 9) Periodic review by GPC

Costs

Advice is being sought from SCDC as to grants available to cover costs incurred, with the aspiration being that it costs GPC and those assisting in the process only in time as much as possible.

Decision 3

While GPN can be used for articles to its recipients and there can use of the community Facebook page etc, while noting that there must be some consideration for reaching people who are not 'online', the GPC part of the parish website will be a prime platform for updates and documents, including the draft NP, to be made public.

Decision 3: GPC online platforms and village noticeboards under the control of the Clerk will be used during the process, as deemed suitable by the Clerk, for publication of documents, updates and so forth.

Decision 4:

Just to avoid any GDPR traps and since this project is being run under the auspices of GPC, sharing contact necessary details needs to be agreed. The justification is 'business need' of GPC.

Decision 4: Both GPC and the team carrying out this process can share contact details of residents, businesses, organisations, public bodies, neighbouring parishes and landowners in and affecting the NA with each other only as appropriate in working to complete the NP.



Andrew Muston

2 February 2023

APPENDIX A



HMG Guidance -
latest as of 2020.docx

APPENDIX B



Why have a
Neighbourhood Plan.

Committee		Full Council
Name of project		EVCP – Electrical Vehicle Charging Point
Primary Reason for project		To install an Electrical Vehicle Charging Point in the Pavilion car park.
Description of project		<p>The project would require groundworkers to dig a trench with a cable feeder from the corner of the pavilion to the space where the container is currently situated. The container will need to be relocated. Therefore, no change to the current situation that already causes the lack of 2 parking spaces.</p> <p>A gov.uk approved, registered electrician would then install a separate fuse from our current three-phase supply fuse board and feed the cables through the feed ready to install an EVCP, which would have 2 connectors to allow 2 cars to be charged at the same time. This would be chargeable to the user (via an app).</p>
Capital sum requested		<p>A grant is available from South Cambs for the installation of an EVCP for up to £5000.00. I have started the application and it is 70% complete. The deadline for completion is 31st March 2023.</p> <p>This request is to simply approve the grant application, support for the EVCP and its location. The car park is a good central location. There is also a three-phase electricity supply already in place at the pavilion. I have requested quotes from 3 electricians, 2 groundworkers and 3 different EVCP units.</p> <p>As part of the application process, a letter was required from our district councillor to give their support of the project, which has been received from Cllr Stobart.</p> <p>NB. The cost of the project MAY incur additional charges but will be minimal if at all. Once I have the figures, I will bring a new request to council (if the grant application is successful) with a full breakdown of charges for the complete project. I will be able to include more information on costs for running, expected revenue and all quotes received.</p>
Ongoing revenue (if any) per year		To be confirmed.
Ongoing costs per year		To be confirmed. – Maintenance, possible cost of app subscription, electricity etc.
Is the project consistent with the four principles in the Neighbourhood Plan? If so, how?	Digital village	Yes
	Sustainable community	Yes
	Diverse & Inclusive	Yes
	Heritage & design	Yes
Status of Project		Request to be presented to Full Council on 8 th February 2023
Other comments/information		Proposed estimated start date – 1 st May 2023
Clerk to committee		
Chair of committee		

Committee	Full Council
Name of project	EVCP – Electrical Vehicle Charging Point
Vice Chair to committee	



Girton Parish Council - Extending 20m
ph Zones in our village

Girton Parish Clerk
2 responses

Look out for a GPC
survey to collect your
views coming soon.



Cut hedges back now to avoid summer overgrowth, says Council

Residents with garden hedges adjoining pavements and public footpaths are being urged to cut them back before the main breeding season for nesting birds, which lasts from March to August each year.

Cambridgeshire County Council's Highways Department wants to remind home owners to tackle their hedges now to prevent new growth obstructing pavements over the summer.

However, some birds may nest outside the main breeding season, so it is important to check for active nests before cutting. Anyone who has to cut during the nesting season for some reason should check for nests first and only use hand tools.

