

# **GIRTON Annual Parish Meeting**

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

**Wednesday 11<sup>th</sup> May 2022**

**Convened by Dr Haydn Williams, Parish Council Chairman**

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# **GIRTON Annual Parish Meeting**

## **The Pavilion, Girton Recreation Ground**

### **Cambridge Road, Girton, Cambridge CB3 0FH**

#### **Wednesday 11<sup>th</sup> May 2022**

**Convened by Dr Haydn Williams, Parish Council Chairman**

#### **MINUTES**

##### **1. Welcome and Apologies for absence**

Apologies from Angela Blackburn, Andrew Clare, Marcelo Lima Carolyn Wright, Cllr Edna Murphy (County Council), Cllr Richard Stobart (District Councillor)

##### **2. Minutes of Girton Annual Parish Meeting held on 27<sup>th</sup> April 2021**

Cllr Williams confirmed there were no Minutes presented. The meeting was online with small number of attendees, no decisions made, and all reports could be found online.

##### **3. Matters arising from the minutes - See above**

##### **4. Guest Speakers**

###### **Douglas de Lacey: Planning in Girton.**

Douglas de Lacey confirmed that Stephen Kelly of Greater Cambridgeshire Partnership (GCP) was ill and could not present this evening, but he had gone through his presentation with Douglas. Stephen would like to come and deliver his presentation to Council in a month or two. Stephen hoped members of the public would be able to attend.

Douglas then gave a short presentation of the Purpose and Problems of a Parish Council Planning Committee highlighting

- How Parish Councils were able to present the important view from the Ground
- His Presentation in Girton Parish News 2021 regarding Planning
- Importance and benefits having a Neighbourhood Plan
- Queen's Speech on levelling up.

##### **5. Chris Jones: Girton Green Team**

A huge Thank you to Chris Jones for stepping up to give the above presentation at a moment's notice. Presentation attached.

##### **6. Chairman's Report on the Parish Council's activities**

Cllr Williams gave an update on Girton Parish Council's activities during the past year. Slides attached.

##### **7. Finance Report**

Girton Parish Council Clerk/RFO gave an update on progress of Finances. Slides attached,

##### **8. Local Highways Improvement Application**

Cllr Williams gave a brief update, for more information please see his report.

### 9. Report from County Councillor: Cllr Edna Murphy

Apologies were received from Cllr Murphy. Presentation attached.

### 10. Reports from our District Councillors

Apologies received from newly elected Cllr Richard Stobart. Cllr Garvie confirmed some highlights from her report which can also be found on Girton Community website.

- Cllr Garvie had been in council for a year now.
- She confirmed her new teammate Cllr Richard Stobart had been very proactive and had started his casework on Active Travel.
- She referred people to her report and was happy to answer any questions.

### 11. Report from Girton Town Charity

Ann Bonnett introduced herself and confirmed she was happy to take any questions.

- Ann confirmed that 13 Alms-houses were now being finalised in Girton High Street
- GTC is looking for more trustees
- GTC has many schemes/grants for all ages for people in need.

### 12. Pre-notified public presentations

Andrea Rusted from Cakes by Lexi gave a public presentation highlighting questions and potential for a full-time café in the village.

### 13. Questions and Comments from the floor

For all Questions and Comments see our community website

**The Annual Parish Meeting is an opportunity to ask questions that are important to you as a resident of Girton**

**For APM Reports, Slides and Questions/Comments see the APM 2022 page on our Community website**

**<https://www.girton-cambs.org.uk/girton-annual-parish-meeting-11-may-2022/>**

**KEEP IN TOUCH WITH GIRTON PARISH COUNCIL**  
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Website: [www.girton-cambs.org.uk](http://www.girton-cambs.org.uk)

 Girton Parish Council Website	 Girton Village Community FB	 Girton PC Twitter @GirtonPCouncil
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## **ANNUAL PARISH MEETING**

### **For GIRTON 2022**

**Girton Pavilion**

**Wednesday 11<sup>th</sup> May 2022, from 7pm**

# **WELCOME**

- Every English parish must have a parish meeting
- The meeting consists of local government electors registered for the area. If the Chairman of the Parish Council for the area is present he/she **MUST** preside
- The meeting must assemble between 1 March and 1 June and may be convened by the Parish Council Chairman or by 6 electors for the area for which it is held
  - A minimum of 7 days notice of agenda must be given
  - The quorum of a Parish meeting is 2
- Decisions are taken in the first instance by a majority of those present and voting. The Chairman, if an elector, has an original and casting vote, if not an elector, only a casting vote – voting does not need to be counted but can be based on overwhelming majority
- A poll can be demanded not later than the end of the meeting on any question arising at it. Such a poll is held only if TEN or one-third of the electors present insist or if the person presiding at the meeting consents. The District Council would then be notified that a poll is required
- In all but a very few cases, any decision reached as a resolution is “persuasive” only and may not subsequently be passed by the Council
- The right of the parish meeting to discuss parish affairs extends to any public matter of a parochial nature and is **NOT** confined to the exercise of the statutory functions of the Parish Council
- The press and public have the same rights of admission to parish meetings as they have to a meeting of the Parish Council. It is therefore advisable to set aside clearly marked places for electors and non-residents to avoid confusion when a vote is taken

# WHAT'S GOING ON?

## GIRTON COMMUNICATION

### Stay in the loop!

*The latest updates*

We are regularly updating our website to bring you up to date news, details of what's on, bookings, councillor profiles, various meeting agendas/minutes and much more...

[www.girton-cambs.org.uk](http://www.girton-cambs.org.uk)



*Girton Parish Council Website QR*

You will always find articles and reports to keep you up to date in the Girton Parish Newsletter too.

Guess what...the links to the monthly newsletters are on our website too!



*New surfaces for the play equipment go down at the recreation ground.*

Get in touch...of course we are only an email or phone call away too 😊

01223 618619

[clerk@girton-pc.gov.uk](mailto:clerk@girton-pc.gov.uk)

[admin@girton-pc.gov.uk](mailto:admin@girton-pc.gov.uk)

### Check us out on social media!

We are proud to be part of the online community here at Girton Parish Council.

Details of our Facebook and Twitter pages can be found below. We share all sorts of news and updates here as well as on our website.

Girton Village Community Group is a fantastic group to be part of to find out all about the projects the locals are planning and running. If you've got any questions about what's going on in the village, you can be sure a member of this online community will help.

Another way to meet your neighbours!

Whatever next...Instagram!?!



#### Girton Parish Council

Facebook Page



#### Girton Village Community Group

Facebook Page



#### @GirtonPCouncil

Twitter Page



## **Girton Annual Parish Meeting**

**Wednesday 11<sup>th</sup> May 2022**

### **Chairman's Report**

#### **Summary**

Emergence from Lockdown has meant a return to face-to-face Council meetings and some semblance of normality in our operations, all be it with the restrictions of social distancing, use of masks, and a higher degree of ventilation of indoor meetings.

Significant staff changes have occurred this year with the departure of our Clerk, Susie Cumming, and our assistant to the Clerk, Laura Lawrence. We wish them well. We welcomed our new Clerk Yvonne Murray and assistant Angie Vidler in September/October.

The year has also seen progression of a number of projects including:

- Progression of the Pavilion refurbishment project to the Value Engineering stage of design and construction. Development of back up plans to provide the same outcome at lower cost are being considered. Progress on the project has been slowed by the pandemic and the consequent unpredictability of prices in the current economic climate.
- Successful submission for additional funding from the SCDC Zero Carbon Fund, towards 'green' heating of the Pavilion Hall.
- Repairs to play equipment and resurfacing of the village play areas is now complete.
- Completion of widening of the cycle/footway along Oakington Road with installation of the new street lighting along this very dark section of the village.
- Plans for the off-road equestrian route from Manor Farm Road to the bridleway at Oakington Road Bridge are still being finalised but it is hoped that this will happen this year.
- Use of the MVAS speed monitoring equipment at various locations in the village will provide data in support of future Local Highways Improvement Grant applications.
- Girton Green Team completed the laying of the hedge along the boundary of Town End Close Nature Reserve. This began in early 2020, and completion in 2021 was delayed.
- Footpath/cycling/riding links to the new NMU route, alongside the A14, via Washpit Lane and Weavers Field have been completed.
- A long overdue tree survey has been completed and remedial actions taken.
- Adoption of improved administrative procedures, including, switching to online banking, a new accounting system, ('Xero'), use of MS365 Office applications and the '. gov.uk' domain for more secure online communication between councillors.
- Development of improved village communication using the village website and social media

In the coming year it is hoped to see development and completion of projects including: repairs and replacements to Trim Trail equipment and the MUGA fence; expansion of the rewilding scheme into implementation of a Girton Nature Recovery Plan; development of a village wide litter picking plan; continued deployment of speed monitoring/warning equipment; the provision of an off-road equestrian route from Manor Farm Road to the bridleway at Oakington Road bridge; improvements to the bridleway linking Oakington Road to the guided bus way; improvements to the footpath surface leading to Girton Wood; submission of a Local Highways Improvement grant application to provide further road safety enhancements in the village; provision of safety bollards to the Pavilion car park adjacent to the artistic fence; progression to completion of the Pavilion remodelling and extension works; and agitation for much needed resurfacing work to village pavements and footways, and more substantial tree replanting along the A14

#### **Emergence from the Pandemic**

My last annual report of April 2021 was written in preparation for our virtual Annual Parish Meeting on the 27<sup>th</sup>. Our subsequent Council AGM held on May 4<sup>th</sup>, was the last that was allowed to be held virtually following a High Court ruling that such meetings could no longer legally take place after May 6<sup>th</sup>. Subsequent Council meetings have been held face to face indoors with social distancing, enhanced ventilation, and the wearing of face masks. More recent

readmission of the public to meetings has made differentiation between the Council and observers more difficult and resulted in rather 'messy' meetings. It is hoped that this will be rectified when we soon return to seating in closer proximity around a table.

