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

NOTICE of MEETING: GIRTON PARISH COUNCIL
MEETING Extra Ordinary Meeting
DATE & TIME: Wednesday 10th May 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 (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
3rd May 2023

AGENDA

Agenda Item	Item Description	Action/Power
23FC/014	Welcome from the Chair	
23FC/015	To Receive Apologies and Reasons for Absence	
23FC/016	To Receive Members' Declarations of Interest and Dispensations	
23FC/017	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
23FC/018	To Approve Minutes of Girton Parish Council Full Council Meetings: 12 th April 2023	For Decision
23FC/19	Council to approve co-option of new Councillor/s	For Decision
23FC/020	Business items requiring a decision, or consideration by the Council	For Decision
23FC/020.1	Council to approve formation of Task & Finish Group to progress the Feasibility Study for facilities at Wellbrook Way.	For Decision
23FC/020.2	Council to note amount to be spent on Cricket Pitch inspection by English Cricket Board. The cost for a full inspection and report will be £275 + VAT, plus travel. This includes the inspection, soil samples (but not soil testing) and written report with performance grading of the square. Inspection carried out 2 nd May 2023.	To Note

Agenda Item	Item Description	Action/ Power
23FC/020.3	Council to note Annual Insurance from Zurich Municipal for 2023/2024 to begin on 1 st May 2023	For Decision
23FC/020.4	Council to approve LNRP Budget for 2022/2023	For Decision
23FC/020.5	Council to approve Operational Budget 2023/2024 to include £10K of Contingency as per precept request to be actioned by Staff teams and amounts spent noted by Council in each monthly meeting	For Decision
23FC/020.6	Council to approve recommendation to install safety features for Girton Recreation Ground Car Park	For Decision
23FC/020.7	Council to approve recommended quote for Fire Assessment for Girton Pavilion	For Decision
23FC/020.8	Council to approve following policies: <ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Scheme of Delegation 	For Decision
23FC/020.9	Council to approve Village Planter scheme recommendation from GPC Finance Committee for 2023/2024	For Decision
23FC/020.10	Council to approve Community fund-raising for phone box on Girton Corner	For Decision
23FC/020.11	Council to approve 'No Mow May' for specified green areas in Girton.	For Decision
23FC/020.12	Council to note date of 24 th May 2023 for GPC Annual General Meeting	For Decision
23FC/020.13	Council to consider Reports and content for Annual Parish Meeting to be held at William Collyn Community Centre on 17 th May 2023	For Discussion
23FC/020.13	Public Bodies (Admission to Meetings) Act 1960 Exclusion of the Press and Public – to resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.	For Decision
23FC/020.14	Committee to note pay rise for Staff team as recommended by Finance Committee	For Decision
23FC/020.15	Public Bodies (Admission to Meetings) Act 1960 Re-admittance of the Press and Public – to resolve that the confidential business having been concluded, the Press and the Public be re-admitted to the Meeting.	For Decision
23FC/021	To Approve Finance and Resource Management (Supporting papers to follow)	For Decision
23FC/021.1	To note payment of accounts under delegated approval	To Note
23FC/021.2	To Approve payment of outstanding accounts due	For Decision
23FC/021.3	To Receive a report from Assistant Clerk on Amounts paid in	To Note
23FC/022	To Receive Correspondence addressed to the Council	To Note
23FC/023	To Approve Communication of items from this Agenda <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>	For Decision
23FC/024	Date of next meeting(s): TBC	

Guidance For Visitors to Girton Parish Council

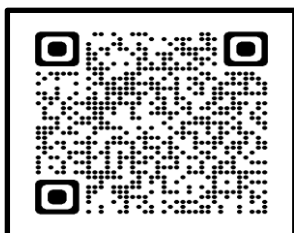
The Pavilion, Recreation Ground, Cambridge Road, Girton, Cambridge CB3 0FH.

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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.

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

MINUTES

Agenda Item	Item Description	Action/ Power
<p>Members: Cllr Carney (Chair), Cllr Muston (Vice-Chair) Cllr Betts, Cllr Hayat, Cllr Linton, Cllr Marshall. Present: Yvonne Murray (Girton Parish Clerk), Angie Vidler (GPC Assistant Clerk) Members of the Public: Seven (including Cllr Murphy, Cllr Garvie, Cllr Stobart)</p>		
23FC/001	Welcome from the Chair	
23FC/002	<p>To Receive Apologies and Reasons for Absence Cllr Blom, Cllr Clare, Cllr Giles, Cllr Williams, Cllr Wright Holiday, Business and Sickness.</p>	Approved
23FC/003	<p>To Receive Members’ Declarations of Interest and Dispensations Cllr Muston</p>	
23FC/004	Public Participation - No members of the Public wished to speak.	
23FC/005	To Receive Reports <i>(for information only)</i>	<i>10 Mins</i>
23FC/005.1	<p>County Councillor</p> <p>Additions since submission of Cllr Murphy’s report:</p> <ol style="list-style-type: none"> CCC are looking at the task of defining and implementing flood mitigation. This relates to the activity of the Environment Agency in relation to Flooding risk particularly around Oakington Bridge. At this stage CCC are drawing up a long list of options and this will be followed by consultation. Cllr Murphy stressed proper consultation would take place at a very early stage with Girton residents who have specific knowledge of the issues. CCC will ask for GPC’s help. Options will then be narrowed down to identify final solution. Cllr Murphy was encouraged by this initiative. It appeared to be a proactive approach and she has asked for GPC to be directly consulted. <p>Cllr Carney asked if the scope was to look further than the bridge over Oakington Road? Would the initiative include the bridge in Dodford Lane and Washpit Lane? Cllr Murphy said there was a whole range of options being considered, a more holistic view to fix the issues was being taken. Anglian Water are also to be involved.</p> <ol style="list-style-type: none"> Local Highways Initiative (LHI) - Cllr Murphy noted that this was to be discussed later in the agenda. She stated that there appears to be an error/mistake on behalf of CCC. The change in advice on pricing had come as a surprise to Cllr Murphy. There may be a mistake in that CCC believed our application to be a single village application not a joint (two village) application with Oakington/Westwick each of 	

