

# 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 14<sup>th</sup> February at 7.30pm**  
**VENUE:**                           **Girton Recreation Ground, Cambridge Road Girton**

**Members: 14        Vacancies: 1        Quorum: 5**

**MINUTES**

Agenda Item	Item Description	Action/ Power
<p><b>Members: [Eight]</b> Cllr Carney (Chair), Cllr Muston (Vice-Chair) Cllr Crawley, Cllr Giles, Cllr Hayat, Cllr Marshall, Cllr Reeves, Cllr Wright.  <b>Present:</b> Yvonne Murray (GPC Clerk), Angie Vidler (Facilities Manager)  <b>Members of Public: Ten</b> (including Cllr Marshall (CCC), Cllr Stobbart (SCDC), Cllr Garvie (SCDC))</p>		
<b>23FC/180</b>	<b>Welcome from the Chair</b>	
<b>23FC/181</b>	<p><b>To Receive Apologies and Reasons for Absence</b>                      Apologies: Cllr Betts, Cllr Brown, Cllr Clare, Cllr Lampe, Cllr Linton,</p> <p>Cllr Carney noted that Cllr Williams had not attended meeting for seven months since GPC began noting apologies. He therefore ceases to be a Councillor for Girton Parish Council under the six-month rule. Cllr Carney noted that he was welcome to apply to be co-opted back onto Council at any time.</p> <p>Cllr Carney noted that Cllr Williams had been on Girton Parish Council for many years. He had previously been chair of the Parish Council and had given a lot of time and effort for Girton and for the Parish Council. Everyone on Council thanked and acknowledged him for all his work for Girton.</p>	<b>Noted</b>
<b>23FC/182</b>	<b>To Co-opt new Members to Girton Parish Councillor</b>	<b>Not Applicable</b>
<b>23FC/183</b>	<b>To Receive Members' Declarations of Interest and Dispensations – None</b>	
<b>23FC/184</b>	<p><b>Public Participation</b></p> <p><b><u>Dave Fryer (Chairman of Girton Bowls Club)</u></b>                      Dave noted that three members of the Bowls Club were attending GPC this evening with a particular interest in Agenda Items 23FC/190.3 and 23FC/190.4. GBC hoped for a successful conclusion to these items to allow the order of a Club House/Pavilion at Wellbrook Way Bowling green.</p> <p>Dave noted that Wellbrook Bowling Green had been delivered for the village after many years of campaigning. Subsequently, a committee had been formed in the expectation that after two years facilities for the Bowling Green would be provided for GBC. This had not proved to be the case.</p>	

Agenda Item	Item Description	Action/ Power
	<p>To consider where GBC and GPC are now there seemed to have been a sea change in the Parish Council listening to residents. After a lot of hard work by GPC/GBC, including GTC, toilets for Bowling Green have now been ordered and a decision on whether to order a clubhouse/pavilion was on tonight's agenda.</p> <p>He felt there had been a total change in working with relationship with GPC and thanked the council for their support.</p> <p><b><u>Graham Clare, Environment question</u></b></p> <p>Graham attending as a member of the public and a member of Girton Bowls Club noted that in the Environment committee report, it was noted that GPC wished to declare a Climate Emergency in March Full Council. Whilst he noted that Climate change was an issue, he asked why the use of the work Emergency was used as it was emotive?</p> <p>Cllr Giles noted that Parish Councils are encouraged to consider 'Climate Emergency' and note their intent to consider all issues with Climate Change in mind.</p> <p>She noted the wording Climate Emergency is a description used which is outside Girton Parish Council's control.</p> <p>She noted that GPC could go to the Parish and ask their opinion regarding whether GPC should call a Climate Emergency.</p> <p>She confirmed if a Climate Emergency is approved in March 2024 Full Council, then the Parish Council have committed to put into place initiatives to mitigate some of the effects of Climate Change.</p>	
<b>23FC/185</b>	<b>To Receive Reports</b> <i>(for information only)</i>	<b>10 Mins</b>