Use of Council recreational facilities has continued with a gradual return to use of the changing rooms and limited use of the Pavilion Hall. Reopening of the Parish Office and Hall was complicated by the expectation that we would be beginning the refurbishment work to reallocate the Office to the ground floor and extend the Hall. Delays in the progression of the project have made the timing of the eventual start of work difficult to predict but it is expected that it should begin in the summer.

As last year the Council Committee system has effectively ceased to operate but is now being revived. This was not in time to contribute to an effective budget system however, so again we have resorted to setting an inflation related increase to our precept and budgeted to add to our pots of reserves designated to maintenance of facilities and the environment.

## Personnel

- At the 2021 AGM the Chair, Vice Chair and Committee chairs were re-elected unanimously. Over the year we have seen the resignation of one councillor, Shahila Mitchell, for personal reasons; thanks to Shahila for her work on the Council particularly in relation to the response to the Covid pandemic and the work of the Pavilion refurbishment Task and Finish Group.  
In December, we also lost Councillor Jane Buckler who very sadly passed away after a short illness. Jane was raised in Girton and returned to live in the village in recent years and joined the Parish Council in the early/mid 2010's. She was keen that the village be made as attractive as possible and in the face of the ravages of the A14, had the declared intention to 'make Girton Gorgeous' again! She was chair of the HR Committee and despite failing health, played a key hand in our recent staff recruitment. We again send our deepest condolences to her husband (Keith),  
We have also welcomed three new councillors by co-option: Cllrs. Carney, de Lima, and Muston, who have shown great enthusiasm in involvement with the work of the Council. Daniel Carney has become Footpath's Officer and vice chair of the Finance Committee, Marcel de Lima has initiated a Nature Recovery Plan and become vice chair of the Sports and Recreation Committee, and Anne Muston has become chair of the Finance Committee.
- We thus complete the year with 12 Councillors and following the recent call for nominations for election to the new Council we have 7 existing and 6 new members who are elected unopposed. Retiring Councillors are Julie Dashwood, Val Godby, Anne Kettle, Mary Rodger, and John Thorrold. We thank them for the work they have done for the Council, Val, in particular, as she has been a councillor over many years. New Councillors are Angela Blackthorn, Michael Blom, Andrew Clare, Alison Giles, Nas Hayat, Stuart Marshall, and Carolyn Wright. We look forward to welcoming them to our AGM on the 17<sup>th</sup> of May.
- This year has seen an unprecedented turnover of Staff. Following the cessation of provision of accounting services by Coles Accounting, (reported last year), we have employed Streets Accounting, a company based in Wellbrook Way, Girton to manage the completion of our Annual Return and provide us with assistance in updating our accounting systems. In July we said goodbye to Laura Lawrence, assistant to the Clerk, who left for health reasons and in September to our Clerk and RFO, Susie Cumming, who took up an administrative position at her Church in Cambridge. We wish them both well in their future activities.

We were very fortunate to be able to appoint our new Clerk & RFO, Yvonne Murray, without the need for any temporary cover. Angie Vidler was appointed to the position of Assistant Clerk after a period of temporary cover undertaken by Cllr Rodger. Both have hit the ground running and have seamlessly transitioned into their roles. Angie has chased up a significant number of overdue debts for use of facilities and since Yvonne's arrival great progress has been made in streamlining our administrative procedures including, switching to online banking, adoption of a new accounting system ('Xero'), to bring our accounts up to date, and ensuring all payments (some of which had become significantly overdue), have been made.

Other changes instigated include using our new MS365 platform and moving us to the .gov.uk domain for more secure online interaction; updating and extending our primary policies to enable speed of decision

making and to support new Councillors; re-joining CAPALC and NALC, to increase availability of Council training and advice; re-energising of our Committees with development of Mission, Vision and Values statements to give clearer direction and scope to all our committees; approval by Council to sign-up to the NALC Bronze Award scheme which measures Parish Council best practice; and improvements in communication by greater use of the Village website and of social media.

- Thanks are due to Chris Wilson, Groundsman and Norman Lewell, Security Officer for their continuing reliable service. Finally, we should not forget the contribution of our voluntary officers, Cllr Andy Griffin, (Trees), Cllr. Mary Rodger (Drainage and Flooding), Cllr. Val Godby, (Police Liaison), Cllr. Ann Kettle, (Youth liaison), and Daniel Carney, (Footpaths); thanks to all.  
Sad to say that in October we also lost a friend and stalwart servant to the village, George Thorpe, (Warden of Town End Close and coordinator of 'Girton Green Team' volunteers), who has sadly died. George did a huge amount for the village and is sadly missed. Deepest condolences to Viv, his wife.

### **The Pavilion**

- As we emerge from the pandemic, progress on this project has regrettably been predictably slow, but we have been through a contractor selection process, with the successful firm, (Godfrey and Hicks), now having developed detailed designs and costings. Value Engineering is underway to bring the costs into line with budget. Given the increased building costs being widely reported over recent years, plans are likely to require further modification to meet our financial targets. When the 'best' price is known we shall re-evaluate the project in the light of 'post pandemic' requirements for Office and Meeting Room space and modify the design accordingly.  
In addition to the already secured funding of £275,000 from Cambridgeshire County Council Communities Capital Fund, I can report that my application for £15,000 funding from the South Cambs. Zero Carbon Communities Grant towards 'green' heating was also successful.  
We are considering other possible sources of grant funding which will be pursued if we have a further shortfall to make up.
- One positive aspect is the work done to clear the Pavilion loft space which had become something of a dumping ground for various village groups' extraneous property! Many thanks to Paul Clare who as a co-opted member of our Task and Finish group has put a huge effort into this. Essential items are now stored in the container on the carpark. When the work is complete this will be moved to the bottom of the recreation ground to replace an existing container which has deteriorated beyond repair.
- In anticipation of the closure of the building and to accommodate our new staff we negotiated the use of a room in Cotton Hall as a temporary Office. This proved less than satisfactory for several reasons so that the arrangement was terminated after 3 months. It is anticipated that a temporary office will be set up in the Contractor's site-office when building work begins.
- A plan to install safety bollards along the footpath adjacent to the artistic fence has not progressed. The alternative plan to install wheel stops on the tarmac was deemed less favourable and it has taken most of the year to ascertain where we can and cannot dig along the edge of the footpath in front of the artistic fence. County Highways Health and Safety Officer felt that the likelihood of a serious incident was remote and that either \_\_\_\_\_ of \_\_\_\_\_ our proposed solutions would be acceptable. Hopefully, our plan for the installation will be completed in the coming months.

### **Sports and Recreation**

See separate report from Gill Cockley (Sports and Recreation Committee).

- Repairs and replacements of some items of play equipment were severely delayed by the pandemic. It is pleasing to report that the see saw is now repaired and the climbing frame platforms and safety surfacing on the Recreation ground play area have been replaced. Repairs to the play area surfaces and equipment at



Wellbrook Way and Weaver's Field have also been completed. Thanks are due to the resident of Weavers Field who has steam/pressure cleaned the play surface at that location on more than one occasion. Further repairs to the Trim Trail are scheduled.

### **Open Spaces**

See separate report from Andy Griffin/Marcelo de Lima, (Environment Committee), and Daniel Carney, (Footpaths Officer).

- The Girton Green Team of village volunteers which was so ably led by George Thorpe continues to address various tasks relating to management of vegetation alongside footpaths and in the various smaller open spaces in the village. Since the pandemic this has been on a limited more solitary scale dictated by social distancing restrictions. In March, a larger party has completed the laying of the Town End Close hedge alongside Footpath 4 at Woody Green. Thanks must go to Impington resident, Chris Jones, (who is a hedge laying enthusiast), who contributed much effort, knowledge, and expertise to the work. We now really are in desperate need of someone who is able to take on leadership of the group and the wardenship of Town End Close Nature Reserve. Finding someone with George's breadth of knowledge and commitment is proving difficult.
- Last year I reported: "The issue of replacement of the diseased Holm Oak near Cotton Hall is still unresolved. We continue to send reminders to SCDC and hopefully will see a replacement planted eventually." Sadly, nothing has changed.
- Following the demise of the plan to convert the old BT phone box at Girton Corner into an art gallery, an alternative idea to install a defibrillator is now to be costed and progressed.
- Councillors lead by Councillor Rodger have conducted a trial scheme of rewilding areas of grass verge and green space in the village. Councillor de Lima is instigating a Nature Recovery Plan which will hopefully incorporate this idea into its development proposals.