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	<p>which would be funded by CCC. 2 x £25K should therefore be the grant from CCC. Cllr Murphy will update GPC as soon as she has further information.</p> <p>Cllr Murphy is looking forward to the discussion on the 20mph application by Girton Parish Council.</p> <p>Cllr Carney asked about potholes and pathway surfaces. He had felt that the impression given by Cllr Murphy previously was that some required work for the footways of Girton was on the list for CCC. Cllr Carney asked Cllr Murphy whether she knew if this work fits in with the current operations of Highway? Cllr Murphy had been told by CCC Highways that the pavement on Cambridge Road had been put forward for improvement. However, it was not yet in the budget. Cllr Murphy had followed up with the Local Highways Officer (LHO), who felt it may be a mistake that it is not included in the budget.</p> <p>Cllr Murphy stated there was a CCC Crisis Management Plan being developed. She has not had an update and is waiting for confirmation from CCC Highways Chair. There is intense work going on in Highways and GPC should see a change in service as a result.</p> <p>There were also expected to be important improvements in Asset Management and teamwork to procure work more efficiently and appropriately.</p> <p>Cllr Hayat had spoken with a few residents about their concerns around Highways. He had heard that the Government is releasing some money to try and fix the pothole problem. He felt the problem was that the intended work is only ticking boxes and problems will remain due to knee jerk work to be done. Poor workmanship and incorrect materials have been cited as a reason for potholes recurring.</p> <p>Cllr Murphy felt that the data currently held by CCC Highways (without a proper system) is rubbish. Apparently 2% of potholes filled are due to poor workmanship. Cllr Hayat felt the question of whether Highways had the right target was important e.g., the target for trees was to get trees planted not to also ensure they survived. Cllr Murphy appreciated the questions raised and thanked Cllr Hayat.</p>	
23FC/005.2	<p>District Councillors</p> <p>Cllr Stobart noted additions to District Councillors report:</p> <ol style="list-style-type: none"> 1. Planning - Cllr Stobart has raised the question of GPC Planning Training with the Head of Planning and she is pursuing. GPC will have the opportunity to highlight the most appropriate training required. 2. Cllr Stobart confirmed he was reviewing the change of use of Manor Farm, Jack's Gelato, with the Planning Officer. He asked if there was anything that GPC wished to raise with regard to that application? Cllr Carney confirmed that GPC had approved the application. There was a couple of issues that GPC had considered: <ul style="list-style-type: none"> • Flooding • Impact of Solar Farm on view <p>GPC had been unable to find anything to support that there were any issues with the above. Comments from GPC are on the planning portal.</p> 	

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	<p>Cllr Carney noted that the application was further discussed in a subsequent meeting. Cllr Carney to send minutes to Cllr Stobart.</p> <p>3. Eddington - Cllr Stobart highlighted:</p> <ul style="list-style-type: none"> • District Heating Scheme • Water Management scheme <p>He may be able to propose a site visit for GPC. This visit may also be helpful for collecting information for the Neighbourhood Plan.</p> <p>4. Girton Ridgeway Status - Cllr Stobart noted the importance of the Ridgeway to Girton College and a few other people. He noted the proposed closure which first came to his attention due to the poor lighting. What is the view of GPC? Should Ridgeway be kept open in some shape or form? Cllr Carney noted this had come up in Planning and there were plans to close Ridgeway temporarily but maybe that status has changed. Cllr Stobart to check. Cllr Carney noted his resistance to Ridgeway closing for any length of time.</p> <p>Cllr Carney asked about the 'Make things right campaign, from Levelling up department. Is there likely to be some kind of equivalent from Private Tenants who may have concerns about the status of their dwellings? Cllr Garvie to try and find out.</p> <p>Cllr Hayat had been talking to people about Energy Savings. He noted his discussion with Cambridge Carbon Footprint to measure energy initiatives. Cllr Stobart to try and obtain infra-red camera for use by Girton to identify weakness in insulated houses.</p> <p>Cllr Linton raised the question about the current absence of Electric Scooters and E-Bikes. Cllr Linton had called the company to ask about the status. Cllr Garvie stated that what had happened was when the contract was originally discussed Girton and Histon were omitted. Girton and Histon had asked for them to be put back on. Cllr Carney noted that the trial is with Cambridge City Council and when it was set up, CCC got the boundaries wrong.</p>	
23FC/005.3	<p>Girton Town Charity (Verbal Report)</p> <p>Ann Bonnett confirmed Dovehouse Court was handed over to GTC on 20th March. The first set of residents have moved in. GTC are now interviewing next set of residents.</p> <p>GTC now have a maintenance person on their team as they are now looking after own maintenance.</p> <p>Ann stated in answer to a question from Cllr Hayat there are 15 units at Dovehouse Court with 14 parking spaces for residents.</p> <p>Residents are moving to Dovehouse Courts in phases. Maintenance support is proving useful.</p> <p>Dovehouse Court Open day is scheduled for 29th April and GPC team are invited to visit between 11am and 12pm. Following the visit by GPC, the public are invited to visit Dovehouse Court. Ann Bonnett asked GPC Clerk if she could help GTC by putting up posters on Village Noticeboards.</p>	

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	<p>Ann noted that Tom Lee had been appointed by GTC as the new manager for WCC. Tom has been in post for 2 weeks and he has already made quite an impact on the Centre. He has already reached out to other organisations and halls in the village.</p> <p>Tom's intention, once WCCC have staffing at the right level, is to have the centre open every evening. Ann highlighted that Tom had spoken to GPC Clerk and was looking at hours that could potentially be available for Bowls Club use.</p> <p>Ann highlighted that Sarah Steward is the new AGE UK Warden for the village. Sarah has now met all Girton residents on the scheme and all slots are already full. If more Girton residents need support from the scheme, then GTC back-up will be used.</p> <p>Cllr Hayat confirmed he had spoken to Tom, and he seemed excellent. The Sport & Recreation Committee had invited Tom to be co-opted on to the committee.</p> <p>Cllr Carney noted he owed Ann an email about trying to progress bollards/planters to be placed between Recreation Car Park and GTC Fence. Ann stated that a review of the Heras Fencing was to take place at the April GTC Trustee meeting.</p>	
23FC/005.4	<p>Footpath Officer's Report</p> <p>Cllr Carney stated the footpath in his report was now pretty much passable. He had contacted a number of people who may be able to help with the ongoing problems.</p> <p>He noted issues around Highway 99/6 are still outstanding.</p>	
23FC/005.5	<p>Water Management Report</p> <p>Cllr Carney highlighted that any questions should be directed to Mary Rodger. He also highlighted that he had become aware that there is actually a Girton Flooding group. He noted that the Clerk had been in contact, and it could be worthwhile increasing communication with this group to understand the problems already unearthed.</p>	
23FC/005.6	<p>CAPALC Report (Verbal Report)</p> <p>Cllr Muston noted that CAPALC services continued to be used by the Clerk. She also encouraged everyone that they can access CAPALC resources. All information is available on GPC SharePoint.</p> <p>She noted that Scribe had free webinars available to give insight into Parish Council work. She hoped to attend the 'Clerking in Action' webinar on 18th April.</p> <p>She finalised her report by stating she felt CAPALC are a real asset to us as a Council.</p>	
23FC/005.8	<p>Clerk's Report</p> <p>GPC Clerk confirmed she was excited at the increasing partnerships highlighted in many of the Agenda items.</p> <p>She noted the progress towards development of Three/Five-year plans with the increasing awareness of the Operational Budget and prioritization of GPC projects.</p>	

