

GIRTON PARISH COUNCIL

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

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

NOTICE of MEETING: GIRTON PARISH COUNCIL
MEETING FULL COUNCIL
DATE & TIME: Wednesday 8th November at 7.30pm
VENUE: Girton Recreation Ground, Cambridge Road Girton

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

MINUTES

Agenda Item	Item Description	Action/Power
Members: [Ten] Cllr Carney (Chair), Cllr Muston (Vice-Chair), Cllr Brown, Cllr Clare, Cllr Giles, Cllr Hayat, Cllr Lampe, Cllr Linton, Cllr Marshall, Cllr Reeves. Present: Yvonne Murray (GPC Clerk), Angie Vidler (Facilities Manager) Members of the Public: Eight including Cllr Murphy (CCC), Cllr Richard Stobart (SCDC), Cllr Corinne Garvie (SCDC)		
23FC/119	Welcome from the Chair	
23FC/120	To Receive Apologies and Reasons for Absence Cllr Betts, Cllr Williams, Cllr Wright. Apology reasons had been confirmed. Council confirmed that Apologies were noted but not Accepted.	Noted
23FC/122	To Receive Members' Declarations of Interest and Dispensations	To Note
23FC/123	Public Participation Hope against Poverty CIC presented a brief update of their goals in Girton: In discussions with CCC to utilize land at the back of the Pavilion to set up a Community Farm They are an organization who have set up a food hub in Cambourne which serves several parishes around Cambridge. They also provide Hope in a box, veg and fruit boxes to create additional revenue. They are attending the meeting to solicit any feedback from GPC and to aim to see GPC's blessing in conversations with CCC. The Community Farm would ideally have a lot of Community involvement including working with the local schools, intergeneration possibilities, issues around loneliness and isolation. Opportunities to engage with a wide section of community through wider horticultural initiatives. Brief Report has been prepared. Hope CIC are in the process of preparing a project plan for the Council to view before the December meeting. Cllr Carney asked Hope CIC if they could provide a little more context. Essentially to explain to GPC, the project intended and to ask for support. The decision was that broadly the people in the room felt supportive of the project but only 6 days so unable	

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	<p>to make a decision in this meeting. The intention of inviting the group here today was to give an introduction and to circulate the initial plan.</p> <p>Standing orders were suspended so Councillors could ask questions of Hope CIC.</p> <p>Cllr Brown asked:</p> <ul style="list-style-type: none"> • What made Hope CIC choose to become a Community Interest Company rather than a charity. • Were they aiming to rent the land? <p>Hope CIC responded:</p> <ul style="list-style-type: none"> • that the organization is growing and maybe in future they would consider becoming a charity. • They were initially looking to lease the land from CCC for a period of time to set up the farm and demonstrate we can make a success. • They have KPIs and success criteria and will work with CCC to see what they want to see. • Exit points – might community land ownership. If you are a CIC and buy land and buy land. Does that set a precedent of what that land can be used in the future? Why did you choose to go down this route? Choose to leave, rental if you have procured the land you have. Long term management of Community Farm. <p>Cllr Hayat asked if Hope CIC would ask CCC to provide the land for a longer period. They were at the GPC meeting to ask the Council if they would be happy in principle to support the project so you could approach the CCC and say that you did have any objection at this stage.</p> <p>Hope CIC confirmed they were in the process of talking to CCC. No business plan is available yet. Preamble to a motion to be put forward in December Full Council.</p> <p>Cllr Marshall in principle support – looking at a piece of land that we have been interested in for a long while. Would the road be the only access? What is the potential traffic using that road.?</p> <p>Cllr Lampe how the farm is incorporating biodiversity and how you Hope CIC would manage the farm. Hope CIC gave a brief overview use principles of permaculture, organic and community farming not huge machinery. Range of different crops. Encourage Beekeepers, beehives on site to help pollination. Zones for different types of activities: Herbs. No detail of what that would look like. No analysis of land yet.</p> <p>Cllr Lampe asked about generating interest and traction – is there a communication plan? As Hope CIC, started in Cambourne and working with Community. Over eight hundred members working with six other villages. Mobile Hub – Orchard Hub, Duxford. Working closely with SCDC and CCC</p> <p>Cllr Hayat added more details for GPC. He noted some of Hope CIC team come from SCDC. Mahesh is the Town Councillor for Cambourne. Working very closely with SCDC and CCC. Looking for lottery and other funding.</p> <p>Hope CIC will seek Council Support next month.</p>	