<b>23FC/185.1</b>	<p><b>County Councillor</b></p> <p>Cllr Murphy confirmed CCC had approved their budget. She noted two positive issues included in the budget from her perspective:</p> <ul style="list-style-type: none"> <li>• More investment on Highways Maintenance, in fact £50k more over 2 years in recognition of the poor status of highways, footpaths, cycle paths, gulleys, drains.</li> <li>• Meal vouchers for children.</li> </ul> <p>She noted it was an achievement to set a balanced budget by CCC. Currently, there is incredible financial pressure, especially on County Councils. This pressure was increased by the incredible ramping up of the costs of social care, in particular children's children care. One case at CCC is costing £80k per week for 24/7 care. CCC cannot take easy action to mitigate these costs.</p> <p>Currently for next year something like eight out of ten County Councils feel they may not be able to set a balanced budget. When this is the case Councils are vulnerable to government stepping in and making cuts. CCC do not believe they will be in that position.</p>	

Agenda Item	Item Description	Action/ Power
	<p>Cllr Carney raised the need for GPC to circulate documentation released by CCC and SCDC so critical information is in the public domain. He noted the more we can boost this information the better and noted information on measles needed to be distributed. Cllr Murphy highlighted measles has now appeared in Cambridge.</p>	
<p><b>23FC/185.2</b></p>	<p><b>District Councillors</b></p> <p>Cllr Garvie noted the disquiet around parking outside Gretton School on the High Street and the fact it is narrowing High Street to one lane.</p> <p>Cllr Carney noted this was legal parking which was causing disruption to residents. He confirmed that GPC had approved and submitted an LHI bid to CCC to extend double yellow lines on that section of High Street. He confirmed GPC were aware of the problem and had taken action in the best way it could.</p> <p>Cllr Stobart noted the following:</p> <ul style="list-style-type: none"> <li>• <a href="#">Rural England Prosperity fund</a> This scheme is part of the Levelling up agenda for Capital projects. Individual projects can request up to £200k. He confirmed that money needed to be spent by March next year, so applications need to be pursued quickly. South Cambs Councillors were happy to facilitate as much as they are able.</li> <li>• There is currently lots of discussion around Planning process for Parish Council. Many applications are decided by one officer with delegated responsibility. He confirmed that Parish Council planning committees can request that applications go to Committee. He noted that there is a delegated planning decision meeting that decides if an application goes forward. This meeting is fully minuted. He encouraged GPC to request applications to go to Committee where needed. South Cambs Councillors are happy to attend Committees to support parish.</li> </ul> <p>Cllr Carney asked whether schemes already underway are eligible for the Rural England Prosperity Fund. Cllr Stobart was unsure and so noted it is a question that should be asked of SCDC.</p>	
<p><b>23FC/185.3</b></p>	<p><b>Girton Town Charity (No Report this month)</b></p>	
<p><b>23FC/185.4</b></p>	<p><b>Girton Neighbourhood Plan</b></p> <p>Andrew Muston (Girton Neighbourhood Plan Lead) highlighted:</p> <ul style="list-style-type: none"> <li>• GPC was awaiting confirmation of their grant application.</li> <li>• Communication with the village would take place on confirmation of receipt of the above led by Cllr Brown.</li> </ul>	
<p><b>23FC/185.5</b></p>	<p><b>Clerk's Report</b></p> <p>GPC Clerk noted that Council was now beginning to consider significant projects. She highlighted to Council if there was any item on the agenda that they were not ready to consider due to e.g. number of councillors present or a lack of information then it was fine to consider deferring these items and requesting more information as needed.</p> <p>She noted that post Council taking a lot of time reviewing and approving the budget the theme to consider was 'Optimum use of all assets owned by Council'.</p>	

Agenda Item	Item Description	Action/ Power
23FC/185.6	<p><b>Chair's Report</b> Cllr Carney confirmed he had nothing to add to his report. There were no questions.</p>	
23FC/186	<p><b>To Approve Minutes of Girton Parish Council Full Council Meetings:</b> 10<sup>th</sup> January 2024, 17<sup>th</sup> January 2024, 23<sup>rd</sup> January 2024.</p> <p><b>Approval of 17<sup>th</sup> January 2024 Minutes:</b> <i>Cllr Carney proposed. Cllr Reeves seconded. Seven in favour. One Abstention.</i></p> <p><b>Approval of 23rd January 2024 Minutes:</b> <i>Cllr Carney proposed. Cllr Reeves seconded. Seven in favour. One Abstention.</i></p> <p><b>Approval of 10<sup>th</sup> January 2024 Minutes:</b> <i>Deferred.</i></p>	<p><b>Approved</b></p> <p><b>Note: 10<sup>th</sup> January 2024 minutes deferred</b></p>