The RSPB warns: "It is an offence under Section 1 of the **Wildlife and Countryside Act of 1981** to intentionally take, damage or destroy the nest of any wild bird while it is in use or being built, or to intentionally kill, injure or take chicks or adults, or intentionally take or destroy any eggs."



Hedgerows and Pavements/Footpaths

February 2023

A number of residents have been annoyed and frustrated by hedgerows and other vegetation obstructing footways, footpaths, and cycle paths in the village. This was noted in emails that have been received by the Parish council, and in feedback from both the GPC stall at the Girton Feast and as part of the LHI application consultation.

In a number of instances, this work has generally fallen to Cambridgeshire CC. Unfortunately, we have not seen this work take place in Girton for the best part of two years. As such, the intention is to use GPC's communication channels to remind residents of their obligations to keep the footways, footpaths, and cycle paths clear before the main periods of both vegetation growth and bird nesting.

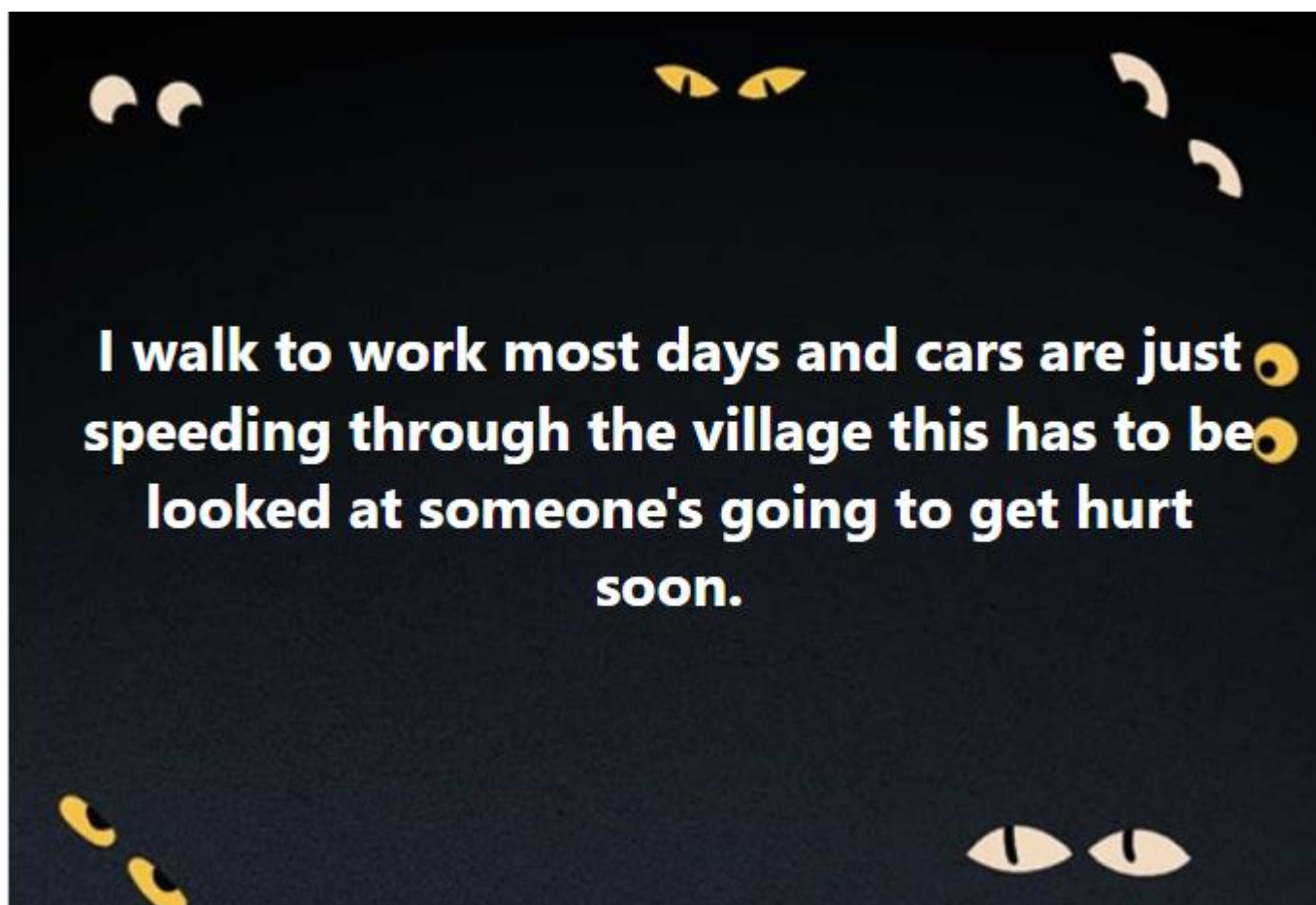
Several areas of particular concern have already been identified, and there remains the additional option in these instances giving notice to the occupier of the land that is the source of the vegetation to undertake clearance work. It would be sensible in these cases to offer assistance where possible. A final step that is permitted, and may be useful to pursue, is to commission the required work to be carried out and recover the expenses from the occupier of the land in question.