### **Planning Issues**

See separate report from Douglas de Lacey, Chair of Planning Committee

- There have been two further contentious applications this year. The application to demolish the former Felix Hotel to build a new Care Home met with wide protest from residents and has yet to be decided by Planners. A more recent retrospective application for development of a bungalow at Duck End has also caused consternation, and a further retrospective application to build a storage unit on green belt land in Oakington Road has received objections from residents. The Parish Council Planning Committee voted to refuse both of these.

Girton College has recently revived an application approved in 2016 which is time lapsed. The Council considered it recently and requested that the provision of a new car park entrance along Girton road should be subject to detailed safety scrutiny and that all requirements for net biodiversity gains are met or exceeded

- All the submitted sites for Girton, in the South Cambs. Local Plan development 'Call for Sites' were rejected as being unsuitable.

### **Highways**

- Our Local Highways Initiative grant application for Double Yellow lines in junctions at St Margaret's Road and Thornton Road, and safety bollards at Weavers Field junction with Girton Road was unfortunately not successful. Our application was rated 26<sup>th</sup> out of 42 with the first 16 being approved. The cut off score being 3.6/5, we scored 3.5/5. In general, it seems that speed reduction measures were favoured this time, and we have had our share of those already. However, I have requested information on the factors that decide the scoring, and that the safety bollards still need to be replaced at Weavers Field.

We are considering that this year's LHI application should probably request extension of the 20mph limit to Girton Corner and reduction of speed along Oakington Road to 30mph.

- The speed monitoring equipment received under an LHI grant application has been used at several locations in the village, Cambridge Road, Oakington Road and Huntingdon Road. The data recorded over 28 days at each location has been forwarded to the Police authority. This should prove useful in supporting any further speed reduction measures we should wish to implement.
- The widening of the cycle path along Oakington road being carried out under S106 funding from the Northstowe development, to improve non-motorised links between Oakington and Girton, has been completed within the Girton section. A proposal to improve safety in crossing the bridge by widening the foot/cycle path and instating single lane traffic on the bridge was considered and consulted upon. The response was not enormous and was evenly split. However, there was sufficient concern raised about the safety of horses crossing from the nearby stables to the bridleway that the Council felt the case for its' introduction could not be supported.
- As part of the work on the cycle path widening the repairs to the bridge parapets were also carried out. The structure of the bridge supports is deemed sound and plans for further flood relief measures will concentrate on providing additional water channels outside the bridge supports and possible lowering of the stream bed below the bridge. Cllr Murphy reports that funding for work on the Oakington Bridge remains in the highways' maintenance budget, and preparatory work assessing the requirements for flood control measures is underway.
- Following our securing of funding from the A14 legacy fund, the new street lighting along the section of Oakington Road was finally installed in March and is now working. It is gratifying that apart from improving the safety to pedestrians and cyclists, it really does reinforce the point that the area is a part of the village and not some abandoned outpost. We will periodically monitor traffic speeds along this road and if supported apply for speed reduction measures including reduction in speed limit to 30mph.
- Many pavements in the village are still in need of resurfacing and in some cases renovation. We have raised concerns about the quality and location of recent resurfacing in the village. We are exploring this with County Councillor Edna Murphy who has taken it up with Highways Officers. It appears that shoddy cosmetic 'top coating' of less worn pavements has taken priority over substantial repairs to those in very poor condition. Edna has also gained an assurance that the long-needed renovation of the pavement at Woody Green is scheduled for 2023, though interim repairs may happen sooner, Similar assurance is being sought for those in Cambridge and Girton roads. The requested replacement of bollards at Woody Green to prevent reckless cycling has been denied on grounds of maintaining disabled access. We are considering erection of cycle restriction warning signs.
- The problem of ensuring safe traffic access to the new Gretton School site at the junction of High Street and Cambridge Road was discussed with the school management. 'Banksman' control of taxis entering and leaving, control and staggering of arrival and departure times and introduction of warning flashing light 'School' signs were discussed. There do not appear to have been many subsequent problems reported. The further issue of staff parking along the High Street was also reviewed but still persists. The use of this road by heavy vehicles servicing the Dovehouse Court building works has meant that the pavements here have become damaged. Contractors have undertaken to make good when the work is complete.
- Plans for provision of off-road access for horse riders from Manor Farm Road to the bridleway at Oakington Road Bridge, progressed by former County Councillor Lynda Harford have yet to be realised. County Councillor Murphy has had difficulty identifying the responsible Officers and the funding source. This has recently been established to be approved expenditure from the County Council Social Values Fund. There should now be no further obstacle to completion of this important road safety improvement measure.

- The possibility of improving the surface of this bridle way to the guided bus way has been explored but it is proving difficult to define a solution that is friendly to pedestrians, cyclists, and horses. The footpath leading from the Church through the Millennium Wood and on through Girton Wood to the guided bus way could also benefit from addition of road planings and their provision is to be investigated.
- Following the A14 upgrade works, links to the NMU at Washpit Lane and Footpath 4 to Weavers Field have now been completed, but regrettably do not restrict motorcycle access. This situation will be monitored. The route of the path over the A14 has now been formally revoked. Improvements to the path on the other side of the A14 bridge linking to Huntingdon Road have yet to be progressed, being apparently hampered by issues relating to the land ownership.
- The tree replanting along the A14 and local road has sadly not flourished, and County Councillor Murphy continues to badger National Highways (the new name for Highways England), to ensure failing trees are replaced.
- The issue of rat running through the village remains a concern. The possibility of a direct link from the A1307 local road to the M11 appears to have been kicked into the long grass. We shall continue to monitor the situation and renew our efforts to address matters, as evidence of need emerges. The plan for the Northstowe Southwest access road which also has potential for exacerbating traffic flows through Girton was recently included in a further Northstowe development planning application. Our concerns were made known that this should not encourage use of Girton roads as a route to Cambridge.

## Finance

See separate reports from Ann Muston, (Finance Committee), and Yvonne Murray, (RFO).

- As reported in October, following the appointment of our new Clerk/RFO, it became apparent that our accounting/bill paying process had unravelled over the period of lockdown, and a number of aggrieved unpaid contractors and service providers emerged from the woodwork. These matters were rapidly addressed by Yvonne and following our setting up of on-line banking and a new Accounts package, we now have streamlined system for accounts management.
- Difficulties in identifying a suitable accountant to complete our Annual Return meant that it was not possible to submit this until after the specified time limit for public on-line display of the documentation. As soon as Streets were appointed, they completed the task very efficiently and the official Audit of our Return was completed with only one additional minor qualification referring to a clerical error in posting of a receipt of monies from SCDC with the precept payment. Thanks to our RFO and Streets for achieving this.
- Over lockdown, with Committees being unable to meet, the precept was set by applying an inflationary increase to provide a surplus for addition to reserves. Also, as in the previous year, we froze our hire charges for the year at 2020 levels. Having re-established all our committees, we shall work on the development of a rolling three-year budget process in order to anticipate expected expenditure.
- Emergence from lockdown in 2021 meant that our income from letting of facilities recovered from the previous year's shortfall. However, our plans for refurbishment of the Pavilion meant that we closed the Pavilion Hall unnecessarily early, and this is reflected in a slow pick up in bookings and reduction in income during the middle of the year. While the Profit and Loss account shows a loss of some £11,000 over the year, once we consider the payment from reserves on Play surfaces/equipment, and fees associated with the Pavilion refurbishment, this translates to a surplus transferable to reserves of more than £30,000.

## The Future

Projects that we hope can be carried out in the coming year include:

- Completion of repairs and replacements to Trim Trail equipment and the MUGA fence.
- Expansion of the rewilding scheme into implementation of a Girton Nature Recovery Plan.

- Development of a village wide litter picking plan.
- Continued deployment of speed monitoring/warning equipment.
- Installation of the provision of an off-road equestrian route from Manor Farm Road to the bridleway at Oakington Road bridge.
- Improvements to the bridleway linking Oakington Road to the guided bus way if a suitable compromise in surfacing materials can be found.
- Improvements to the footpath surface leading to Girton Wood.
- A Local Highways Improvement grant application will be progressed to provide further road safety enhancements in the village.
- Submission to the NALC Bronze Award scheme which measures Parish Council best practice
- Provision of safety bollards to the Pavilion car park adjacent to the artistic fence.
- Progression to completion of the Pavilion remodelling and extension works.
- We shall continue to press for much needed resurfacing work to village pavements and footways and more substantial tree replanting along the A14.

**Haydn Williams,**

**Chairman,**

**Girton Parish Council**

**4<sup>th</sup> May 2022**

# Girton Annual Parish Meeting

## Wednesday 11<sup>th</sup> May 2022

### Finance Report

On joining Girton Parish Council, the key priority for me as Clerk and since November as Clerk/RFO quickly became to ensure Girton Parish Council Finances were in order.

Since I joined on 28<sup>th</sup> September, 231 payments have been made to Parish Council Suppliers and of these only 17 were paid by cheque. The last cheque was written in November 2021. Angie, our Assistant Clerk has issued 298 invoices since she joined us in October.