23FC/187	<p><b>Matters arising from Previous Meetings</b> <i>(for information only)</i></p>	<p><b>For Information</b></p>
23FC/187.1	<p><b>Action List: See items now complete below. Action list will be reviewed at Full Council</b></p> <p>23FC/160.3 - Pavilion Roof and Gully Cleaning now complete 23FC/160.4 – Outside Foodbank in St Vincent's Close run by Lighthouse Lantern Mental Health Training. 23FC/160.6 - CCC LHI Bid for 2024/2025 bid now submitted to CCC. 23FC/160.7 to 23FC/160.10 – Budget and Budgetary process now complete. Precept request now submitted to SCDC. See article in Feb Girton Parish News and Girton Village Community Website. Thank you to all GPC Staff members, Councillors and Girton organisations and residents for their help in completing these approved GPC tasks.</p> <p><b>Debate Highlights:</b> Cllr Reeves asked about the white lines that were due to be painted in Girton Recreation Ground car park and when they were due to be completed. See Item 23FC/190.6 Cllr Marshall noted that the project to fully mark out white lines on the car park should probably be delayed until after the car park was fixed.</p>	
23FC/187.2	<p><b>Any other Matters arising – A chance to raise any comments/concerns on previous agenda items</b></p>	
23FC/188	<p><b>To Receive update from GPC Committees &amp; Working Groups</b> <i>(For information only)</i></p>	<p><b>To Note</b></p>
23FC/188.1	<p><b>Environment Committee</b> Cllr Giles thanked Cllr Carney and GPC Clerk for their work on the LHI bid.</p>	
23FC/188.2	<p><b>Local Nature Recovery Working Group – Intention for No Mow Summer. On agenda for March 2024.</b></p> <p>Cllr Muston noted that hedges in the village had intruded onto pavements. She asked if it would be a good idea to contact people in the village and ask them to take action in cutting back these hedges? Cllr Carney noted that he had highlighted a list of areas where work was needed. Council agreed a reminder to residents was needed to cut back ahead of the bird nesting season.</p>	
23FC/188.3	<p><b>Footpath Officer's Report (No Report this month)</b></p>	
23FC/188.4	<p><b>Water Management Report (No Report this month)</b></p>	

Agenda Item	Item Description	Action/ Power
23FC/188.5	<p><b>Finance &amp; Resource Management Committee</b></p> <p>Cllr Muston noted that GPC is investing money in the Community, whilst other councils were cutting back. Cllr Carney noted the discussion on monies requested by Godfrey &amp; Hicks. GPC Clerk noted that would be discussed under the Finance items.</p>	
23FC/188.6	<p><b>HR Committee (to include CAPALC Report)</b></p> <p>Cllr Muston noted HR Committee would be considering making dates of GPC meetings more flexible including Full Council not always occurring on a Wednesday. She felt this may encourage more people to become Councillors. As Council now included Councillors with full time job, she hoped this would encourage councillors to have a better work life balance. Recommendation around this opportunity is to be included in HR meeting on 28<sup>th</sup> January.</p> <p>Cllr Muston noted the webinars she had been attending and urged other Councillors to attend or to register to receive the recordings of these webinars.</p>	
23FC/188.7	<p><b>Planning Committee (No Report This month)</b></p>	
23FC/188.8	<p><b>Sport &amp; Recreation Committee</b></p> <p>No questions were raised. Cllr Hayat, author of the report was not present.</p>	
23FC/188.9	<p><b>Events Working Group</b></p> <p>Date of next meeting confirmed as 14<sup>th</sup> March 2023.</p>	
23FC/188.10	<p><b>Wellbrook Way Facilities Task &amp; Finish Group</b></p> <p>Input by Dave Fryer (GBC Chair) under public participation was noted. No questions.</p>	
23FC/188.11	<p><b>Pavilion Refurbishment Task &amp; Finish Group</b></p> <p>Cllr Muston highlighted that the income streams of all clubs and generated by all GPC facilities needed to be reviewed to ensure that GPC can improve facilities available for Girton.</p> <p>Date of next meeting confirmed as 14<sup>th</sup> March 2023.</p> <p>Cllr Carney noted this Group had not met for some time.</p>	