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	<p>GPC Clerk highlighted that the Girton 20mph survey had been worked on with Histon and Impington giving a consistency in data points collected. It had also been shared with Swavesey PC and SLCC, who were to share with a number of other clerks. This consistency of data collection could provide a wider set of consistent data across parishes.</p>	
23FC/005.9	<p>Chairman's Report</p> <p>Since writing his report Cllr Carney had received feedback from David Allatt of CCC on 11th April 2023. David confirms that CCC Highways will reinstate signs that were knocked down about a year ago as soon as possible. As part of the above process CCC Highways are to meet on site to see if any further changes are required.</p> <p>Cllr Muston asked Cllr Hayat about the map in his report where the Bus-stop is shown. Cllr Muston asked if there were any plans to place a crossing between Huntingdon Road and Thornton Road where there is a bus-stop. Cllr Carney stated he understood there were no plans to implement anything there. He understood people needed to walk to Whitehouse Lane where there is currently a crossing.</p> <p>The requirement for a crossing had repeatedly been raised by residents. He felt that was a good start.</p>	
23FC/006	<p>To Approve Minutes of Girton Parish Council Full Council Meetings: 9th March 2023</p> <p>Approval: <i>Cllr Carney proposed. Cllr Linton seconded. Five in favour. 1 Abstention.</i></p>	Approved
23FC/007	<p>Matters arising from Previous Meetings (for information only)</p>	For Information
23FC/007.1	<p>Action List (To be shown at meeting) - No items to note.</p>	
23FC/007.2	<p>Any other Matters arising – A chance to raise any comments/concerns on previous agenda items</p>	
23FC/008	<p>To Receive update from GPC Committees & Working Groups</p>	
23FC/008.1	<p>Environment Committee</p> <p>Cllr Carney asked Council to address any questions directly to Cllr Giles who is absent this evening.</p>	
23FC/008.2	<p>Local Nature Recovery Working Group</p> <p>Cllr Carney asked Council to address any questions directly to Cllr Giles or Keith Honnor, LNRP Chair.</p>	
23FC/008.3	<p>Finance & Resource Management Committee</p> <p>Cllr Muston thanked GPC Clerk/RFO for all the Finance work completed this year. The end of year report for FRM Committee was being finalized.</p> <p>The FRM Committee to be held on Thursday 13th April would allow further discussion of Finance issues. Year-End figures should be available for APM.</p>	
23FC/008.4	<p>HR Committee (Verbal Report)</p> <p>Cllr Muston confirmed that staff pay Issues were being finalised and would be included in tomorrow's FRM Committee.</p>	
23FC/008.5	<p>Planning Committee (Verbal Report)</p> <p>Cllr Stobart's comment earlier in the evening regarding GPC training was noted by Cllr Carney. Cllr Carney thanked Cllr Hayat for raising the training requirement in the first instance.</p>	
23FC/008.6	<p>Sport & Recreation Committee</p>	

Agenda Item	Item Description	Action/ Power
	<p>Cllr Hayat stated there was a meeting scheduled for next week. The Sport & Recreation Committee continued to invite village groups for co-option. At next week's meeting S&R Committee was hoping to co-opt WCCC and Cotton Hall Trustees so the Committee has representation across the village. The focus of this Committee will then move to prioritising and implementing GPC projects.</p>	
23FC/008.7	<p>Events Working Group</p> <p>Cllr Hayat confirmed he was representing the Events team and thanked Cllr Marshall and the team for all his work on the Coronation events. He confirmed the team were keeping the costs of the event down. He noted the request for a small amount of GPC funding that was included later in the agenda. <i>See 23FC/010.5.</i></p> <p>Cllr Hayat felt personally that it would be good if GPC backs the Events Working Group in the Sunday event for the Coronation.</p>	
23FC/008.8	<p>Bowls Club Working Group (Verbal Report)</p> <p>Cllr Marshall, Working Group chair stated that the group had looked extensively at all possible avenues to ensure GBC is provided with the facilities they need.</p> <p>Early stages of the discussion were around access to WCCC toilets. The discussion soon expanded to requirements to the equivalent of a Club House. This was in line with the other Recreation Users who have a club house/pavilion that they can use.</p> <p>Cllr Marshall asked why GPC would not provide similar facilities to GBC as they do for any other Recreation users.</p> <p>Working Group had extensively explored the possibility of gaining access to WCCC, which initially appeared to be a possibility. However, in further discussions the group found it difficult to navigate the need for extra staffing and safeguarding under current WCCC operations. By the end of the Working Group discussions all Working Group members felt that all possibilities that WCCC could provide at this time had been exhausted.</p> <p>As a result, the Working Group was recommending the motion for a Feasibility Study around requirements at Wellbrook Way. <i>See 23FC/010.1.</i></p> <p>Cllr Marshall confirmed that a lot of hard work had been carried out by the group and as a result he felt that the group had opened up a collaboration between GBC, GTC and GPC that had sadly become rather disconnected. He felt much better relationships had been formed between GPC, WCCC, GTC and GBC.</p>	
23FC/008.9	<p>Pavilion Refurbishment Task & Finish Group (Verbal Report)</p> <p>There had been significant work carried out by Staff team so that the Pavilion Task and Finish Group could review in a meeting next week.</p>	
23FC/009	<p>To Approve Finance and Resource Management (Supporting papers to follow)</p>	<p>For Decision</p>
23FC/009.1	<p>To note payment of accounts under delegated approval</p>	<p>Noted</p>
23FC/009.2	<p>To Approve payment of outstanding accounts due</p> <p>Approval: <i>Cllr Carney proposed. Cllr Muston seconded. Unanimous Approval.</i></p>	<p>Approved</p>
23FC/009.3	<p>To Note approval of outstanding payment to previous Parish Clerk, Feast Pitches (£10.00)</p>	<p>Noted</p>
23FC/009.4	<p>To Receive a report from Assistant Clerk on Amounts paid in</p> <p>GPC Assistant Clerk stated to a question from Cllr Hayat that Pavilion bookings are picking up. A daily booking for a tutor group is now in place. Capacity is to be confirmed.</p>	<p>Noted</p>