Firstly, and possibly most importantly a huge Thank you to our suppliers, many of them who have been working with Girton Parish Council for a number of years. A focus for our Council is to ensure that our suppliers/out partners are paid on a timely basis and that we work with them to get the most cost-effective services and suppliers for Girton Residents.

Girton Parish Council is using and updating as a priority the mechanisms we have at our disposal to ensure that Suppliers are paid as promptly as possible and that we have clear governance in place to aim for best practice with both our Suppliers and our Recreation ground users.

Below are some of the key achievements of Full Council and Committees that are key to Finances

- Online banking has revolutionised my work as Clerk/RFO. When I first joined, we were paying by cheque, now our payment is prompt, approved by Council and paid with minimum delay.
- Reinstatement of the Finance Committee and appointment of a Finance Chair with a plan to put in place a robust budgetary process for Girton Parish Council.
- Re-energisation of our all Committees to give collective support for our priority projects
- Continued and increased co-option of non-councillors to Working Groups for more informed and objective decision-making around the priorities for Girton Parish Council.
- Collaboration with our Community, our Suppliers and REC users to ensure we are considering all possible solutions for delivering Parish Council projects to our village.
- New Accounts package to allow Girton Parish Council to ensure that a Finance process is in place that is more easily accessible and understood, removing key person risk has been removed.
- Use of Girton Community Website, Girton Parish News, and social media, not forgetting our Village Noticeboards to communicate information more quickly to our residents.
- Setting of precept at an Extraordinary Full Council meeting on 25<sup>th</sup> January as below:
- ***APPROVAL: Council approved a 6.5% increase to the precept for 2022-2023 following discussion and presentation of headline information on Accounts. This makes the total precept request for 2022-2023 an amount of £139,648 (Precept 3031/22 £130,956), an increase of £4.20 on a Band D property. Proposed by Cllr Williams (Chair), seconded by Cllr de Lacey, Approval of Motion confirmed (unanimous)***

Also, some key goals and priorities for the RFO and Finance Committee

- Reviewing and changing our P&L and Balance Sheet to ensure that our items of income and spend are clear. Council is planning that all our Councillors have the opportunity to be trained and have an awareness of our finances to support their decision-making.
- Submission of VAT 126 returns to bring us up to date and completion of Business Rate Requirements
- Working together with suppliers and service providers to ensure all payments are up to date.
- Review of process and timing to become VAT Registered
- Creation and implementation of a rolling 3-year budget and action plan

- Completion of a detailed Asset Register that enables Council to recognise when operational replacement and/or maintenance is required for our equipment.
- Ensuring that Girton Parish Council can meet the timeline for setting the precept and year-end requirements.

Some other members of our team whose work has supported reaching this better position in terms of Finance:

- Our Assistant Clerk has developed good relationship with our Recreation Ground users and is issuing invoices on a regular basis to ensure a steady income stream for the Council.
- Streets Chartered Accountants, our Accountants who have partnered with us in a way that they can step back and pass responsibility to the new Office team.
- Ann Muston who took the role of Finance Chair over the next few months and has done a lot of training and groundwork to ensure she can do the best job she can do.
- Also, to Chris Wilson, our Groundsman without whom both Angie and I would not have developed the understanding of the priority issues for Sport & Recreation.

I hope to see you all and more at next year's Parish Council together with the Finance Chair to confirm further significant progress made over the next year highlighting a move to processes supported by policy and data from our financial systems and our Asset Register. If you have any questions on the Girton Parish Council finances, please do contact me.

Also, I hope many of you will be with us as Co-opted members of our committees and bringing your requirements for things that matter to you to Girton Parish Council Committees.

**Yvonne Murray**

**Clerk/RFO – Girton Parish Council**

**May 2022**

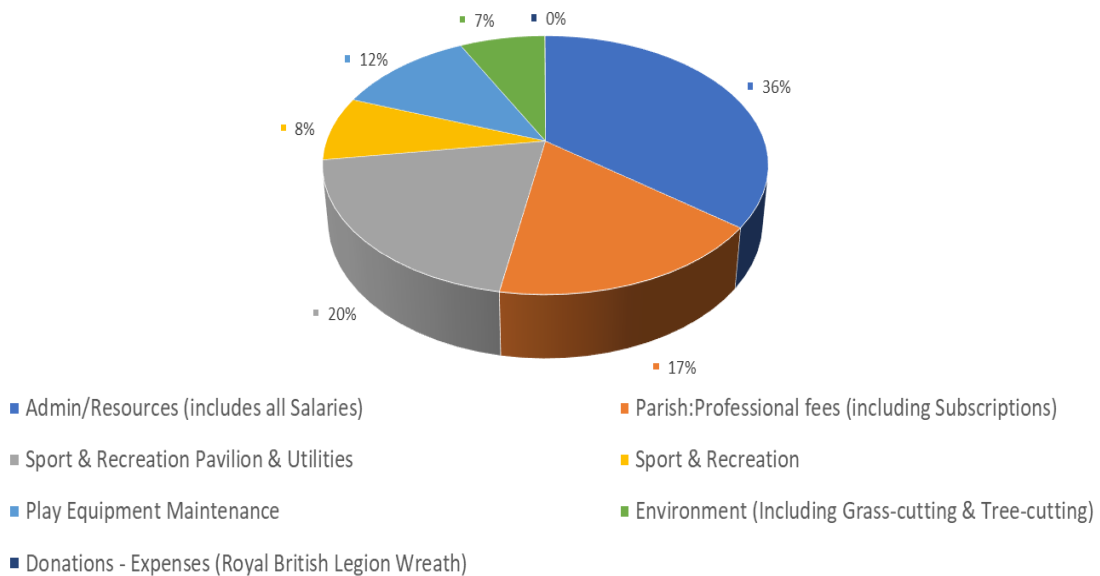
**ANNUAL PARISH MEETING 11th May 2022**

**INTERIM END OF YEAR ACCOUNTS 2021-2022 - Figures are provisional and subject to audit**

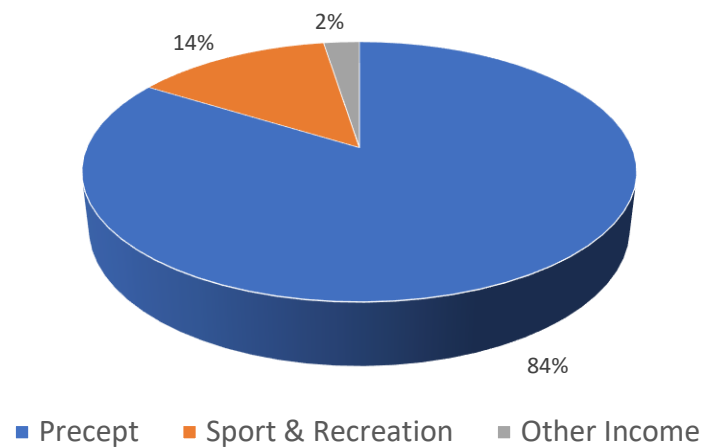
<b>Expenditure</b>	<b>£</b>	<b>Income</b>	<b>£</b>
Admin/Resources (includes all Salaries)	59,500	Precept	130,956
Parish:Professional fees (including Subscriptions)	28,767	Interest Income	660
Sport & Recreation Pavilion & Utilities	33,323	Contributions (CCC Grass-Cutting maintainance contribution & 40% contribution form Girton Church)	2,072
Sport & Recreation	13,490	Sponsorship - Planters	1,155
Play Equipment Maintenance	19,781	<b>Recreation Ground Income</b>	<b>21,326</b>
Environment (Including Grass-cutting & Tree-cutting)	12,373	Recreation Ground Playing Fields & Tennis Courts	13,203
Donations - Expenses (Royal British Legion Wreath)	100	Recreation Centre:MUGA	5,662
		Recreation Centre:Pavilion Hall	2,461
<b>TOTAL EXPENDITURE</b>	<b>167,334</b>	<b>TOTAL INCOME</b>	<b>156,168</b>
		Surplus/Deficit for year	-11,166

*Note: Play Equipment Maintenance as confirmed by Chair's report has been spent from Specified Reserve of £27,521.*

Girton Parish Council Expenditure  
2021-2022



### Girton Parish Council Income



### Girton Parish Council Precept – Average Band D Charge

Year	Band D charge	Tax Base	Parish Precept	increase/decrease
2018-19	65.23	1,802.30	117,564.03	
2019-20	67.47	1,829.50	123,436.37	2.24
2020-21	68.82	1,847.40	127,138.07	1.35
2021-22	69.39	1,887.20	130,952.81	0.57
2022/23	<b>73.59</b>	<b>1,897.70</b>	<b>139,651.74</b>	<b>4.20</b>



**Girton Annual Parish Meeting**  
**Wednesday 11<sup>th</sup> May 2022**  
**Environment Report**

The Environment Committee met for the first time since COVID on Wednesday 4<sup>th</sup> May. This meeting as many of the other Committee meetings this year is re-energising the work Girton Parish Council post COVID.