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	<p>Cllr Richard Reeves asked due to the proximity, what kind of interaction with the school. Hope CIC confirmed the next action would be to speak to the School and Neighbours. Community Engagement would need us to engage with Girton.</p> <p>Hope CIC asked if GPC could comment in principle before December meeting? Cllr Carney noted that this was not on the agenda tonight but had been presented so that residents were aware it would be included in the December meeting.</p>	
23FC/124	To Receive Reports <i>(for information only)</i>	10 Mins
23FC/124.1	<p>County Councillor</p> <p>Cllr Edna Murphy gave update. She apologised for delay on providing report due to personal circumstances.</p> <p>Cllr Murphy noted the ‘Quality of Life’ survey and confirmed it was a rich picture and CCC would use to drive priorities and budget.</p> <p>Cllr Clare asked if the survey was provided by area. Cllr Murphy confirmed there was a district breakdown.</p> <p>Cllr Hayat asked if Cllr Murphy was aware of Hope CIC initiative. Cllr Murphy confirmed she had not heard from CCC officers about the initiative but would close that scope.</p> <p>Cllr Carney noted that Cllr Williams had noted it might be more appropriate to look at land next to Manor Farm.</p> <p>Cllr Murphy noted that Cambridgeshire is the most biodiversity poor in the country according to the Score card for counties for Climate Emergency. She noted that LNRP was very active in Girton. Is this something that could be supported at CCC level to develop even bigger pockets of biodiversity? Cllr Murphy noted she would make the link just in case.</p> <p>Cllr Murphy was asked if there was a proper scheme for gritting in the County. She confirmed there was a scheme and would make the link.</p> <p>Cllr Muston asked if CCC Highways were responsible for verges approaching Girton from A14. She noted they looked such a mess. Cllr Murphy to investigate this. Cllr Lampe asked whether Cllr Muston was noting a structural health hazard or separate issue. She noted there are ways to request a change to Highways to clear plants, wildflowers, put mowed borders round wild areas. We must not compromise biodiversity for aesthetic matters. Cllr Giles concurred.</p> <p>Cllr Reeves noted it would be useful to be clearer about CCC Highways’ responsibilities.</p>	
23FC/124.2	<p>District Councillors</p> <p>Points noted by Cllr Stobart:</p> <ul style="list-style-type: none"> • SCDC Christmas Market at Cambourne Villag College • Networking at Plough & Fleece Horningsea • Cllr Giles to speak at Climate Conference at Cottenham 	

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	<ul style="list-style-type: none"> • Rough Sleeping event 23/24 November • Civil Parking enforcement to come into play with officers focussed on Schools and Hotspots. He asked GPC to nominate hot spots. Fines were likely to be levied from 1st Feb 2024. He believed that parking control would be much better than previous years Police will still be interested in other types of parking issues. • Cllr Garvie noted planning progress for Darwin Green 2 & 3 and asked GPC to be aware of the Local Plan. Water Shortage in our area will limit development and has caused delay on Darwin Green. • SCDC to investigate speed of development at Eddington. • Questions were asked about the Parking enforcement. Cllr Brown asked about the Communication Plan. • Cllr Clare noted again the terrible state of the pavement. Cllr Murphy noted again the reorganization of CCC Highways and the regular interaction with GPC Clerk and Cllr Murphy. 	
23FC/124.3	<p>Girton Town Charity (No Report this month)</p> <p>GPC to check with GTC about whether they wish GPC to use the report submitted to GPN.</p>	
23FC/124.4	<p>Girton Neighbourhood Plan</p> <p>Cllr Brown noted that the meeting she had attended had highlighted the Neighbourhood group had great ideas, great questions and were very engaged. She noted that they intended to employ an external company to formulate the next questionnaire.</p>	
23FC/124.5	<p>Clerk's Report – GPC highlighted the importance of GPC completing their 3-year plan, for LNRP, 10-year plan.</p>	
23FC/124.6	<p>Chair's Report – No Questions for Cllr Carney.</p>	
23FC/125	<p>To Approve Minutes of Girton Parish Council Full Council Meetings: 11th October 2023</p> <p>Approval: <i>Cllr Muston proposed. Cllr Marshall seconded. Three Abstentions due to absence.</i></p> <p>Debate Highlights:</p> <p>Cllr Muston highlighted the need for rephrasing her Welcome in the previous minutes and there were some typos.</p> <p>Cllr Carney asked if she wished to defer approval. Cllr Muston confirmed she did not want to defer just to ensure the changes were made.</p> <p>Cllr Hayat noted that the Council needed to be cautious of influence from people not at meetings.</p> <p>Note: This had been confirmed by CAPALC some months ago.</p>	Approved
23FC/126	<p>Matters arising from Previous Meetings (for information only)</p>	For Information
23FC/126.1	<p>Action List (See 23FC/129.7)</p>	