Agenda Item	Item Description	Action/ Power
23FC/010	Business items requiring a decision, or consideration by the Council	For Decision
23FC/010.1	<p>Girton Parish Council Bowls Club Working Group recommend to GPC - Full Council approval of a £5,000 contribution to: Create a designated reserve for an immediate feasibility study to scope required facilities for activities at Wellbrook Way.</p> <p><i>Facilities considered to be in line with those provided to GPC Recreation Ground users. This study will include any legal advice, planning permission and other required steps as part of a project undertaken by GPC Sport & Recreation Committee.</i></p> <p>Girton Parish Council Bowls Club Working Group members which includes representatives of Girton Parish Council (GPC), Girton Town Charity (GTC) and Girton Bowls Club (GBC) after much deliberation agree:</p> <ol style="list-style-type: none"> 1. There is a need for toilet facilities at Girton Bowls Green owned by GPC. 2. That the current operations at William Collyn Community Centre (WCCC) do not provide facilities to meet Girton Bowls Club’s needs. <p>due to the seasonal match date/time variations that could coincide with other WCCC hirers.</p> <p>Notes:</p> <p>Girton Bowls club may agree to provide a matching initial donation of £5,000 for any overall project resulting from the above.</p> <p>Girton Town Charity will consider at their April 2023 meeting whether they will be able to offer toilet facilities for 2023 Bowls Season at a blanket rate of £2,100 incorporating a collaborative agreement with GBC.</p> <p>For 2023 Bowls Season, GBC will continue to fund a portaloos at Girton Bowls Green.</p> <p>Approval: <i>Cllr Marshall proposed. Cllr Hayat seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <ul style="list-style-type: none"> • There is a plot of Land, where changing rooms and toilets could be built. • Legal Costs and Planning costs would be needed for this feasibility study. • Cllr Betts was concerned about the amount of money that might be spent. • It could be that GBC may be in this situation without toilets due to being badly let down by this council historically. • Cllr Marshall confirmed that a lot of work had been carried out by the Working Group and some steps forward had been taken to investigate how GPC provides consistent treatment across all our Recreation Ground users. • Cllr Marshall noted the amount of support and dedication that GBC has put into Bowls Green. GBC had effectively invested in the future of that asset. • Cllr Hayat stated that the first requirement that the Working Group had investigated was access for GBC to WCCC toilets, especially for events. As already mentioned by Cllr Marshall WCCC could not provide guaranteed access to toilets. Exploring what other facilities could be offered started with toilets then expanded to full wish list of GBC. At the moment there was no detail, no costings. The £5k noted in this motion would allow GPC to record this detail to make informed decisions. • Cllr Muston stated that Cllr Marshall had already explained things well and stated that to begin with she was not ‘ofay’ with concerns of the GBC. Great progress 	Approved

Agenda Item	Item Description	Action/ Power
	<p>had been made. There was significant work that GBC had carried out of which GPC were not aware. The work on finances by the Working Group has shown that GBC has not been treated consistently. In effect the contribution of GBC volunteers has saved GPC money. As a Councillor, Cllr Muston was not aware of that.</p> <ul style="list-style-type: none"> • Cllr Betts agreed and felt the working group had done some good work to bring about a very different discussion to increase collaboration and teamwork by GPC, GBC and GTC. He felt it was no longer ‘them and us’. • Cllr Muston commented that Cllr Bett’s question allowed GPC to explore the proposal for a feasibility study in more detail. She felt coming together in initiatives with other groups is an improvement and will aid the village. 	
23FC/010.2	<p>Council to approve recommendation for work to be carried out to correct the drainage problems in Girton Recreation Ground Car Park (Information to be provided Monday 9th April 2023)</p> <p>Approval: <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</i></p> <p>Debate Highlights: Cllr Marshall mindful of Safety Barrier and if any significant work carried out on Car Park - should we do it together. Cllr Carney stated that if a subsequent fix post the survey and clean is required then that could be the right time to consider Cllr Marshall’s point above.</p>	Approved
23FC/010.3	<p>Council to approve recommendation for Annual Play inspection.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Betts seconded. Unanimous Approval.</i></p>	Approved
23FC/010.4	<p>Council to approve recommendation for Tennis Court restoration.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Betts seconded. Unanimous Approval.</i></p> <p>Debate Highlights: Cllr Hayat asked if VAT could be claimed back. GPC Clerk confirmed it could. Cllr Marshall asked if reserves had been put aside for fencing? Cllr Carney stated that would be a separate discussion.</p>	Approved
23FC/010.5	<p>Council to approve funding request for Community events to be held over Coronation weekend.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Betts seconded.</i></p> <p>Amended Approval: <i>Cllr Hayat proposed. Cllr Marshall seconded. 5 in favour. 1 abstention</i></p> <p>Standing in the name of Girton Parish Council, Council to approve funding request for Community events to be held over Coronation weekend.</p>	Approved
23FC/010.6	<p>Council authorizes GPC Clerk to suspend Girton Parish Council byelaws that forbid vehicles or tents on the Recreation Ground during Coronation events and Girton Feast.</p> <p>https://www.girton-cambs.org.uk/wp-content/uploads/2022/05/girton-scan.pdf</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded.</i></p> <p><u>Amended Approval:</u> <i>Cllr Linton proposed. Cllr Carney seconded. Unanimous Approval.</i></p> <p><u>Amended Motion:</u> Cllr Linton approved an amendment to the motion as below: Council authorizes GPC Clerk to suspend Girton Parish Council byelaws that forbid vehicles or tents on the Recreation Ground during Coronation events and Girton Feast. Vehicles will be limited to those specifically approved by the Clerk.</p>	
23FC/010.7	<p>Council to approve location of 2023 Annual Parish Meeting on 10th May 2023</p> <p><u>Amended Approval:</u> <i>Cllr Carney proposed. Cllr Muston. Unanimous Approval.</i></p> <p>Cllr Carney provided an amended motion: <i>Council to approve location of 2023 Annual Parish Meeting as being WCCC on 17th May 2023</i></p> <p><u>Debate Highlights:</u> Cllr Marshall confirmed he had spoken to GPC Clerk about a rehearsal at WCCC to test the effectiveness of Live-Streaming. GPC Clerk had discussed this with Tom Lee and was waiting for a date to be confirmed. GPC Assistant Clerk stated the change of date confirmed under 23FC/010.8 would allow the 10th May Full Council meeting to go ahead if required. Cllr Hayat highlighted the need to ensure all GDPR issues were effectively met.</p>	Approved
23FC/010.8	<p>Council to approve live-streaming of 2023 Annual Parish Meeting.</p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u> See 23FC/010.7</p>	Approved
23FC/010.9	<p>Council to approve recommendation for funding of 20MPH Bid</p> <p><u>Amended Motion 1:</u> <i>Cllr Carney proposed. Cllr Linton seconded. 3 in Favour, 2 against, 1 abstention.</i></p> <p>Council to approve recommendation for application to CCC 20mph Zone Scheme to cover:</p> <ul style="list-style-type: none"> • Girton Road (A14 Bridge to Girton Corner) • The Thorntons • St Margaret’s Road and side Roads • Wellbrook Way <p><u>Debate Highlights:</u> Cllr Carney highlighted there had been 387 respondents to GPC 20mph survey. He highlighted that the survey showed support for the entire zone. He asked Council if there was any good reason that should not be the proposal? Cllr Marshall stated that he was not sure that evidence available supports a 20mph limit making it safer for cyclists. It makes it much more difficult to overtake cyclists going at 20mph. He felt that Cyclists at 20mph frustrate drivers and that a 30mph</p>	For Decision