23FC/189	<p><b>To Approve Finance and Resource Management</b></p>	<p><b>For Decision</b></p>
23FC/189.1	<p><b>To note payment of accounts under delegated approval</b></p>	<p><b>Noted</b></p>
23FC/189.2	<p><b>To Approve payment of outstanding accounts due</b></p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u></p> <p>Cllr Carney asked about the invoice for SafeSite Ltd for the hire of temporary barriers whilst awaiting the installation of Car Park bollards. GPC Clerk confirmed this was an invoice dated 31<sup>st</sup> August 2023 that had not been sent by the Company for the extended hire of the barrier whilst the bollards were being fitted. Safesite had sent a statement and GPC Clerk had identified an invoice needed to be sent. It thus appeared on the payment schedule for this month.</p> <p><u>Godfrey &amp; Hicks payment DEFERRED approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Seven in favour. One Abstention.</i></p>	<p><b>Approved</b></p> <p><b>Godfrey &amp; Hicks payment of retention was deferred subject to GPC seeking advice.</b></p>

Agenda Item	Item Description	Action/ Power
	<p><b>Debate Highlights:</b></p> <p>GPC Clerk explained the background to the invoice request for £1,406.88 retention payment from Godfrey &amp; Hicks who were the appointed builders under the original Pavilion Refurbishment project.</p> <ul style="list-style-type: none"> <li>• When GPC decided to cease the above project. GPC had written to LXA and Godfrey &amp; Hicks to ask if any money was owed.</li> <li>• It had been confirmed that this was not the case.</li> <li>• However, a bill for £1,406.88 has now been received from LXA on behalf of Godfrey &amp; Hicks.</li> <li>• GPC Clerk had spoken to LXA and Godfrey and Hicks by phone on 29<sup>th</sup> January 2024 to ask if either of them was interested in quoting for the Master planning work. They were not interested in this work, but LXA confirmed they could provide suggestions for companies who may be interested. GPC Clerk highlighted to LXA &amp; Godfrey &amp; Hicks the email exchange in 2023 where both companies had confirmed by email there was no money outstanding from GPC for the project. <ul style="list-style-type: none"> <li>• LXA confirmed that this money needed to be paid to Godfrey &amp; Hicks. No money was due to LXA.</li> <li>• Godfrey &amp; Hicks confirmed that as a gesture of goodwill he would be happy to work with GPC's contractors when the master planner reached that stage.</li> <li>• GPC Clerk confirmed she would raise to Council.</li> </ul> </li> <li>• GPC Clerk noted how important and proactive Godfrey &amp; Hicks had been in highlighting and supporting possibilities as GPC Council made their decision as to whether to cease the previous project.</li> </ul> <p>Cllr Muston noted her concerns about LXA responses during the original project and the lack of success of the Value engineering exercise. A significant amount of money had been paid for this work that did not come to fruition. She asked Council to consider whether this bill should be paid by GPC.</p> <p>Cllr Reeves asked about the details of the payment. Council reviewed the payment and Angie Vidler pointed out the reason was stated as retention. Council then confirmed they were happy with the details provided.</p> <p>Cllr Marshall noted he was not sure where GPC stood legally regarding payment. He felt legal advice may be needed.</p> <p>Cllr Carney noted he felt that Council was not yet able to approve the £1,406.88 payment. He felt we should seek advice. This payment was deferred subject to GPC Clerk seeking advice.</p>	
<b>23FC/189.3</b>	<b>To Receive a report from Facilities Manager</b> on Amounts paid in	<b>Noted</b>
<b>23FC/189.4</b>	<p><b>Council to consider and approve removal of all Councillors who have now left Girton Parish Council from Cambridge Building Society accounts.</b></p> <p><b>Mrs J Buckler, Mr D de Lacey, Ms R C Barnes, Mrs C S Pollock</b></p> <p><b>Approval:</b> <i>Cllr Carney proposed. Cllr Muston seconded. Unanimous Approval.</i></p> <p><b>Note:</b> Motions 23FC/189.4 &amp; 189.5 were taken together.</p>	<b>Approved</b>

Agenda Item	Item Description	Action/ Power