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23FC/126.2	Any other Matters arising – A chance to raise any comments/concerns on previous agenda items	
23FC/127	To Receive update from GPC Committees & Working Groups (For information only)	To Note
23FC/127.1	Environment Committee Cllr Giles is to speak at Cottenham Climate Conference on work of LNRP. Cllr Marshall commended the work of Cllr Giles in preparing an interesting and comprehensive report.	
23FC/127.2	Local Nature Recovery Working Group (See Environment Committee Report)	
23FC/127.3	Footpath Officer's Report (See Chair's Report)	
23FC/127.4	Water Management Report (No Report this month)	
23FC/127.5	Finance & Resource Management Committee GPC Clerk/Cllr Muston presented information on Income/Spend to date. GPC Clerk noted that the forecast for this year would be made available before the end of the month.	
23FC/127.6	HR Committee (to include CAPALC Report) Cllr Muston noted the workload being undertaken by Council and how Council was playing catch-up. She highlighted need to focus on key priorities.	
23FC/127.7	Planning Committee (No Report this month)	
23FC/127.8	Sport & Recreation Committee Cllr Hayat noted that Sport & Recreation Committee would meet later this month and the importance of 3-year plan for 2024/25 precept preparation.	
23FC/127.9	Events Working Group Cllr Marshall noted that there is potential with the Agenda item on Christmas lights to contribute to creating a village centre for Christmas. Meeting to be arranged to include Michael Bigg and Events Committee.	
23FC/127.10	Wellbrook Way Facilities Task & Finish Group – No questions	
23FC/127.11	Pavilion Refurbishment Task & Finish Group Cllr Marshall gave an update as below: <ul style="list-style-type: none"> • Asset Management spend was required on maintenance that should have been done previously by Council. He felt that without this maintenance our assets may be devalued. He believed that this work should be delegated to Facilities Manager and staff team. • He also noted there would be a discussion about the need for a Master Planner and the wider scope of GPC facilities, so requirements were clearly confirmed by GOC. • Proposed date for next Pavilion Refurbishment meeting was 15th November. 	
23FC/128	To Approve Finance and Resource Management	For Decision

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23FC/128.1	To note payment of accounts under delegated approval	To Note
23FC/128.2	<p>To Approve payment of outstanding accounts due</p> <p>Approval: <i>Cllr Carney proposed. Cllr Clare seconded. Unanimous Approval.</i></p> <p>Debate Highlights: Cllr Carney noted he felt Staff Payment should be automatic. This issue will be brought to Dec Full Council. Detail was sought and provided by GPC on following payments:</p> <ul style="list-style-type: none"> • Damage to Red/White barriers • Hedge Flailing at Town End Nature Reserve • Rental of St John’s Field 	Approved
23FC/128.3	To Receive a report from Facilities Manager on Amounts paid in	Noted
23FC/129	Business items requiring a decision, or consideration by the Council	For Decision
23FC/129.1	<p>Council to receive update on meetings that took place on 02/11/2023 with:</p> <ul style="list-style-type: none"> - Hope CIC (Plans for land behind Girton College Recreation Ground) - CCC Highways & Girton College (Plans for Girton Rd/Huntington Rd junction) <p>Debate Highlights: Motion to be brought to Dec 2023 Council to write letter to CCC to confirm that GPC has not been consulted on the above. Council noted that Councillors could write to CCC as individual residents.</p>	Noted
23FC/129.2	<p>Council to note latest update on Local Government Pay Award with decision to pay staff in December 2023 payroll on 2nd December 2023 (ahead of December Full Council payment schedule) so that money is available in time for Christmas.</p> <p>Approval: <i>Cllr Carney proposed. Cllr Muston seconded. Unanimous Approval.</i></p> <p>Debate Highlights: Back pay to be calculated.</p>	Approved
23FC/129.3	<p>Council to consider and approve spend of £2,000 for Events Committee including Christmas Lights</p> <p>Approval for Amendment: <i>Cllr Carney proposed. Cllr Muston seconded. Unanimous Approval.</i></p> <p>Amended motion proposed to take into account Environmental concerns noted below: <i>Council to consider and approve general spend of £2,000 for Events Committee including Christmas Lights and to delegate drafting of guidelines to the Cllr Marshall and LNRP group.</i></p> <p>Debate Highlights: Cllr Marshall gave flavour of what is being asked of GPC. Business Case was included in the Agenda Pack. Cllr Carney asked what did Cllr Marshall envisage as being purchased. Cllr Marshall noted he had considered outdoor flood lighting which shined up/down the building. He considered the potential of loaning lights to residents and properties. He was looking at LED lights to minimize cost and be most climate friendly. The vision was ‘Light up Girton for Christmas.’</p>	Approved