All Committees have begun to draft Mission Statements to set their direction, their goals, and their scope of work. The Environment Committee's draft mission statement reads as below:

To evolve a policy on the Environmental goals to minimise Girton Parish Council's environmental impact, working with the residents of Girton to make our village a safe place and a pleasure to live in. The Environment Committee will carry out our responsibilities to the best of our abilities using wherever possible local, trusted trades and to safeguard and be mindful of the cost implications of decisions made on residents' behalf; ensuring that any decisions made can always be justified.

Three initial projects owned by the Environment Committee are:

1. Tree Survey – completed in February 2022 with an approval by the Council to carry out work to make trees on Parish Council land safe.  
A Tree Survey should ideally be carried out every three years, so we have some catch-up to do on this work. We will aim to improve our ability to communicate with our residents and work more closely with them to understand their concerns.
2. Local Nature Recovery Plan – Please join the public meeting on 18<sup>th</sup> May at 7.30pm led by Cllr Lima to begin development of a plan for our villages
3. Litter Picking – We have received a good response to our request for volunteer litter pickers. We are working with South Cambridgeshire District Council to hold a Litter Picking event on 28<sup>th</sup>/29<sup>th</sup> May to clean up Girton and encourage more people to join our litter picking group ready for our Village Platinum Jubilee celebrations.

Please do let us know if you would like to get involved in any of the above initiatives. There will be the ability to co-opt Residents with passion and interest in our Environment at our AGM to be held on Tuesday, 17<sup>th</sup> May.

**Andy Griffin (Chair)**

**Marcelo Lima (Vice Chair)**

**7<sup>th</sup> May 2022**

**Girton Annual Parish Meeting**  
**Wednesday 11<sup>th</sup> May 2022**  
**Finance & Resource Chair Report**

Chair: Ann Muston

When I was co-opted onto the Parish Council in July, 2021, I have been impressed with the way that the Clerk and Assistant Clerk have worked tirelessly to present the Council's finances in a way that is clear to the Council and implementing systems that will make it easier to see immediately where we stand on payments and receipts. All this work will help the Council prepare sensible budgets for each of the areas where money needs to be spent and that a robust financial management plan is in place.

The result of the Covid pandemic has delayed many decisions as Councillors have waited on information. As a result of this, agreeing the precept was delayed. When looking at Council Tax information, it is easy to see a percentage increase as a huge amount and for many the extra may be a huge burden. However, this must be taken in context with the financial and legal obligations Parish Council has. The precept for 2021 – 2022 was £130,952.81 and for 2022- 2023 - 139,651.74 and so it is necessary to fully utilise our facilities to earn additional income which will then enable the Council to make grants to organisations in Girton and build for the future. We have a legal duty not to make sure there are no unacceptable risks with public money and to protect community assets. These assets also need maintenance and replacement. What may seem small amounts of money soon add up and eat into the finances so that projects may have to be delayed, reconsidered or funding is sought from different areas. It is advised that a Council hold 3 – 12 months expenditure as a reserve. The Council is being proactive in getting information out to residents and supporting wherever possible. The asset register is currently being updated.

In January, a workshop was held via Zoom where a mission statement was put forward and a review of the expectations was begun. In the next Council, these updated policies will be presented. It is the aim of the Council to be open and transparent. The Clerk and RFO design and implement the accounting arrangements, regular meetings are taking place to make sure we are aware of and comply with legal requirements. In addition, as much information as possible will be posted on the website and social media.

Once the new Council is in place, budgets will be requested from each of the relevant committees. The financial position of the Council is reviewed at the monthly Full Council meetings when decisions are passed. Finance and Resource Committee meetings are anticipated to be held every 8 – 12 weeks as the need arises. The committee can have members who are not Councillors, and it is hoped that villagers who would like to be involved attend the Finance and Resource Committees when these are held and/or put themselves forward to join us. Any requests for financial support should have a business plan completed so that its merit can be fully understood and debated. Minutes of meetings can be found on the Village Website.

**6 May 2022**



Girton Parish Councillor

E: [ann.muston@girton-pc.gov.uk](mailto:ann.muston@girton-pc.gov.uk)

T: 07796430345

**Girton Annual Parish Meeting**  
**Wednesday 11<sup>th</sup> May 2022**  
**Planning Committee Report**

The Planning Committee consists of all members of the Parish Council, and its purpose is to provide local input about the effects of developments as planning applications are lodged.

This has been a difficult year. Our new Clerk has had an enormous number of urgent issues to tackle. I therefore agreed that planning should not be her top priority; so, if you feel cheated that some applications were not discussed by the Parish Council the fault is mine.

The most contentious item this year, however, is the development at 2 Duck End, for which a planning application was not submitted. We support residents' objections to this; and currently a retrospective application, which the Planning Committee has opposed, is in process of assessment by SCDC.

Other items which have caused controversy are the new 5G mast at the NIAB site, and the Felix Hotel. The law places strict limits on the powers local authorities have over infrastructure projects such as 5G, so our hands are tied. South Cambs officers are still struggling with the Felix

application: the opposition has been fierce and protracted, but there appear to be few grounds in law for a refusal as it is not a listed building or in a Conservation Area. It may be that if Girton had a Neighbourhood Plan the situation might have been different, and this may be an issue the Council needs to look at again.

Girton College is planning significant development to bring the majority of its members on site. The plans had been approved several years ago; but various factors, not least covid-19, have delayed the development beyond the stipulated time-limit for the development to begin. The College has therefore re-issued its application, and a delegation from the College attended a Parish Council meeting to explain their thinking. Several points were raised by members of the public and councillors, chiefly centred on the proposed new access on to Girton Road and the changes which covid-19 has wrought in patterns of life and work. The College was very receptive, and although these will not alter the details of the outline application already submitted, we expect to work with the College on the details at the Reserved Matters stage.

**Douglas de Lacey (Chair, Planning Committee)**

**May 2022**

**Girton Annual Parish Meeting**  
**Wednesday 11<sup>th</sup> May 2022**  
**Sport & Recreation Report**

Having chaired Sport and Recreation for several years I plan to step down from this role and enable development of the role with a different councillor.

It has been a privilege to be involved but also challenging particularly through the COVID time. We have tried very hard to enable recreation to continue in the safest possible way and also to ensure that as far as reasonably possible the safety of our users has been maintained. I do feel that the cleaning of our facility, use of hand gel and distancing may need to continue for some time.

Our most exciting development has been to review booking services with our assistant clerk Angie Vidler. We now look forward to looking at an on-line booking service. If council approves this plan, it can be rolled out fairly quickly, I am told and will enhance what has already become an improved service for our village under the supervision of the assistant clerk, recruited six months ago.

I am also delighted to say that our groundsman Chris will have access to such as system as he is a key person in managing the facility.

Chris has been with us many years and is a credit to the council. He works very closely with the clerk and assistant clerk and has a wealth of contacts for administration of good grounds management. I personally am very grateful to have had his support in my role as Chair of the Sport and Recreation Committee.

Our key achievements this year have been to replace and repair play area surfaces as required, to repair the playground rocking horse, and to replace the platforms on the climbing frame at the recreation ground. We have done some repair and replacement work on the Trim Trail and the whole area is now being reviewed, for further repairs and improvement.

Our MUGA surface was replaced in 2019 and we have recently approved replacement of the goals. We are now reviewing the Integrity of the fencing around the MUGA and plan to repair or replace it.

Our major project, led by Council Chair, Haydn Williams, to review and refurbish as necessary our current Pavilion continues. He I am sure will speak of this development which is in the Value Engineering stage of Design Costing.

**Gill Cockley**  
**Sport & Recreation Chair**  
**May 2022**

## **Girton Annual Parish Meeting Wednesday 11<sup>th</sup> May 2022**

### **Corinne Garvie Girton District Councillor**

The District Councillor represents Girton's interest at the South Cambs District Council. The District Council deals with the local Plan which is about the growths in population of South Cambridgeshire, street trading, licensing, planning, building control, environmental health and waste disposal and housing for its area.

Girton, Dry Drayton and Madingley are represented by two Councillors. Corinne Garvie became a Councillor last year and was re-elected in May. Dr Richard Stobart was elected a week ago as the other Councillor.

This Corinne's report of her first year

1. Attended presentations on Eddington and Darwin Green new plans and asked questions, mine and those of residents and communicated the answers to the individuals concerned.
2. As District Councillor I represent the Council on the Adults and Health scrutiny meetings, for example on integrated care. For the All-Autism Strategy I presented a report I had requested from the Gretton School.
3. I enabled the re-wilding group by proposing the person who could take it further to become the organiser. I introduced him to Pippa Heylings who is the Net Zero and Green leader on the council and Prospective Parliamentary Candidate lead on the Council. She was able to recommend people he needed to contact.
4. I visited some businesses to encourage them to view the Business Support site on the South Cambs website and to sign up for the Open for Business newsletter to hear about how they can grow their businesses. This is on-going.
5. I help with planning issues when there is a delay in planning consent and when disputed plans needed to go to the Planning Committee.
6. I have reported local flooding issues, blocked drains and many potholes and tree issues in Girton to the County Council Highways reporting site. The potholes have not been repaired as yet but are on the list.
7. I have a good, therefore productive, working relationship with the County Councillor.
8. I set up a reporting system in all villages where I can disseminate more urgent information, for example in Girton I send information to the Parish Clerk who puts in on the Girton Community Facebook page
9. I attended all South Cambs Council Meetings.
10. I have, during my first year, developed networks with Council Officials and my fellow Councillors to help me to work more effectively.
11. I have over the year been meeting residents to find out if they had any concerns with which I can help.
12. I worked with the County Council on the Oakington Road bridge project. Though it has mostly been her work.
13. I spoke to the manager of the Golf Course about informing members not to speed in the 20mph zone, after complaints from residents.
14. I enlarge the 20mph zones to make villages safer for cyclists and pedestrians. I am working with the Parish Council and the County Councillor to achieve this. I am also looking at how to provide support for families who take in Ukrainian refugees.