23FC/189.5	<p><b>Council to consider and approve removal of all Councillors who have now left Girton Parish Council from Melton Mowbray Building Society account.</b>  <b>Mr D de Lacey, Mrs V Godby, Ms R C Barnes, Mrs C S Pollock</b>  <u>Approval:</u> <i>Cllr Carney proposed. Cllr Reeves seconded.</i></p> <p><u>Approval for Amended Motion:</u> <i>Cllr Carney proposed. Cllr Muston seconded. Unanimous Approval.</i></p> <p><u>Amended Motion:</u>  <b>Council to consider and approve removal of all Councillors who have now left Girton Parish Council from Cambridge Building Society accounts.</b>  <b>Mrs J Buckler, Mr D de Lacey, Ms R C Barnes, Mrs C S Pollock, Mr H Williams</b></p>	Approved
23FC/189.6	<p><b>Council to consider and approve addition of following signatories to Cambridge Building Society accounts: Cllr Muston, Cllr Carney, Cllr Hayat, Cllr Marshall</b></p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Reeves seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u>  Cllr Carney noted the rationale for including the above Councillors as signatories. He noted that four signatories are the maximum number for an account.</p>	Approved
23FC/189.7	<p><b>Council to consider and approve addition of following signatories to Melton Mowbray Building Society accounts: Cllr Muston, Cllr Carney, Cllr Hayat, Cllr Marshall.</b></p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Reeves seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u>  Cllr Carney noted the rationale for including the above Councillors as signatories. He noted that four signatories are the maximum number for an account.</p>	Approved
23FC/189.8	<p><b>Council to approve proposal to move Girton Parish Council funds to higher interest savings product. Note: Proposal submitted by Cllr Carney to be included in February Full Council Agenda Pack</b></p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous Approval.</i></p> <p><u>Debate Highlights:</u>  Cllr Carney noted that GPC would lose access to money invested in this account for one year but would receive a much better rate of return.  He stated that in an absolute emergency then GPC could take out a short-term loan which could be paid back at the end of a year.</p>	Approved
23FC/189.9	<p><b>Council to approve obtaining debit cards for current bank account and any future accounts for: Facilities Manager, Groundsman, Parish Ranger, Local Nature Recovery Group chair. Note: Process for use of these cards will be created and brought to March Full Council.</b></p> <p><u>Approval:</u> <i>Cllr Carney proposed. Cllr Muston seconded. Unanimous Approval.</i></p>	Approved

Agenda Item	Item Description	Action/ Power
	<p><b><u>Debate Highlights:</u></b></p> <p>Cllr Carney noted cards were required for team members who regularly need to make purchases. The cards would allow the process of routine purchases to be streamlined. A process for how these cards could be used would come to March Full Council.</p> <p>Cllr Reeves asked if it was possible for GPC to use credit cards rather than debit cards which may afford more protection. GPC Clerk confirmed they had investigated some months ago and the answer was no, but she would look again. Angie Vidler confirmed these cards also allowed money to be paid into accounts.</p>	
<b>23FC/190</b>	<b>Business items requiring a decision, or consideration by the Council</b>	<b>For Decision</b>
<b>23FC/190.1</b>	<p><b>Council to consider and approve trial use of online Application for Girton residents to report and view progress of reported issues. The purpose of this application is to further improve openness and transparency of the work of Girton Parish Council and to support the work of Office and Ground staff including the new Parish Ranger. See separate PowerPoint presentation on Girton Village Community website:</b></p> <p><a href="https://www.girton-cambs.org.uk/wp-content/uploads/2024/02/RePort.pdf">https://www.girton-cambs.org.uk/wp-content/uploads/2024/02/RePort.pdf</a></p> <p><b><u>Approval:</u></b> Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</p> <p><b><u>Debate Highlights:</u></b></p> <p>Cllr Carney suspended Standing Orders for Gideon, a Girton resident to present the online application he had developed in response to a possible improvement in GPC process. He had noted the potential for this application working with GPC Clerk on an issue he had highlighted to Council.</p> <p>He noted that he was doing the work as a volunteer to give back to Girton, where he had lived for the last seven years.