Agenda Item	Item Description	Action/ Power
	<p>limit for main road would make side roads much more accessible for cyclists as motorists may avoid them.</p> <p>Cllr Muston stated she appreciated Cllr Marshall's point but having used Girton Road a lot she felt that it needed to be a 20mph limit. She highlighted the use of the road for children going to Eddington school.</p> <p>GPC Assistant Clerk highlighted that overtaking cars was more difficult with a 20mph limit. She noted that the recording on Girton Road showed people going at 40mph.</p> <p>Council discussed the speed of scooters.</p> <p>Cllr Hayat highlighted that if all roads are the same speed, then there is less confusion for all road users.</p> <p>Cllr Carney asked Cllr Marshall if he wished to propose an amendment. Cllr Marshall confirmed the amended motion as below:</p> <p><u>Amended Motion 2:</u> <i>Cllr Marshall proposed. Cllr Hayat seconded. 2 in favour, 3 against, 1 abstention. (Motion Failed).</i></p> <p>Council to approve recommendation for application to CCC 20mph Zone Scheme to cover:</p> <ul style="list-style-type: none"> • The Thorntons • St Margaret's Road and side Roads • Wellbrook Way <p>Council reverted to Amended Motion 1 raised by Cllr Carney.</p>	
23FC/010.10	<p>Council to approve possible Cost increase for previously approved joint LHI Bid of Girton & Oakington & Westwick</p> <p><u>Debate Highlights:</u></p> <p>See reference to this item in Cllr Murphy, Cambridgeshire County Council report.</p> <p>Cllr Muston highlighted the money to be used was Section 106 money only.</p> <p>Cllr Carney highlighted that S106 money should not be used unnecessarily due to a possible decrease in CCC funding for the LHI initiative.</p>	Deferred
23FC/010.11	<p>Council to note signing of form to apply to SCDC for their formal acceptance of the area covered by Girton's Neighbourhood Plan.</p>	Noted
23FC/011	<p>To Receive Correspondence addressed to the Council.</p> <p>One hand-written letter was sent to Council which will be responded to by Council</p>	Noted
23FC/012	<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> <p><u>Debate Highlights:</u> Communication of Agenda items delegated to GPC Clerk.</p>	Approved
23FC/013	<p>Date of next meeting(s): To be confirmed</p>	
Meeting Ended: 9.16pm		

Council to approve formation of Task & Finish Group to progress the Feasibility Study for facilities at Wellbrook Way.

Following the approval of 23FC/010.1 the aim of the above Task and Finish Group is as below:

The T&F Group's aim is to enable an outcome whereby Girton Bowls Club can access toilet (and changing) facilities suitable for matches and practices at Girton bowls green, which is in agreement with Girton Town Charity and Girton Parish Council.

In addition, the above Task and Finish Group will consider any other facilities that may be required.

There will be a report from the Task & Finish Group in all Girton Parish Council - Full Council Meetings until the task is completed.

Volunteers for this Task and Finish Group are requested.

23FC/010.1	<p>Girton Parish Council Bowls Club Working Group recommend to GPC - Full Council approval of a £5,000 contribution to: Create a designated reserve for an immediate feasibility study to scope required facilities for activities at Wellbrook Way.</p> <p><i>Facilities considered to be in line with those provided to GPC Recreation Ground users. This study will include any legal advice, planning permission and other required steps as part of a project undertaken by GPC Sport & Recreation Committee.</i></p> <p>Girton Parish Council Bowls Club Working Group members which includes representatives of Girton Parish Council (GPC), Girton Town Charity (GTC) and Girton Bowls Club (GBC) after much deliberation agree:</p> <p>3. There is a need for toilet facilities at Girton Bowls Green owned by GPC.</p> <p>4. That the current operations at William Collyn Community Centre (WCCC) do not provide facilities to meet Girton Bowls Club's needs.</p> <p>due to the seasonal match date/time variations that could coincide with other WCCC hirers.</p> <p>Notes:</p> <p>Girton Bowls club may agree to provide a matching initial donation of £5,000 for any overall project resulting from the above.</p> <p>Girton Town Charity will consider at their April 2023 meeting whether they will be able to offer toilet facilities for 2023 Bowls Season at a blanket rate of £2,100 incorporating a collaborative agreement with GBC.</p> <p>For 2023 Bowls Season, GBC will continue to fund a portaloo at Girton Bowls Green.</p> <p>Approval: <i>Cllr Marshall proposed. Cllr Hayat seconded. Unanimous Approval.</i></p> <ul style="list-style-type: none">•
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Council to note amount to be spent on Cricket Pitch inspection by English Cricket Board.

Girton Parish Council and Girton Cricket Club jointly funded the above inspection to identify required work on the Cricket Square on Girton Recreation Ground. This inspection was carried out by a member of the ECB on 2nd May 2023.

The report will be reviewed at the next Sport & Recreation Committee and recommendations will be brought to June Full Council



ECB/GMA Performance Quality Standards Cricket Square

Girton Cricket Club



Cambridgeshire & Huntingdonshire Premier League

Council to note Annual Insurance from Zurich Municipal for 2023/2024 to begin on 1st May 2023

Girton Parish Council has renewed their Employers Liability Insurance with Zurich Municipal Insurance. The cost of the policy this year is £2053.91 (2022 £2018.07) a rise of £35,84.

Investigations were made with BHIB Insurance, National Farmers Union Insurance and Coversure Insurance Brokers. Both NFU and Coversure confirmed their risk appetite did not extend to Parish Councils. BHIB Insurance was requested to do a site visit for Girton Parish Council. They confirmed this was something they could not do. For this year, considering the minimal raise, the quote from Zurich Municipal Insurance was accepted as part of the Operational Budget.

2053.91

Vs 2018.07



Certificate of Employers' Liability Insurance(a)

(WHERE REQUIRED BY REGULATION 5 OF THE EMPLOYERS' LIABILITY (COMPULSORY INSURANCE) REGULATIONS 2008 (THE REGULATIONS), A COPY OF THIS CERTIFICATE MUST BE DISPLAYED AT ALL PLACES WHERE YOU EMPLOY PERSONS COVERED BY THE POLICY OR AN ELECTRONIC COPY OF THE CERTIFICATE MUST BE RETAINED AND BE REASONABLY ACCESSIBLE TO EACH EMPLOYEE TO WHOM IT RELATES).

Policy No.	YLL-2720444643
1. Name of policyholder	GIRTON PARISH COUNCIL
2. Date of commencement of insurance policy	01/05/2023
3. Date of expiry of insurance policy	30/04/2024

Council to approve LNRP Budget for 2022/2023

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 boxes 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

Council to approve LNRP Budget for 2022/2023 ctd.