**Cllr Garvie  
May 2022**

# Girton Town Charity

## Trustee Report for the year 1st July 2020 – 30th June 2021

### Prepared For Girton Annual Parish Meeting 11<sup>th</sup> May 2022

#### Key Points

- Appointees moved into Suffolk Terrace, three new Almshouse cottages on the High Street 1<sup>st</sup> April 2021
- Barnes Construction started on site at Dovehouse Court, High Street to build 15 Passivhaus Almshouse apartments for over 55's on 23<sup>rd</sup> August 2021

#### Introduction

The current Girton Town Charity (GTC) is a Company Limited by Guarantee incorporated on 28th May 2009 and registered as a charity on 22nd June 2009. It was amalgamated with the former Town Charity (Charity No. 203217) on 24th June 2009. The Trustees filed their Statutory Annual Report and Accounts for the period 1st July 2020 to 30th June 2021 with the Charity Commission on 14th April 2022; these can be obtained by using 'search' for charity number 1130272 at [www.gov.uk/government/organisations/charity-commission](http://www.gov.uk/government/organisations/charity-commission)

Financial data in this report is taken from the Audited Accounts for the year ending 30th June 2021, except where otherwise stated. Information about the size of grants made is taken from Minutes of Trustees' Meetings.

#### Trustees

There are normally seven Trustees who serve five-year terms. Five are currently appointed by Girton Parish Council (GPC) and two by the Board of Trustees. We are delighted that Dan Buck joined us in December 2020 and Andrew Muston in July 2021. Both are GTC appointments.

The selection process for PC appointments, agreed between the Trustees and Girton Parish Council, follows guidelines made by the Charity Commission. Vacancies for Trustees are advertised in the *Girton Parish News* and on Village notice boards when they occur. We are currently looking for at least one new Trustee and we always welcome expressions of interest from residents of the Village.

The Trustees in office in April 2022 were:

Mr Marc Bermann *Finance Lead*

Mrs Ann Bonnett *Chair*

Mr Dan Buck

Mr Colin Carr

Dr Robin Hiley

Mr Andrew Muston

Ms Patsy Smith

All Trustees sign a declaration of acceptance of office and of eligibility on first appointment and submit a Declaration of Interests that is amended as necessary during the year. The minutes of each meeting record any Conflicts of Interest declared by the Trustees with regard to the business being considered.

#### INTERNAL ACTIVITIES

##### Trustees' Meetings

The Trustees met (virtually) ten times between 1<sup>st</sup> July 2020 and 30th April 2021 to consider the regular business of the Charity in addition to participating in an Extraordinary Meeting and two Strategy Meetings. The Annual Strategy Day held prior to COVID-19 was replaced by a series of virtual meetings to review specific areas of interest, in particular Dovehouse Court

construction, appointment strategy and policy for the Weekly Maintenance Contribution (WMC). The Strategy Meeting also considered distribution of Trustee responsibilities. The Risk Register is reviewed regularly at Trustee meetings.

### **Financial Management and Investments**

Our investment policy is intended to deliver an income with a constant purchasing power and our Investment Managers have been instructed to manage the endowment so that its value keeps pace with inflation over the long-term. Two investment companies, Cazenove and Quilter Cheviot manage the Charity's funds on a discretionary basis. Trustees agreed to appoint CCLA to manage a cyclical fund to cover future maintenance of all Almshouses. The Trustees receive the managers' Quarterly Reports at their regular meetings, and our Investment Committee separately reviews the overall strategy and the managers performance and makes recommendations to the Trustee Board.

The Charity's main source of income remains that arising from investments, which amounted to £640,000 (2020: £888,000). In addition, there was £110,000 (2020: £100,000) of income arising from the provision of almshouses, and £14,000 (2020: £22,000) of income from the Community Centre. The Charity itself also received a Gift Aid payment of £56,059 (2020: £76,290) from its wholly owned subsidiary GTC Developments Ltd during the year this figure mostly represents reclaimed VAT from the new building works.

The Charity also received £12,000 from SCDC in support for the closure of the Community Centre during the Government-imposed lockdown as well as £17,000 from an insurance claim for the damage done to the Sculptural Railings as a result of a car driving into them.

Charitable expenditure was £505,000 (2020: £800,000). The amount continues to reflect the multi-year commitments made during the year and the year past as well as revisions made to these commitments. Investment Management Fees were £117,000 (2020: £144,000). The net income before investment gains or losses for the year was £157,000 (2020: £76,000).

The end-of-year revaluation of the Charity's investment assets produced a net gain of £3,960,000 (2020: loss £1,198,000) which reflects the recovery in the value of financial assets following the onset of the Covid pandemic. Total funds at the end of the year were £39,919,000 (2020: £35,802,000) of which unrestricted funds were £2,517,000 (2020: £2,059,000).

*At the end of the financial year, Girton Town Charity had readily available cash or cash equivalents of £1.6m (2020: £1.3m) which is sufficient to meet its current objectives.*

### **Charity Office and Administration**

Following the demolition of 22 High Street, the GTC office moved temporarily to the Parish Office at 42 Church Lane and it remained operational throughout lockdown thanks to the dedication and efficiency of our Administrators, Mrs Rachel Allchorne and Mrs Gilly O'Brien. Both are key members of the GTC team and provide full-time support to Trustees, professional partners, and beneficiaries of the Charity. The Office has daily core opening hours of 10.00-14.00 and can be contacted by email ([gtc@girtontowncharity.co.uk](mailto:gtc@girtontowncharity.co.uk)) or telephone (01223 276008).

### **COVID-19**

The onset of the Coronavirus pandemic in March 2020 had a significant impact on GTC's achievements and performance. Trustees reviewed the Charity's activities at the outset of the pandemic, and it seemed likely that the Charity's income would decrease. Trustees agreed a reduced budget for grant giving in 2020/21. It was also clear that there would be a significant reduction in bookings (and therefore associated income) at the William Collyn Community Centre and requests for support from organisations such as CAB and Relate would decrease markedly when these organisations curtailed face-to-face meetings. The property development activities were protected, in part because all the funds needed for the building programme had been placed on short-term bank deposits as far back as December 2019. Overall, however, financial investments performed well over the Charity's financial year 2020/21.

## **ALMSHOUSES**

The Charity's prime purpose is to provide almshouses in the Village with an emphasis on housing the elderly. The Charity currently has 13 homes within Girton, occupied by residents over 55 and families from the community. Over 55's and anyone with a registered disability are appointed as permanent residents; families are appointed for three years.

There are seven homes at Centenary Court in Wellbrook Way, three at Suffolk Terrace, High Street and one house each in Girton Road, St Vincent's Close and Fairway. All are managed on the Charity's behalf by the CHS Group, based in Histon. The Management Charge in 2021 was £18,000 (2020: £17,000). We continue to be grateful to CHS for providing valuable advice when we are considering applications for almshouse vacancies and in providing information to GTC and to its almshouse residents, as well as a maintenance service.

In the last year, two vacancies arose at Centenary Court, and they were promptly filled from the applications received after they were advertised in the *Girton Parish News* and on Village notice boards.

As vacancies occur infrequently, we do not keep a waiting list, though we do receive regular enquiries. Applications are only accepted from those who wish to live in the homes and not from their relatives.

Repairs and maintenance of the almshouses in 2021 cost £12,000 (2020: £17,000).

### **Suffolk Terrace**

Three new family homes at Suffolk Terrace on the High Street were completed and ready for occupation in April 2021. Work on the site started in February 2020 and only six weeks of the construction programme were lost as a result of the COVID-19 lockdown. Following a review of applications with the Lead Housing Officer from CHS Group, a shortlist was drawn up and interviews held. The successful applicants moved into their homes at Suffolk Terrace on three-year appointments at the beginning of April 2021. The final cost of construction was £646,000 which was financed from cash reserves.

### **Dovehouse Court**

The major project to redevelop the central almshouse site on High Street, has continued through the year. The new Dovehouse Court development will provide 15 comfortable and attractive homes for people over the age of 55 who are residents in, or who have a strong connection with Girton as well as a new office for GTC. A favourable decision was delivered at a South Cambridgeshire District Planning Committee Virtual Meeting in June 2020 for a mix of bungalows and apartments built to Passivhaus standards. Following a rigorous tender process conducted by GTC Project Managers, Northmores, Barnes Construction was appointed as contractor in March 2021. A fixed term contract of 63 weeks was agreed at a fixed cost of £4.6m. Enablement works were carried out during 2021 with Barnes Construction starting on site on 23 August 2021.