</p> <p>The following benefits of the application were presented:</p> <ul style="list-style-type: none"> <li>• Ability to streamline communication and increase transparency of issues in Girton and GPC workload.</li> <li>• The APP would reduce the significant volume of emails currently being received by Council.</li> <li>• Cllr Marshall confirmed he had tested the application and found it brilliantly easy.</li> <li>• Cllr Giles asked if any other software could be used. Gideon confirmed that he had knowledge of Amazon software and therefore the work could be progressed quickly.</li> <li>• Cllr Muston thanked Gideon for all the time he had put into developing the application, for having the idea and for bringing it to council. She noted the time that Council spent on emails and communications.</li> <li>• Cllr Wright noted the potential of this application in supporting GPC operational workload could be limitless.</li> <li>• Cllr Giles asked about responsibilities of CCC and SCDC that may be reported (incorrectly) to GPC. Gideon confirmed these could be forwarded, potentially automatically via the system.</li> <li>• Cllr Crawley suggested that a use case analysis would be useful to add to the slide deck.</li> <li>• Cllr Carney noted the need to establish ownership of the tool. Gideon confirmed it was currently in an account and domain he owned.</li> </ul>	<b>Approved</b>



Agenda Item	Item Description	Action/ Power
	<ul style="list-style-type: none"> <li>• Cllr Carney also noted the key person risk if GPC did not have someone who could support the software. Gideon confirmed this needed to be considered.</li> <li>• GPC Clerk noted this application was a further addition to GPC’s data governance tools. This would allow Council and the Community all to contribute in highlighting the priorities and issues for GPC. It would also allow via the Dashboard functionality to enable the Community to have much greater oversight of: <ul style="list-style-type: none"> <li>• Workload of Girton Parish Council.</li> <li>• Speed of response to issues raised.</li> <li>• Determination of priorities of Staff Team including Parish Ranger.</li> <li>• Outstanding work for Council.</li> </ul> </li> </ul> <p>Having considered the above Council then approved of use of the application on a test basis as per the motion presented.</p>	
23FC/190.2	<p><b>Council to consider and approve quote to appoint a Master Planner for GPC to plan GPC Facilities Management. The Pavilion Refurbishment project specification and implementation being a priority requirement ideally being started in 2024.</b></p> <p><b><u>Approval:</u></b> <i>Cllr Marshall proposed. Cllr Reeves seconded. Unanimous Approval.</i></p> <p><b><u>Debate Highlights:</u></b></p> <p>Cllr Carney noted there were two quotes for this item. He asked if Council believed they understood the purpose of a master planner and Council confirmed they did. GPC Clerk confirmed that two additional quotes had been sought from Perkin &amp; Will and PCH Associates. (See Business case). Cllr Carney asked if there was any reason why the less expensive quote should mean less work was covered. GPC Clerk confirmed further questions had been asked of Wilby and Burnett and the same work would be covered. It appeared that the quotes were like for like. She confirmed that the master planners should consider all requirements and potential for GPC assets and then present potential priorities to Council. Once these considerations were taken into account, then GPC could move on with the required work. Cllr Muston commented on the size of Northmore’s quote. She understood from emails received that high quotes had been received from them before. GPC Clerk confirmed that she felt that Northmores were excited to quote for this project. GPC Clerk confirmed the need to ensure Social Value and optimum use of GPC Assets on all projects so that projects undertaken gave benefit to as many Girton residents as possible. She noted the need for the master planner to get the requirements of all groups. The job of the master planner is then to distill those requirements and move on with the prioritized deliverables. Cllr Carney raised the proposal of an amendment to reflect the holistic nature of this project. This amendment would exclude the Pavilion refurbishment from the motion so that it was clear that this motion was wider than just Girton Pavilion. He confirmed that all facilities need to be looked at as part of the project. GPC Clerk cautioned against an amendment as the Pavilion refurbishment has been a priority for Girton for many years. This amendment was not seconded. However,</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p>the wider scope of the project was noted. Cllr Carney noted that in this master planning exercise GPC should be sure the Pavilion refurbishment is in fact a priority.