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	<p>Cllr Muston noted the lighting company who had attended the CAPALC conference.</p> <p>Concerns were noted about:</p> <ul style="list-style-type: none"> • Disruption of wild-life, environment • Restriction of timing <p>Cllr Lampe noted the need for communication of the steps being taken around the above.</p>	
23FC/129.4	<p>Council to approve recommended quote for installation of Fire Alarm in Girton Pavilion</p> <p><u>Debate Highlights:</u></p> <p>GPC Clerk noted that she would recommend deferring due to</p> <ul style="list-style-type: none"> - Difference in cost of two quotes received. - Need to crack on with the Pavilion Refurbishment work and this work may be completed at same time. <p>Possible Motion to be brought to December Full Council.</p>	Deferred
23FC/129.5	<p>Council to introduce following policies which will be brought for approval in December 2023 Full Council</p> <ul style="list-style-type: none"> - Tree Policy - No Mow Summer <p><u>Debate Highlights:</u></p> <p>Cllr Giles noted that ‘No Mow Summer’ was a consultation document.</p> <p>Cllr Carney noted that the above should be considered by the Environment Committee ahead of December Full Council.</p>	Noted
23FC/129.6	<p>Council to consider and approve spend of for Tree work at:</p> <ul style="list-style-type: none"> - Weavers Field - Recreation Ground <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Linton seconded. Unanimous Approval.</i></p> <p><u>Note:</u> <i>£700 spend on Weavers Field, £400 spend for Recreation Ground tree was approved.</i></p> <p><u>Debate Highlights:</u></p> <p><u>Weavers Field</u></p> <p>Cllr Carney noted there had been little historical maintenance on the trees at Weavers Field.</p> <p>He noted the report from Argenta Tree Surveys that confirmed that there was one dead tree, and several others are starting to cause damage to a resident’s house.</p> <p>He noted that GPC had approved the commissioning of the Tree Survey to consider the responsibility for the trees and to inform a Tree Policy for GPC. He noted that whilst some precautionary work had been completed to look after GPC trees there was still some catch-up work as some issues had not been addressed for 10 years.</p>	Approved