The Trustees agreed to apply for a grant towards the building of these homes from Cambridgeshire and Peterborough Combined Authority. An application was submitted in May 2021 and a grant of £675,000 approved by the Authority in January 2022.

### **The William Collyn Community Centre, Wellbrook Way**

The William Collyn Community Centre opened in April 2019. In order to establish it on a firm footing, the Charity appointed Cambridgeshire ACRE, a charity specialising in the support of community facilities, to provide management for an initial period from January 2019 to March 2021. The aim was for Girton Town Charity to take over full management during 2020-21 and to use membership of Cambridgeshire ACRE to give support to ensure continuation of good practice. The TUPE process commenced in July 2020 with a view to a transfer date of 1<sup>st</sup> October 2021. Following COVID-19 Lockdown in December 2020, the Centre was again closed, and staff put on flexible furlough until May 2021.

GTC had budgeted an income of £30,000 for the Centre. However, closure of the Centre in March 2020 meant that no user income was taken for the last three months of the financial year and up to September 2020 resulting in a lower-than-anticipated £14,000 of realised income. The shortfall was partially compensated by a grant of £12,000 received from SCDC and also through Business Rates Relief for the period during which the Centre was closed. Total costs, including allocated support costs but excluding depreciation, for running the Centre were £96,000.

### **Community Gardens**

The Sensory Garden at the entrance to Wellbrook Way continues to be much appreciated by the many who visit or just pass it on their way through the Village. The family of a village resident asked to plant an ornamental tree in the garden in his memory as he had spent happy times in the garden. The Trustees have renewed the maintenance contract with the originator, as this seemed the best way to ensure that it continued to be kept in prime condition. The cost last year was £8,500



GTC re-acquired an area of communal land between the Play Area and Bowls Green Car Park from Girton Parish Council. This has been designated the William Collyn Community Garden to be used for the benefit of local residents. The Charity has appointed Majestic Garden Services to regularly maintain this area along with garden areas around the Bowls Green Car Park, William Collyn Community Centre, and Centenary Court communal areas at a cost of £2,750 pa. Majestic has rejuvenated and replanted the garden areas at a cost of £5,000 and two village residents have donated fruit trees. Angus O'Brien provides ad hoc garden services for the Almshouses.

#### **GRANT MAKING ACTIVITIES OF GIRTON TOWN CHARITY**

After maintaining its almshouses, GTC can use any income remaining to make grants, firstly for "relief in need" and, secondly, "for any charitable purpose for the general benefit of the inhabitants of the Parish of Girton". Grants awarded and Schemes running in the year are summarised below. Applicants will generally be expected to meet part of the costs from their own resources.

The following is a summary of the types and purpose of the grants and commitments made during the period.

*Education and youth work: -£26,000 (2020: £137,000)*

We regard the provision of prompt assistance and an enriched school environment to be essential for the wellbeing and educational progress of the young people of the Village. Grants for enrichment support had been awarded to Girton Glebe Primary School although much of this activity did not take place due to the pandemic. Following the School's conversion to Academy status in a multi-academy trust, the Trustees reviewed their policies and agreed to cease funding direct educational support. Family and child support continued to be funded and delivered by Relate Cambridgeshire for families-in-need identified by the school. It was agreed that Activity Clubs would continue to be supported although they did not run due to the Pandemic, nor did Residential Visits which resulted in no requests for support for families with children on Free School Meals.

As a result, the total of new educational grants made to institutions shows a net reduction to the commitments made by the Charity at the start of the Financial Year.

Our Educational Grant Scheme provides assistance in buying books and equipment for recent school leavers who have moved on to further and higher education. We also meet other educational needs on an individual grant basis. During the period, individual awards totalling £7,400 (2020: £11,000) were made to 33 recipients (2020: 45).

The Girton Youth Project run by the YMCA and financed by GTC started in 2005. During the past year, the number of young people attending the sessions on Monday and Thursday evenings had declined from up to 40 per week to fewer than 10. Following regular reviews with the YMCA Youth Leader and Management, the Trustees decided to reconsider the grant in April 2020. However, the onset of Covid-19 resulted in the closure of the Club and with no prospect of it continuing in its current form, notice was issued at the end of August 2020 for the agreement to cease on 30 November 2020.

During 2021 the Trustees investigated options to offer a Youth Group from a new provider and in December 2021, were pleased to award the Connections Bus Project a grant to commence a weekly youth group as soon as recruitment of the necessary staff and the pandemic allowed.

*Welfare and Personal Development of People in Financial Need: £9,000 (2020: £11,000)*

Grants were made to 15 people during the year (2020: 22), ranging from helping with costs such as essential household goods, support for special needs, enhancement of mobility and contributions towards the costs of coping with medical conditions. Three grants were made to individuals to enable them to access specialised education or training.

*Medical: £44,000 (2020: £109,000)*

GTC aims to increase well-being in the Village by supporting a wide range of specialist providers to enable them to give support

and advice to Girton residents. Three-year commitments made to the Arthur Rank Hospice, East Anglia's Children's Hospices, and Headway, a brain injuries charity, came to an end in 2019-20 after payments of £48,500. After review of the effectiveness of the support given, new commitments were made during the year, and these will total £15,000 per annum in the next financial year (Note: this is the revised sum after the Covid-19 review detailed review on Page 3). Macmillan Cancer Support received £15,000 this year and payments of £7,500 will be made for a further two years. The size of any commitment is always directly related to the deemed impact the external charity has on the residents of the Village.

The Charity's Care Plus Scheme continues to meet a significant demand for assistance and payments of £45,600 (2020: £52,300) were made to providers during the year. 38 residents (2020: 36) benefited from the help provided. The objective of the scheme is to assist Girton residents to live independently by providing additional short-term care over and above any statutory care to which they are entitled. It was always anticipated that there would be a strong demand as the authorities reduced the adult care provision, which in turn increased the need for respite care and placed additional demands on private sector providers.

The Charity supports a hospital transport scheme which provides a subsidised taxi service to help patients get to hospitals on the Cambridge Biomedical Campus, Brookfields Hospital in Mill Road, and the ARU University Eye Clinic. This continues to be a greatly appreciated programme and currently has 230 members (2020: 206). Grants also continue to be made where more specialist transport is required and five grants of this nature were made in the year.

14 Individual grants totalling £6,000 (2020: 15 totalling £2,000) were made during the year to help individuals meet needs arising from a range of requests.

*Community Support in the Village: £118,000 (2020: £137,000)*

The Charity funds the Village's Community Warden Scheme provided by Age UK. The Warden continues to help and give reassurance to around 20 villagers who subscribe to the Scheme. Grants of £11,700 were made during the year to support this initiative. Age UK also provide an Older Residents' Co-ordinator who is funded by Girton Town Charity by a grant of £9,300. Cam Sight will also receive £2,000 per year for three years.

The Charity also made a three-year grant of £8,400 per annum to Relate which provides a counselling service in the Village though this has been in abeyance during the pandemic because of the restricted availability of counsellors and removal of face-to-face support at the William Collyn Community Centre.

Most of the payments last year were made to the Cambridge CAB which provided help to Village residents on many issues, particularly those relating to personal finances, employment, and housing. These sessions have also been suspended during the restrictions due to Covid-19 and are under regular review by GTC and CAB.

The expenditure under this heading also represents completion of projects, such as the work around the Sculptural Railings and maintenance of the Sensory Garden. No new projects have been financed this year and none are planned for the immediate future.

### **Performance monitoring and review**

Grant payments are only made against actual expenditure incurred. For projects that extend beyond one-year, regular detailed reports are required, and further funding only approved where the grant conditions have been met. The Charity seeks to achieve a consistency in its grant making methodology and looks for measurable outcomes in order to assess value for money more objectively.

## **MAKING APPLICATIONS: ORGANISATIONS AND INDIVIDUALS**

The Trustees provide guidelines to help with preparation of applications either from individual Girton residents and families or from organisations providing for inhabitants of the Village. These outline the procedures followed by the Trustees when considering requests. There are also simple forms that may be used to apply for grants, though applications can also be made by letter or email. However, use of a form helps ensure that we have all the information we need to make a decision. Administrators in the Charity Office, will be happy to supply copies of the forms or the guidance sheets on request. Any Trustee can be consulted in confidence before an application is made.

An application will usually be considered at our next meeting after it is received, providing it arrives at least one week before the meeting. If we decide more information is needed before a final decision is made, we may ask for details to be supplied in writing or ask for supporting information from an appropriate adviser or professional.

The information collected from individuals is used solely for the purposes of considering a grant application and for the subsequent administration of any award. It is not transferred out of the Charity without the specific consent of the applicant. The Charity's Minutes contain the applicant's name, the purpose of the request, the decision, and the reason for that decision. The Minutes are only used within the Charity.

## ***500 YEARS OF THE GIRTON CHARITIES***

2021 marked the 500<sup>th</sup> anniversary of the Girton Town Charities established in the time of King Henry VIII by the generosity and social concern of William Collyn and they have evolved into the present Girton Town Charity.

The Trustees had hoped to mark this milestone with a series of Village celebratory events to ensure a high degree of recognition of the Charity and its ability to relieve need in Girton. COVID restrictions prevented any significant gatherings and celebrations to mark this milestone and Trustees will review when restrictions permit.