</p> <p>Cllr Marshall noted his involvement in bringing forward consideration of a Master Planner. He noted that it became increasingly apparent that the Pavilion could not be separated from its surroundings when planning and listing requirements. He stated that GPC need to manage our surroundings to the very best advantage for Girton. The Pavilion is likely to remain a priority as it services most of the Recreation Ground user groups and teams. He felt that when money is spent GPC needs to spend to the best possible advantage and benefit to the village. In addition, a realistic income stream is required from all assets to allow investment for the future. Environmental sustainability also needs to be regarded as a priority. If GPC should triple the number of people coming to the pavilion, (which would still not be a huge amount) he noted the need for significant extra car parking. That is why Cllr Marshall had always felt that a master planner was so important in this exercise. He noted that the pavilion project should not be diminished in any way. The Pavilion project, however, needed to be completed in alignment with other surroundings.</p> <p>GPC confirmed the next stage was to confirm to Wilby &amp; Burnett they had been successful in their quote and to put together a set of stakeholders who would be working with Wilby &amp; Burnett to identify initial requirements.</p>	
23FC/190.3	<p><b>Council to consider and approve quote for legal advice on Human Resources and Employment following approval of 23FC/115.9 approved in 11<sup>th</sup> October 2023 meeting. See October 2023 Approved Minutes:</b></p> <p><a href="https://www.girton-cambs.org.uk/wp-content/uploads/2023/12/Girton-Parish-Council-@Full-Council-Approved-Minutes-11th-October-2023-at-7.30pm.pdf">https://www.girton-cambs.org.uk/wp-content/uploads/2023/12/Girton-Parish-Council-@Full-Council-Approved-Minutes-11th-October-2023-at-7.30pm.pdf</a></p> <p><b>Approval:</b> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</i></p> <p><b>Debate Highlights:</b></p> <p>GPC Clerk confirmed that the worknest support would significantly reduce the work on compliance at GPC. She noted that she had contacted CAPALC, and they had confirmed Worknest was regarded as a specialist service and therefore only one quote was provided for Council to consider.</p> <p>GPC noted that Cllr Muston and herself had attended many webinars on Parish Council compliance requirements and Worknest for her had proved the best and most information. Cllr Muston confirmed this was the case.</p> <p>GPC Clerk confirmed the scope of the support provided by Worknest (See Business Case). She noted that this was another addition to the Data Governance tools of GPC.</p> <p>Cllr Giles asked if this software/support would allow a required grazing contract to be put in place for which GPC had been working for a year and a half. GPC Clerk confirmed it would.</p> <p>Cllr Marshall stated he had listened to all the videos supplied by Worknest and circulated by GPC Clerk and noted the need for such support for Girton. At a cursory glance at all videos, he thought the software looked intuitive and simple to work with.</p>	Approved

Agenda Item	Item Description	Action/ Power
	<p>Cllr Muston noted that Work nest provided specialist support that HR department had been requesting over the past 18 months and gave us a partnership for continuous immediate access where needed.</p>	