Girton Parish Council

Local Nature Recovery Plan Group Expenditure Request

Item	Cost	Supplier	Budget Area and Notes
2 x Bird Boxes	£17.99 each plus shipping	NHBS	SITE MANAGEMENT CATEGORY – For use in Hibbert Ware Memorial Garden & Town End Close Reserve
2 x Bat Boxes	£19.99 each plus shipping	RSPB	SITE MANAGEMENT CATEGORY – For use in Hibbert Ware Memorial Garden & Town End Close Reserve
Moth trap	£125.00 plus shipping	NHBS	DATA/SURVEYING CATEGORY For site surveys but also Public Engagement activities
Battery for Moth Trap	£58 plus shipping	NHBS	DATA/SURVEYING CATEGORY For site surveys but also Public Engagement activities
Battery charger for Moth Trap	£62.50 plus shipping	NHBS	DATA/SURVEYING CATEGORY For site surveys but also Public Engagement activities
1 x day consultancy for Peter Kirby – entomologist plus report writeup	£200 (to include travel)	Peter Kirby	DATA/SURVEYING CATEGORY For site surveys - we lack a baseline date for invertebrates in the village and Peter will survey some key sites for us (below his normal day rate)
3 x Wild Bird Seed 12.5kg	£30 plus up to £15 shipping (or click and collect)	Wilko	PUBLIC ENGAGEMENT CATEGORY For use at village events (e.g., Girton Feast) where seed can be used in 'make and take' activity
Total	£566.46 plus shipping - allow £650		

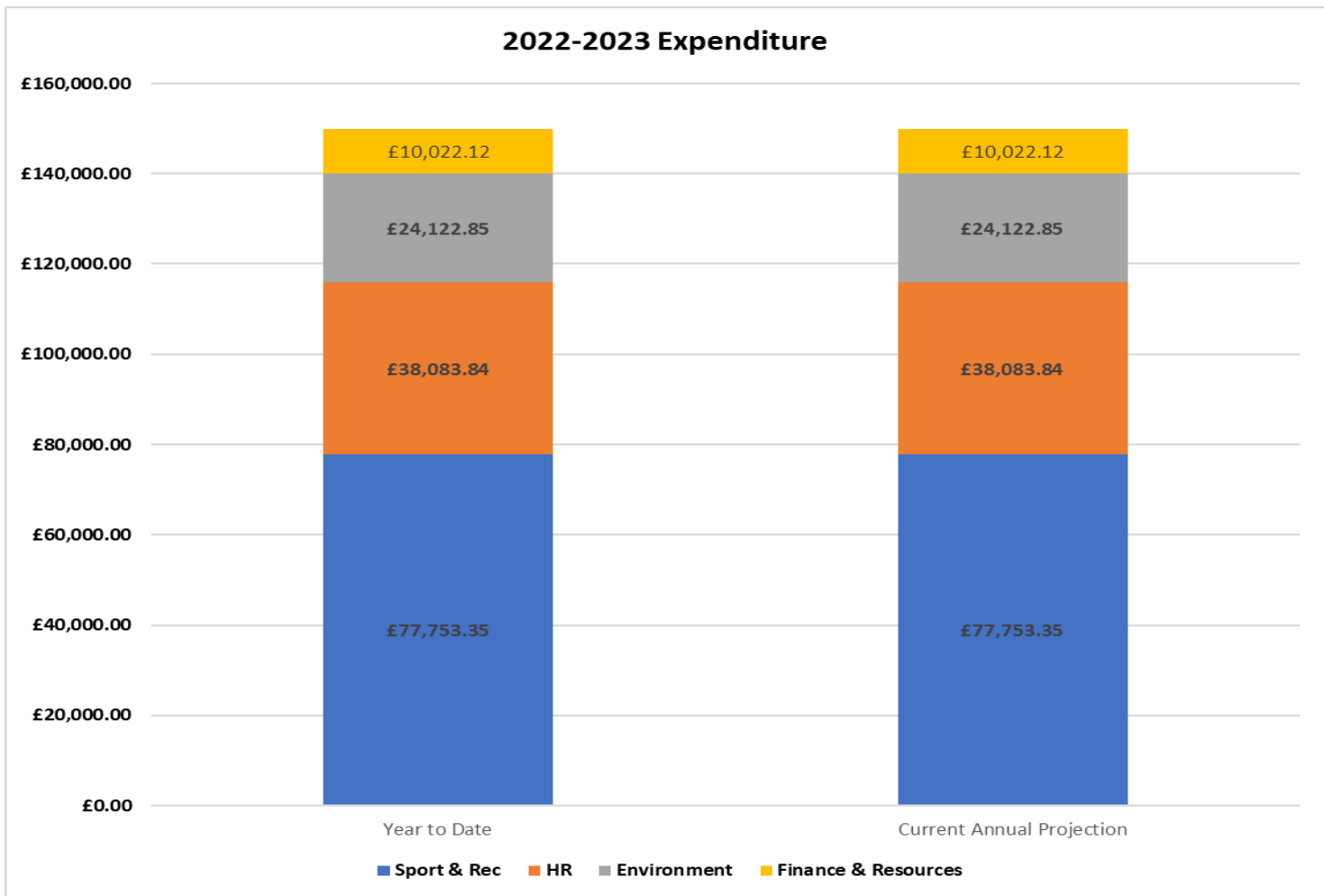
Council to approve Operational Budget 2023/2024 to include £10K of Contingency as per the precept request to be actioned by Staff teams and amounts spent noted by Council in each monthly meeting.

23FRM/008.1	<p>Committee to review and approve recommendation of 2023/2024 Operational Budget to Full Council</p> <p><u>Approval:</u> <i>Cllr Muston proposed. Cllr Carney seconded. Unanimous Approval.</i></p> <ul style="list-style-type: none"> • End of Tax year confirmed as 31/03/2023. • RFO confirmed that the aim is to close the accounts for 2022/2023 Financial year on 24th April 2023. • Aim of the Finance Committee confirmed as once the Operational Budget was confirmed and approved by each cost-code, it would then be the responsibility of the Staff team to carry out operations in line with the budget. All payments made would be brought to Full Council to note and for signatories to pay as required. • Any operational item that goes above the actual + 5% as per precept calculation to be brought to Full Council for approval. • Finance Committee to consider provision of an Operational Reserve contingency on reviewing a Reserves policy.
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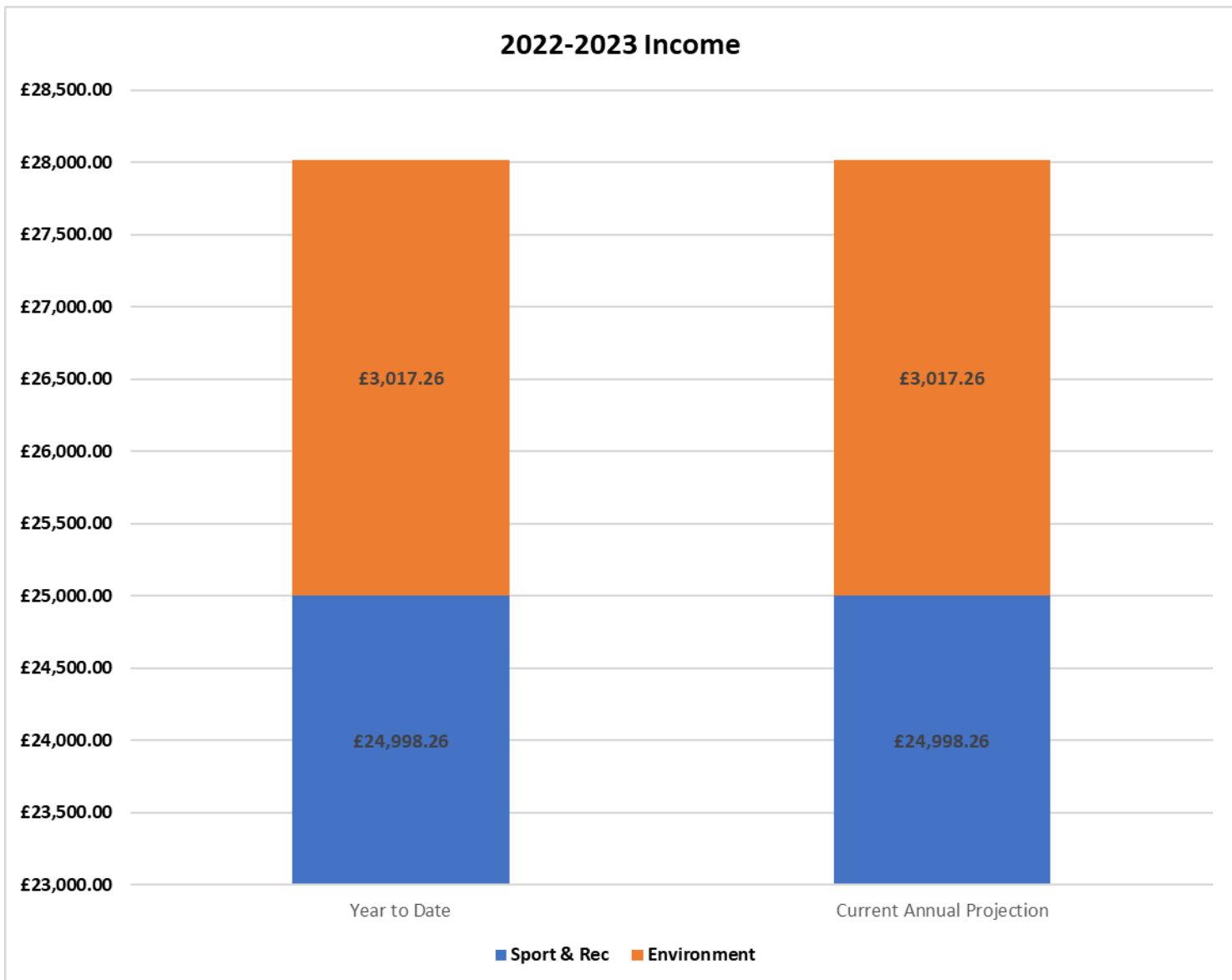
Profit & Loss	2022/2023	2021/2022
Income	171,141.31	168,277.67
Expenditure	172,338.45	181,028.81
Profit/Loss	(1,197.14)	12,751.14