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	<p>Cllr Lampe asked what we should do when trees are cut down. Cllr Carney noted that LNRP could consider how these are dealt with and when Council should replace them.</p> <p><u>Recreation Ground</u></p> <p>Cllr Carney noted that land ownership is in dispute.</p> <p>He noted that there was beginning to be damage caused to the bungalow next door.</p> <p>He noted that whilst no action had been taken by the resident. No action had been taken by the local authority either.</p> <p>He noted due to the land being on the Recreation ground next to land owned by GPC the recommendation was for GPC to deal with the tree in this instance.</p> <p>The next step would be to approach HM Land Registry to aim to register the land adjacent to Recreation Ground by Girton Parish Council.</p> <p>He confirmed that GPC were not taking responsibility for the tree.</p> <p>Also, mentioned was that GPC would be bringing other pockets of land that GPC had maintained for some while to HM Land Registry.</p> <p>There was discussion on the Kebab Van that had attended Girton in Nov 2022 being placed on the land, which could indicate that GPC felt the land belonged to them.</p> <p>Cllr Muston noted felt it was appalling that this issue had gone on for so long. The owner had reached out to Council and had not been able to identify the landowner.</p> <p>Cllr Muston highlighted the need to register land that GPC might own.</p> <p>It was agreed that no precedent is set by GPC currently paying for the tree it is because it is starting to affect our land and it has highlighted the need for GPC to be clearer on ownership of land. Action on tree to take place first and then the work with HM Land Registry.</p> <p>A motion around HM Land Registry applications will be brought to December Full Council.</p>	
23FC/129.7	<p>Council to review and approve current version of all Committee and Working Group 3-year plans ahead of 2024/2025 precept setting (LNRP 10-year Plan)</p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u></p> <p>GPC Clerk noted that this was to look at the 3-year plan and the 10-year LNRP Plan. Note that Keith Honor, Chair of LNRP attended the meeting. GPC Clerk presented an Excel worksheet to GPC which had been created from prioritization of all GPC tasks back to October 2021. Feedback has been received from 6 Councillors.</p> <ul style="list-style-type: none"> • Noted that the prioritization included perceived value of each task from each councillor and the perceived effort so that Council can identify the workload volume. • She noted this initial spreadsheet provided a baseline on which to calculate the precept for 2024/2025. • Next steps would be to tidy up identified duplicates and to add actual and estimated costs to allow an improved budget forecast to the end of the year and estimates for the next three years. • This would give Council a costed 3-year plan and a complete approved Book of Work for GPC. 	Approve

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	<ul style="list-style-type: none"> • *The goal for today was to sign-off the spreadsheet at this point in time for both Spreadsheet and LNRP 10-year plan included in the Agenda Pack. • Once the second phase was completed and signed off by each committee there should be no additional historic tasks which were missing from the GPC Book of Work. • Post the approval all new tasks generated by the Staff and Council team should go through this system so that we follow the task from inception to completion and have stats to monitor productivity and this is always accessible to GPC members. <p>Cllr Carney asked if they were approving the spreadsheet as an evolving process. GPC Clerk confirmed GPC was approving this at a point in time*. The council noted that the outline process was also being approved.</p> <p>The increased overview that this process and output would give to GPC was noted.</p>	
23FC/129.8	<p>Council to consider and approve following Survey Content:</p> <ul style="list-style-type: none"> - Local Highway Initiative 2024/2025 - Precept Survey 2024/2025 <p><i>Amended Motion: Council to consider and approve the following Survey Content and to delegate further specifics to the Clerk and Chair of Environment Committee and the Clerk and the Precept Survey to the Chair of Finance & Resource Management Committee.</i></p> <ul style="list-style-type: none"> - Local Highway Initiative 2024/2025 - Precept Survey 2024/2025 <p><u>Approval of Amendment:</u> Cllr Carney proposed. Cllr Clare seconded. Unanimous Approval.</p> <p><u>Debate Highlights:</u></p> <p>Cllr Muston noted that the surveys should not be delayed.</p> <p>Cllr Reeves noted the need for the LHI Survey to have clear detail on locations mentioned.</p>	Approve
23FC/130	<p>To Receive Correspondence addressed to the Council.</p> <ul style="list-style-type: none"> - Tree Issues at Recreation Ground (See 23FC/129.6) <p>Emails Noted:</p> <ul style="list-style-type: none"> • Email regarding the tree on Girton Recreation Ground (See above) • Cllr Carney - SCDC email about their concerns about a 4-day week. He noted that the initial email was marked confidential, so he did not circulate. • Cllr Muston – Email regarding 20mph limit. • Cllr Muston – Post on Facebook about Cyclist and traffic issues at Girton Corner. 	Noted
23FC/131	<p>To Approve Communication of items from this Agenda</p> <p><i>This item is designed to ensure that the Council can approve key items of communication from this meeting on Council Website, Facebook, and Twitter.</i></p>	Approved

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	Approval: <i>Cllr Carney proposed. Cllr Lampe seconded. Unanimous Approval.</i>	
23FC/132	Date of next meeting(s): 13 th December 2023 at 7.30pm	Noted
Meeting Ended: 21:43		