All these actions are covered by section 154 of the Highways Act 1980.

Cllr Daniel Carney

FACEBOOK POSTS REGARDING TRAFFIC CALMING

JAN/FEB 2023



#	Name	Comment/Post
1	Michael Bigg	Any particular part of the village that you've noticed this?
2	Wayne Ardley	Co-op to girton corner.
3	Moyra Anderson	the problem is that they do not slowdown , and only come into sight as they suddenly appear ,by then it is to late , but as I do not use the road now things might have changed over time . You do not notice things when you are fit and able ,or are a child , there is a saying . Never judge until you walk a mile in another persons shoes . Maybe it's time they did
4	Rachel Thomas	It's as bad from the Church up to the coop
5	Sylvia Rodgers	Yes it is
6	Suejack Brooks	definitely bad trying to get out of Orchard close is a nightmare
7	Halam Roase	20mph speed limits frustrate drivers who drive faster as a result, they are counter productive. So what could be done
8	Rachel Thomas	people to abide by the speed limits and build time into their journeys. They will be distraught if they are their loved ones are injured by speeding drivers. The limits are there for a reason. I'm not saying it's not understandable for one's speed to drift slightly when going through 20mph zones but I don't think this post is about minor deviations.
9	Bertie Russel	don't remember there being any proper justification presented for 20mph speed limits. We need to balance the cumulative value of everyone's time

#	Name	Comment/Post
		vs the risk of someone being injured. Merely claiming that any risk of injury is unacceptable means banning all forms of transport.
10	Jane Mansley	if people don't obey the 20 mph limit, the council won't have a choice but to put in more traffic calming measures
11	Dan Buck	It's the rat racers coming through from the outer villages on their way to work in the city. You get it the other way at going home time too... I can literally see the stubble on their faces in my rear view mirror they are so close to my bumper...
12	Sylvia Rodgers	Yes I agree I do the right speed limit but then you get cars nearly in your boot trying to make you go faster I think speed cameras would be a big help
13	Rachel Thomas	I know, I find that is pretty ubiquitous. It seems to be the new style of driving.
14	Sylvia Rodgers	I agree
15	Patrick Linton	I don't normally drive, but last time I did, (in early January) I was driving 20mph and the car behind me zoomed past me, nearly hit a cyclist going the other way, then zoomed past the next two cars up the road in front of me too.
16	Maggie Green	Outside my house its like the A14 even now with the speed limit board on the lamppost. no respect and I get overtaken
17	Sean Bremner	It's scary cycling to school with children.
18	Maggie Green	I can imagine.
19	Caroline Zakrzewski	The problem is that the driver's perception was that it was safe at 30mph. Putting the signs up doesn't change that perception for the most part. For full compliance we need to make it hard to drive at 30mph - narrower roads with a proper cycle path, speed calming, enforcement etc.
20	Paul Loveday	Stop putting the speed indicator signs where the cars leave the village !..they need to be in the middle by the allotments. If you want to see an example of lots of cars ignoring the 20mph limit , any morning around 9am cars entering Girton by the school at the Oakington end of the village.
21	Blooming Fauz	Agree. Speeding is the norm, and overtaking if you're doing 20mph. Speed cameras needed
22	Bertie Ruseel	I can't support this. Speed cameras are incredibly ugly. They should be a last resort for the most serious risks.
23	Kevin Faint	Was just leaving club the other day when a car literally took off over the speed bump bin work today went through a village that had bollards both sides of road which ment you have to let on coming traffic through first that definitely slowed down everybody worth a shot
24	Jess Hope	I worry pushing my pram that a speeding car might mount the pavement. It's also a problem that the footpath on the side of the road with a grass verge is in terrible condition, and makes walking with prams/kids on scooters very difficult. I notice a lot of people walking on the other side, which doesn't have a verge and so it would be much easier for a little one to fall into the road in front of the speeding cars
25	Bertie Russell	The cycle path along New Road between Girton and Histon seems far more dangerous, with cars legally doing 60 mph but often 70 or 80 mph. To the extent that this can be made safer between the councils of Girton and Histon, I think it should be.
26	Jayne Williams	We live opposite a speed hump in the 20mph zone, it isn't just cars speeding. Daily we witness the many construction vehicles, school buses, council refuse lorries etc speeding, and in some cases nearly taking off along this stretch of road. When there are vehicles legally parked in the