Note 2022/2023 still to be finalized. Items to be taken into account. Review of Staff Salaries. Awaiting invoice for Street Lights for 2022/2023 and requirement to adopt Street Lights in Girton (including lights in Oakington Road)

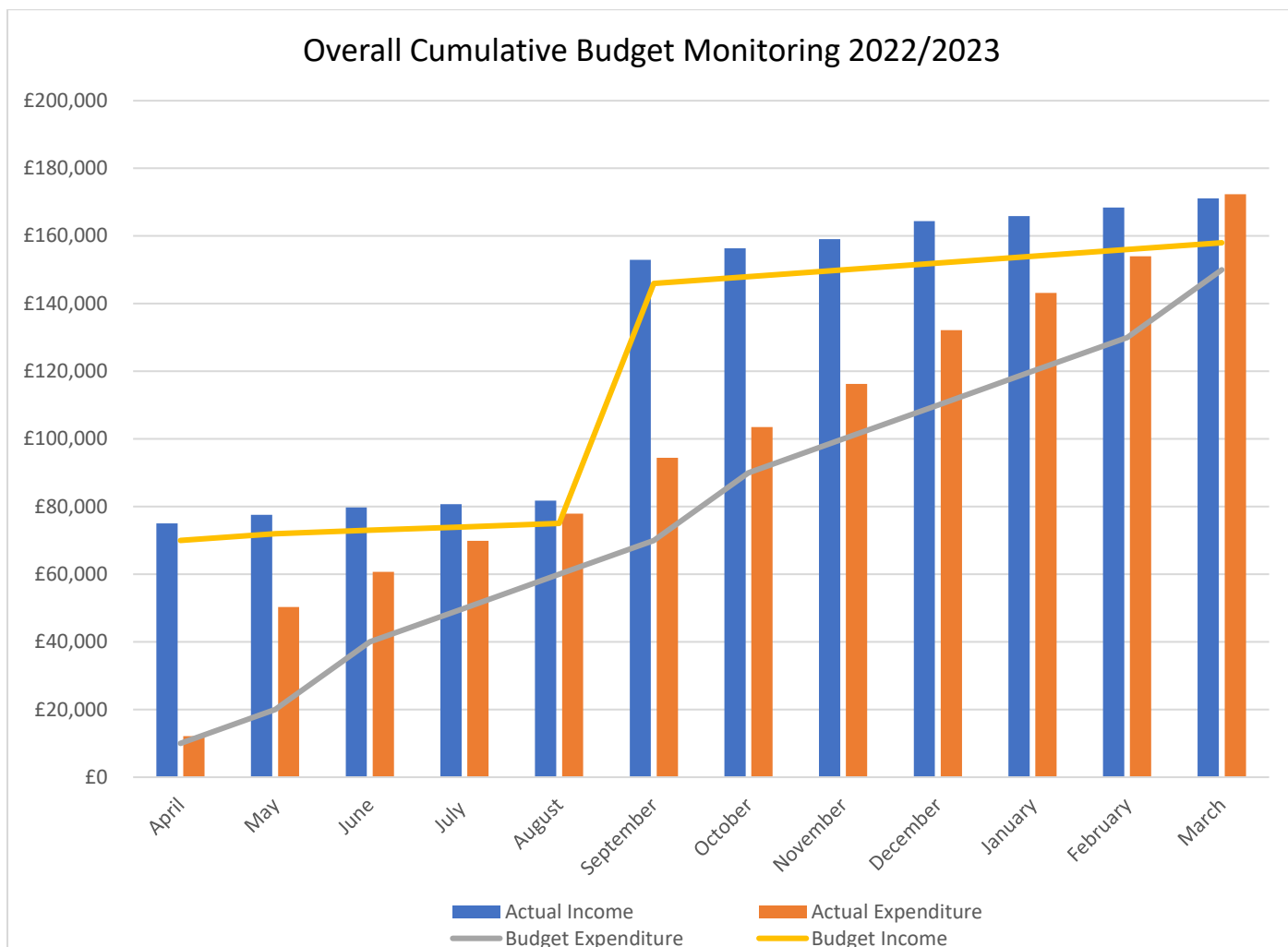
Council to approve Operational Budget 2023/2024 to include £10K of Contingency as per precept request to be actioned by Staff teams and amounts spent noted by Council in each monthly meeting (ctd)



Council to approve Operational Budget 2023/2024 to include £10K of Contingency as per precept request to be actioned by Staff teams and amounts spent noted by Council in each monthly meeting (ctd)



Council to approve Operational Budget 2023/2024 to include £10K of Contingency as per precept request to be actioned by Staff teams and amounts spent noted by Council in each monthly meeting (ctd)



Council to approve recommendation to install safety features for Girton Recreation Ground Car Park

Following extensive discussions over the past years from 2019 including Girton Parish Council, Girton Town Charity, Girton Residents this work is required to go ahead as a priority.