23FC/190.4	<p><b>Following a GPC workshop held on 8<sup>th</sup> February 2024 including members of Finance Committee and GPC Members of the Wellbrook Way Task &amp; Finish Group, Council to consider and approve income to be received from Girton Bowls Club for 2024/2025 only and for placement of order for a Clubhouse/Pavilion on Girton Bowling Green at Wellbrook Way.</b></p> <p><i>Note: Paper from Girton Bowls Club to be included in Full Council Agenda Pack. Heads of Terms for Bowling Green still to be completed and brought to Council for approval in a subsequent Full Council meeting. Review of Terms &amp; Conditions and Charges for all Sports users to be key priority for Girton Parish Council during 2024/2025. Thank you to Girton Bowls Club for their continuing discussions and help in bringing this project to fruition.</i></p> <p><b><u>Approval:</u></b> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</i></p> <p><b><u>Debate Highlights:</u></b></p> <p>Cllr Carney thanked GPC Clerk, Councillors and GPC Bowls Club for all their work. He noted the focus that has been placed on Value for Money (Vfm) to ensure that all GPC facilities were sustainable.</p> <p>He noted and thanked Dave Fryer for negotiating the discount on the club house that would be held to 15<sup>th</sup> February if this item was to be approved.</p> <p>The £2,600 income from GPC bowls club for 2024/2025 provided a return on investment for the club house.</p> <p>Cllr Muston noted that GPC/GBC had carried out due diligence on this project and this process had considered the need for these facilities to benefit as much as possible the whole village.</p>	Approved
23FC/190.5	<p><b>Council to consider and approve delegation to GPC Facilities Manager working with Girton Bowls Club to obtain quotes for chairs, tables and any other furniture required for Wellbrook Way Facilities.</b> <i>Funding request to be brought to March Full Council.</i></p> <p><b><u>Approval:</u></b> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</i></p>	Approved
23FC/190.6	<p><b>Council to consider and approve recommended quote to flush out the drains in Girton Pavilion Car Park to prevent Flooding.</b></p> <p><b><u>Approval:</u></b> <i>Cllr Carney proposed. Cllr Giles seconded. Unanimous approval.</i></p> <p><b><u>Debate Highlights:</u></b></p> <p>Cllr Reeves noted Cllr Williams’ comments about connection of a soakaway.</p> <p>Cllr Marshall stated that when GPC were considering the Car Park bollards it had been confirmed that a significant part of the reason for the flooding was the disjoint in the car park surfacing in joining up to the car park. To fully resolve this may need significant work. The surface of the car park may need to be scraped back to look at connection to the soakaway.</p> <p>GPC Clerk confirmed that this was a short-term project to clear the drains as the groundsman and the contractor though this may make a difference.</p>	Approved

Agenda Item	Item Description	Action/ Power
	Cllr Marshall noted that the project to fully mark out white lines on the car park should probably be delayed until after the car park was fixed.	
23FC/190.7	<p><b>Council to note that Fire Alarm to meet requirements of Fire Assessment and noted in 2023/2024 Budget to be ordered by GPC Clerk following approval of 23FC/115.3 in 11<sup>th</sup> October meeting.</b></p> <p><a href="https://www.girton-cambs.org.uk/wp-content/uploads/2023/12/Girton-Parish-Council-@Full-Council-Approved-Minutes-11th-October-2023-at-7.30pm.pdf">https://www.girton-cambs.org.uk/wp-content/uploads/2023/12/Girton-Parish-Council-@Full-Council-Approved-Minutes-11th-October-2023-at-7.30pm.pdf</a></p> <p><b>Debate Highlights:</b></p> <p>Cllr Carney noted two quotes had been received.</p> <p>GPC Clerk noted that the budget line for this item was up to £8,445 for this item. She also highlighted the work being carried out to complete the requirements on the recent Fire Risk Assessment by GPC Parish Ranger.</p>	Noted
23FC/190.8	<p><b>Council to approve investigation and implementation of Instagram account to be led by GPC Facilities Manager.</b></p> <p><b>Approval:</b> <i>Cllr Carney proposed. Cllr Reeves seconded. Unanimous approval.</i></p>	Approved
23FC/191	<p><b>To Receive Correspondence addressed to the Council.</b></p> <p>No Correspondence presented to Council.</p>	Noted
23FC/192	<p><b>To Approve Communication of items from this Agenda</b></p> <p><i>This item is designed to ensure that Council can approve key items of communication from this meeting on Council Website, Facebook, and Twitter.</i></p> <p><b>Approval:</b> <i>Cllr Carney proposed. Cllr Marshall seconded. Unanimous approval.</i></p>	Approved
23FC/193	Date of next meeting(s): 13 <sup>th</sup> March 2024 at 7.30pm	Noted
Meeting Ended: 21:34		