#	Name	Comment/Post
		street, some drivers are so impatient to get through they drive on the pavements! It's dangerous, inconsiderate and unlawful.
27	Angela Louise Mcgrath	Wellbrook way is just as bad quite a few times I have been nearly knocked off my bike cycling to work

#	Name	Comment
1	Moyra Anderson	I very rarely go out in my Mobility Scooter now after a near miss , as I was trying to get across to the Coop . The cars speed past you as they suddenly appear over the Bridge , from the Cambridge Road .also getting across from Pepes Way is just as bad , if you include the Pot Holes ⁰⁰⁰ . Scattered along Pepes Way and nearly getting tipped over in my Eighties with Cancer it is most definitely not worth the hassle. So I remain now mostly housebound . Maybe it has changed over the last twelve months when the better weather comes I will give it a try .
2	Tina Walker	Sorry to hear this. Something needs to be done around the coop area. We live nearby and have had many issues getting in and out of our drive way safely.
3	Moyra Anderson	Now it has been highlighted and looked into , Things might change



///cheer.hurls.hotels



///note.atom.stews



///acute.treat.tricks

I hope this message finds you well and that you are indeed the appropriate people for me to contact; I have a proposal I am *very* excited about and would like to take action immediately!

I am a professional Children's Book Author/Illustrator and have recently moved to Girton (50 Girton Road). My bio can be viewed here <https://www.hachettechildrens.co.uk/contributor/caroline-gray/>

I have walked past the phone booth on Girton Corner with my two small children every day since moving here in November, but only this morning did I really notice quite how derelict and forlorn it has become. It is unfortunate, as this phone booth sits in such a prominent position at the entry to the village and is rather a sorry sight.

It struck me immediately that this might be an excellent opportunity to spruce it up and create another wonderful phone booth library (I believe there is a phone booth library near the church?). My proposal would be that this phone booth be dedicated exclusively to **children's literature** (from picture books and early readers through middle grade and possibly YA fiction).

I have a great number of children's book authors and illustrators in my professional network (both local and further afield) and would easily be able to source donated (and also signed) copies of some wonderful new books for the library. I would also be delighted to make a substantial donation of quality books from my own collection. It would be my absolute pleasure to take responsibility for the maintenance, upkeep and logistics of maintaining the library and ensuring the books are laminated and labelled appropriately etc. I am willing to donate my time and personal resources to this as a way to contribute to our wonderful village. I live just a stone's throw from the booth and would be able to check in daily.

My husband is skilled in basic carpentry and would be able to assist in the construction of shelves etc. and would be able to help clean and repaint the booth. Any financial assistance the council would be able to offer for paint etc. would be most welcome but failing this, we would also consider funding this project ourselves for the betterment of the community. Obviously there is much to consider regarding health and safety, security etc.

I am very excited to hear your thoughts and ideas on this.