Recommendation to delegate spend to GPC Clerk, GPC Chair with input from GTC and Dave Daniels, Girton Resident.

Summary of the key points considered at this time. Document regarding rationale for spend to be prepared by GPC Clerk.

I have summarised what I think were the points you made this morning, and in your emails, in bullet points, that I would intend to include in any information presented to councillors:

- Key item is legal responsibility in safety design to mitigate for events that could be reasonably expected to happen.
- A near miss has already occurred, so it would be reasonable to expect this could happen again
- Design must mitigate for same/similar circumstances.
- The pathway is immediately in front of parking bays, so the solution must stop vehicles moving forward at all, not just slow.
- Solution must be implemented for whole pathway (not just in front of decorative fencing)
- It is reasonable to expect that all vehicles are at low speed (<10mph) in car park.
- The purpose of wheel stops is to inform the driver, not stop vehicle (therefore not suitable).
- Some form of barrier that can withstand low-speed vehicles is necessary.
- Must be fixed to ground, or sufficiently heavy.
- It is reasonable to have one barrier per bay (continuous barrier not essential).

Council to approve recommended quote for Fire Assessment for Girton Pavilion

Girton Pavilion currently does not have a Fire Alarm in place. This was raised by Godfrey & Hicks when they reviewed the pavilion for the possible extension, and it was suggested that a Fire Assessment was required as a priority.

Three quotes have been obtained: Further review of the scope of these quotes is required. Suggest delegation to GPC Clerk, Parish Council Chair, Finance Committee Chair and Sport & Recreation Committee Chair.

- **GPC also needs to consider Fire Assessment timings: now, during refurbishment project, post project.**

#	Contractor	Cost	
1	Fire Safety Assessments Ltd	£295.00 plus VAT	Stephen Chadbon GiFireE MIFSM MIFPO Warrington FRACS, IFE (Life Safety) and IFSM Tier 3 Registered Fire Risk Assessor
2	Cromwell Fire Ltd	£495.00 plus VAT	BAFE, IFE Registered
3	Steve Dilloway	£1,600 plus VAT	Steve Dilloway GiFireE & MIFSM Tier 3 certified assessor assessor IFPO Associate Member AMIFPO Veritas currently carries the only independent (non-manufacturer) CPD on evacuation systems certified by the FIA. Using third party certified providers is the only way to retain your statutory defence expectation in the event you become the subject of a brigade/HSE prosecution – you have to be able to fully trust those you work with for all of your fire and life safety work

Council to approve following policies:

- **Standing Orders**
- **Financial Regulations**
- **Scheme of Delegation**

See Separate Documents for approval.

Council to approve Village Planter scheme recommendation from GPC Finance Committee for 2023/2024

See below recommendation from Finance Committee Meeting on 13th April 2023:

23FRM/008.6	<p>Committee to approve recommendation of Village Planter process to Full Council</p> <p>Approval: <i>Cllr Muston proposed. Cllr Carney seconded. Unanimous Approval.</i></p> <p>Debate Highlights:</p> <p>Committee reviewed the calculation of the Village Planter spend for 2022/2023 presented by RFO.</p> <p>There had been significant replacement of tubs during the year leading to a loss of £842.00.</p> <p>Committee agreed to recommend of a minimum rate of £55.00 for the planters for the 2023/2024 Financial year.</p> <p>Committee noted that there had been significant additional tubs and replacement which had increased the cost in this financial year.</p> <p>Committee agreed to recommend writing off the £842.00 for 2022/2023 Financial year.</p>
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Village Planters 2022/2023

March 2022					880.00
April 2022 to March 2023					1,645.00
Income: Total					2,525.00
Replacement Tubs	Summer	New	5	37.50	187.50
New Tubs - with Compost & Plants	Summer	New	26	62.50	1,625.00
Replacement for stolen Tub at Allotment	Summer	New	1	62.50	62.50
Refilled Tubs	Summer	Replace	18	25.00	450.00
Replanting of tubs	Winter	Replace	41	25.00	1,025.00
New Expenses: Total		New	32	162.50	1,875.00
Replacement Expenses: Total		Replace	59	50.00	1,475.00
Expenses: Total		Total	91	212.50	3,350.00
Net Profit					-825.00
Village Planters 2023					
Replacement Only					
Income			41	60.00	2,460.00
Replacement Expenses: Total	Summer	Replace	41	25.00	1,025.00
Replacement Expenses: Total	Winter	Replace	41	25.00	1,025.00
Expenses: Total					2,050.00
Net Profit					410.00
					-415.00

Council to approve Community fund-raising for phone box on Girton Corner

Further to discussion on the above and investigation into the possibilities of grants, Council and residents are now considering raising money from the village for the below.

22/259.1	<p>Council to approve funding of £1,500 for materials to refurbish the Telephone Box at Girton Corner and convert it to a library. The Telephone box will be maintained by three Girton residents. Girton College is to provide support to refurbish the telephone box.</p> <p><u>Approval:</u> <i>Cllr Carney approved. Cllr Muston seconded.</i></p> <p><u>Approval:</u> <i>Cllr Carney approved. Cllr Muston seconded. Six in Favour. One Abstention.</i></p> <p><u>Amended Approval:</u> <i>Council to approve funding for up to £1,500 for materials to refurbish Telephone Box at Girton Corner and convert to a library. Council will delegate a decision to the Chair and Clerk to consider whether this project should apply for the Community Chest Funding. The Telephone box will be maintained by three Girton residents. Girton College is to provide support to refurbish the telephone box.</i></p> <p><u>Debate Highlights:</u></p> <ul style="list-style-type: none">• Cllr Carney re-stated that Girton College would help with labour required.• Telephone box to be similar to the library facility in the Telephone Box on the main road opposite Pepys Way.• Cllr Carney noted the Defibrillator option for the Telephone box which was brought forward as an idea in Full Council in Nov 2021 but was not taken any further.• Cllr Carney confirmed he had been in contact with GTC to present information which may allow consideration of a Defib at Wellbrook way. He noted there were other options for housing defibrillators in Girton.	Approved
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Council to approve 'No Mow May' for specified green areas in Girton.

Areas specified:

Wellbrook Way (Contractor: Paul Laxton Garden Service)

- Wildflower Areas
- All other Grass Areas

Other Areas (Contractor: Paul Laxton Garden Service)

- Smithy Green
- Hibbert Ware Garden
- Hicks Lane/Cambridge Road
- Mayfield Green
- High Street/Woodland Park Corner
- Weavers Field

Churchyard (Contractor: MC Garden Maintenance)

- Areas to be confirmed.

Notes:

LNRP to communicate the above and gather comments from residents.

LNRP to create a map showing specific areas and why they are included.

Contractors charge the same price as existing contract due to the increased work on cutting post 'No Mow May'. Both Contractors will not put-up prices this year.

Agreement to be reached on how longer grass is removed post No Mow May.