We expect other Trustees to step down shortly, and so we would welcome expressions of interest in becoming a Trustee from residents. We would be very pleased to hear from people with HR, accountancy, legal or property management experience which they could bring to the board. The main qualification is, however, enthusiasm for the work of GTC and the time to give to the duties of a Trustee and I am grateful for the support of the current Trustee body and their dedication to the positive impact GTC has for residents of Girton.

I must also express my thanks to our Administrators, Mrs Rachel Allchorne and Mrs Gilly O'Brien, who support Trustees in all aspects of their work and, despite being unable to receive visitors to the office during the pandemic, offer telephone and email advice with warmth and a generosity of spirit that is much appreciated by residents. In turn Rachel, Gilly and Trustees very much appreciate the messages of grateful thanks received from residents for the grants, awards and advice received.

Our most important challenge over the next year is to work with our Project Manager's, Northmores, and with Barnes Construction to complete on time the Dovehouse Court development. Trustees hope to be welcoming Michael's Close residents (who have been rehomed at Gretton Court for the duration of the demolition and build) back into their energy-efficient new homes by Christmas 2022 with a phased appointment of further residents during 2023. Once this is achieved GTC Almshouses will total 28 in Girton.

Ann Bonnett

Chair of Trustees

Girton Town Charity

# 2021-22 Footpath report

Daniel Carney, Girton Parish Council Footpath Officer

This report covers the small collection of Rights of Way in the parish – footpaths and bridleways.

Over the past 12 months some improvements have been made to the village's Rights of Way, but there are still issues needing resolution. The path joining the end of Weavers Field to the A14 footbridge is now of a good quality, but has been finished in an odd way (with two endings), and the path on the other side of that bridge was repaired in a very haphazard way.



This path (from the footbridge to Huntingdon Road) is now a poor neighbour to the resurfaced path and the local access road bridleway. We have been fortunate that it has not flooded in the past 12 months, but this is likely to happen again without action. Improving this path would be desirable, but it is reliant on the County Council reaching an agreement with the adjoining landowner. The bottom of Washpit Lane, joining to the new local access road, is now in the process of officially being converted to a bridleway.

As a consequence of the A14 works, there have been a number of changes to the paths and bridleways between Girton and Madingley. Some have been rerouted and one has now disappeared, but the official map is yet to be updated. Cambs CC are awaiting Highways England to amend this officially. In addition, one path has been ploughed up and allowed to grow over. The path is still accessible, but we must be careful not to allow the right of access to be prevented.





The path from Thornton Close to Whitehouse Lane has been improved by the removal of a post in the middle of the path, but it will not be until August for this to be further improved by the Darwin Green developers completing the work so that the streetlights can be turned on.

The small path from Church Lane to High Street could also benefit from some surfacing work and, in my opinion, the removal of an unnecessary barrier at the High Street end.



To find out all the Rights of Way in Girton and the rest of the county I encourage all interested to look at Cambridgeshire County Council's definitive map, which is found on their website at: <https://maps.cambridgeshire.gov.uk/>

**Girton Annual Parish Meeting**  
**Wednesday 11<sup>th</sup> May 2022**  
**Lexi's Café Information**

**Who are we?**

"We" are Cakes by Lexi. Lexi has been running the pop up café in the Cotton Hall since January this year and has been overwhelmed by the support and encouragement she has received from people.

So many have commented that this is exactly what the village needs and many have expressed their gratitude to us for providing it.

Of course, as in many businesses, Lexi is backed by "The Parents". I am standing up here tonight as Lexi is on holiday...we get the best jobs!

We have received such encouraging and positive feedback since opening up the café in the Cotton Hall that we would like to continue as the village café. We believe we have made a positive start and want to become a permanent part of the village community. We are limited in what we can provide at the moment due to space restrictions but we are taking on board people's requests and suggestions and will be extending our range to include more savoury items such as soups, jacket potatoes and much more.

The footfall increases weekly and there are still people coming in for the first time. We have built up a regular customer base as well as welcoming lots of new people, from the village and from further afield.

We greatly appreciate the option to hire Cotton Hall, but for a permanent arrangement there are a few obstacles. For instance, we would need a larger kitchen and be able to leave tables & chairs set out. This may not be practical, and we understand completely, as other users regularly hire the hall in the evenings and at other times, after all it is a hall for everyone to use.

**What is a Village / Community Café?**

We like to think of it as a place everyone can go to, with family, friends or alone and feel the warm welcome as you go through the door.

A place where you can eat or drink, or both, for a reasonable price and know that there is something for everybody.

A place where people can share in events such as "guest crafters days", book clubs, knitting groups or organise business meetings, birthdays and celebrations.

Over the last few months we have had customers say that the café is the only place they get to meet and talk to people. Some people just come on their own and always end up chatting to someone.

We don't want people in our village to feel lonely.

**What have we done so far?**

We have been very proactive in making the café inclusive for all. Lexi has encouraged the local schools to attend to help with social skills. She has discussed with The Gretton School quieter times to come into the café, making it a less stressful environment for students to enable them to enjoy the experience in a village social meeting place.

We provide a range of food and drinks for people with dietary requirements and are regularly trying new recipes.

We would also like to work with the Community wardens and various other groups in the village to provide somewhere that people can join together.

We would like to be a part of a "pay it forward scheme". Although Girton is considered an affluent village, there are many families that are struggling. We do not want families in our village to be hungry, or feel they cannot ask for

help, and it will be difficult to encourage people to take part in such a scheme but maybe with some teamwork and communication we can start to build a place for those struggling to come to. It is not just about food, it's about companionship, feeling a part of the community, being able to join in, feeling welcomed.

### **Why are we here?**

We would like to ask the Parish Council formerly if we could work together on a project to provide our community with a permanent village café and meeting place.

Girton is an ever growing village with lots of new families moving in but there is very little to offer socially. The pavilion could, and should be the hub of the village.

We, as a village could offer far more than a café. There are community centres in surrounding villages that house local crafters, libraries, visiting speakers and so much more.

The pavilion, as it stands is not utilised much at all during the week.

We would like to propose we rent / lease a permanent space for our café Tuesday to Saturdays.

This would obviously involve some adjustments, such as a larger, workable kitchen, fit to run a business from. We would like to discuss contributing towards providing the kitchen equipment.

We would like a permanent space to set up the café, whether this be a small extension to the existing building or a separate space, there are many options.

The rent we would pay for the use of part of the building would cover, over time, the increased expenses a change of plans would incur. We are approaching you now, before the plans are finalised to hopefully have a chance of working on this project with you. We are willing to contribute towards the cost of the project and would be very happy to discuss this.

We could also approach The Girton Town Charity as it is very much a community project for the people of Girton and they may want to contribute, as this is not solely about a profit making business but opening up a centre that is available to all of Girton.

We feel it would show the Council (and possibly other organisations) in a very good light for wanting to work together with a young villager in her aims to grow her business and provide something for her own community at the same time.

The recreation ground also provides a perfect place for the children but there is very little shelter. It would be great to have a covered area for folks to sit, maybe a few tables and chairs put out during opening times, this could be anything from a roll down awning to a wooden pergola

Having the building in use would also provide access to toilets during the hours that we are open, another subject that is high on the agenda.

We realise that there is a toilet at the church, provide by GTC for anyone to use, but this is only open for as long as the church is, so providing extra access to facilities will hopefully encourage more people to use the recreation ground.

Ideas around a Community fridge have been batted about and we would be more than happy to help support this wonderful idea.

We would not, in any way, like to take anything away from the regular users, such as the football teams. We are very aware that they raise much needed funds from their tuck shop and nothing we would do would clash with that, however, by providing a place for parents to meet and have a drink and some cake it may encourage more to stay and support their children's teams.

We would also be happy to provide the hot drinks and make a yearly donation or discuss sponsorship to the teams to help towards their funds.

We would also be willing to cater for any meetings the council or other parties may have at the building.

Obviously, this will all involve much discussion and we are very happy to meet and discuss things in more detail.



## **QUESTIONS/COMMENTS FROM ATTENDEES**

- 1. Can Electric Charging points be positioned in the village?**
- 2. A lot of money and effort is suggested to spend to support horses, is this worthwhile?**
- 3. Will it be possible to implement 20mph throughout Girton?**
- 4. What can be done to resolve the parking and traffic in Thornton Road area?**
- 5. Traffic and Parking at the Language School still needs to be resolved.**
- 6. Is there any plans to resolve the Anti-Social parking in Girton by Girton Glebe playground?**
- 7. Does Girton Town Charity make any provision for children who do not attend Girton Glebe School?**
- 8. What is being done to support residents who are struggling with the current economic climate?**
- 9. How well is the process going to house Ukrainian Refugees? There seems to be a delay in housing them.**
- 10. Could Girton house a Community Fridge?**
- 11. Could the Pavilion be made a centre/a community hub in Girton which is a growing village?**
- 12. A lot of positive comments have been received by Lexi's Café e.g. the café brought a lot of people together. One customer spoke of how attending the café had meant she was not on her own all week.**

**Michael Bigg (Girton Rector) Thanked all of Girton Parish Council for the time and energy they put into the Parish Council. Also for the increased communication with the village.**