

# GIRTON PARISH COUNCIL

Clerk: Mrs. Yvonne Murray  
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The Pavilion  
Girton Recreation Ground  
Cambridge Road, Girton  
Cambridge, CB3 0FH

**NOTICE of MEETING:** GIRTON PARISH COUNCIL  
**MEETING** FULL COUNCIL  
**DATE & TIME:** Wednesday 12<sup>th</sup> March 2025 at 7pm  
**VENUE:** Girton Recreation Ground, Cambridge Road Girton

All Members of the Council are hereby summoned to attend for the purpose 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 Bajpai, Cllr Brown, Cllr Clare, Cllr Crawley, Cllr Hayat, Cllr Lampe, Cllr Linton, Cllr Marshall, Cllr Reeves.

Mrs. Yvonne Murray – Clerk to Girton Parish Council  
5<sup>th</sup> March 2025

*Y J Murray*

## AGENDA

Agenda Item	Item Description	Action/ Power
24FC/164	Welcome from the Chair	
24FC/165	To Receive Apologies and Reasons for Absence	For Decision
24FC/166	To Receive Members' Declarations of Interest and Dispensations	To Note
24FC/167	<b>Public Participation</b> <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
24FC/168	To Receive Reports <i>(for information only)</i>	10 Mins
24FC/168.1	County Councillor	
24FC/168.2	District Councillors	
24FC/168.3	Girton Town Charity (No Report this month)	
24FC/168.4	Girton Neighbourhood Plan	
24FC/168.5	Clerk's Report	
24FC/168.6	Chair's Report	
24FC/169	To Approve Minutes of Girton Parish Council Full Council Meetings: 25 <sup>th</sup> February 2025.  <i>(Note: No Minutes from 12<sup>th</sup> February 2025 as meeting was not held as it was not quorate.)</i>	For Decision

Agenda Item	Item Description	Action/ Power
24FC/170	Matters arising from Previous Meetings <i>(for information only)</i>	To Note
24FC/170.1	Action List	
24FC/170.2	Any other Matters arising – A chance to raise any comments/concerns on previous agenda items	
24FC/171	To Receive update from GPC Committees & Working Groups <i>(For information only)</i>	To Note
24FC/171.1	Environment Committee	
24FC/171.2	Local Nature Recovery Working Group	
24FC/171.3	Footpath Officer's Report	
24FC/171.4	Water Management Report	
24FC/171.5	Finance & Resource Management Committee	
24FC/171.6	HR Committee (to include CAPALC Report)	
24FC/171.7	Planning Committee	
24FC/171.8	Sport & Recreation Committee	
24FC/171.9	Events Working Group	
24FC/171.10	Wellbrook Way Facilities Task & Finish Group	
24FC/171.11	Pavilion Refurbishment Task & Finish Group	
24FC/172	To Approve Finance and Resource Management	For Decision
24FC/172.1	To note payment of accounts under delegated approval	To Note
24FC/172.2	To Approve payment of outstanding accounts due	For Decision
24FC/172.3	To Receive a report from Facilities Manager on Amounts paid in	To Note
24FC/172.4	Council to consider and approve CAPALC Affiliation Fee 2025/2026 for £944.74 (including an optional fee of £50.00) for Data Protection Officer Membership Scheme.	For Decision
24FC/173	Business items requiring a decision, or consideration by the Council	For Decision
24FC/173.1	Council to note the materials currently prepared by Wilby & Burnett and progress to date, including meeting of Rec users on 5 <sup>th</sup> March 2025.	To Note
24FC/173.2	Council authorizes GPC Clerk to suspend Girton Parish Council byelaws that forbid vehicles or tents on the Recreation Ground during the week of VE Day and Girton Feast. <a href="https://www.girton-cambs.org.uk/wp-content/uploads/2022/05/girton-scan.pdf">https://www.girton-cambs.org.uk/wp-content/uploads/2022/05/girton-scan.pdf</a>	For Decision
24FC/173.3	Council delegates preparation of Girton Feast stalls and celebrations of VE Day to members of Events Committee and GPC Clerk to include a budget of £500 excluding VAT.	For Decision
24FC/173.4	Council to consider and approve undertaking a Topographical Survey using Terrain Surveys at a cost of £3,630.00 net of VAT to support the project being undertaken by Wilby & Burnett	For Decision
24FC/173.5	Council to consider and approve proposal for No Mow Summer considering input from LNRP & Village Residents.	For Decision
24FC/173.6	Council to approve quote for Scribe Booking system at a cost of £279 (initial fee) and £35.00 monthly payments net of VAT.	For Decision
24FC/173.7	Council to approve Scribe Asset Management system at a cost of £585.00 (initial fee and £81.00 monthly payments net of VAT.	For Decision
24FC/173.8	Girton Parish Council to consider and approve principles and implement actions for: Way We Work principle - Share.  1. Sharing Information with/for GPC	For Decision

Agenda Item	Item Description	Action/ Power
	<p><b>2. Sharing Community Information</b></p> <p>See supporting presentation from GPC Way We Work workshop of 26<sup>th</sup> February 2025.</p>	
24FC/173.9	<p>Girton Parish Council to consider and approve principles and implement actions for: Way We Work principle - Plan.</p> <p>Creation and implementation of Master Documents to be stored on MS365, available at all times:</p> <p>See supporting presentation from GPC Way We Work workshop of 26<sup>th</sup> February 2025.</p>	For Decision
24FC/173.10	<p>Girton Parish Council to consider and approve principles and implement actions for: Way We Work principle - Engagement.</p> <p>1. GPC Event-Driven workshops for councillors 2. Increased use of MS365 for preparation of materials</p> <p>See supporting presentation from GPC Way We Work workshop of 26<sup>th</sup> February 2025.</p>	For Decision
24FC/173.11	<p>Girton Parish Council to consider and approve principles and implement actions for: Way We Work principle - Analysis.</p> <p>1. All GPC information to be documented and available. 2. Increased use of MS265 for Storage and Collaboration 3. Next Steps on data Analysis</p> <p>See supporting presentation from GPC Way We Work workshop of 26<sup>th</sup> February 2025.</p>	For Decision
24FC/173.12	<p>Girton Parish Council to consider and approve principles and implement actions for: Way We Work principle - Key Performance Indicators (KPI)</p> <p>Next Steps on KPI</p> <p>See supporting presentation from GPC Way We Work workshop of 26<sup>th</sup> February 2025.</p>	For Decision
24FC/173.13	<p>Girton Parish Council to consider and approve an Extra Ordinary Meeting on March 26<sup>th</sup> to consider and approve next steps on the work required for Environmental Maintenance at Wellbrook Way, Rec and land behind Pepys Close quotes received for:</p> <p>1. General after-care and management of Wellbrook Way Green Spaces 2. Planting of Wellbrook Way area including Play Park (recently improved) 3. Tree-work required at Wellbrook Way, Recreation Ground and Tree work on land behind Pepys Close 4. Any other work arising at this time</p>	For Decision

Agenda Item	Item Description	Action/ Power
	For the last couple of weeks GPC Staff Team have been working to gather required quotes for review. This meeting is called so that this work can be carried out as soon as possible.	
24FC/173.14	<p>Girton Parish Council to input dates free to meet in April to Doodle poll so that we can meet to discuss next steps on:</p> <ol style="list-style-type: none"> <li>1. Highways Work</li> <li>2. Way, we Work Principles of Analyse &amp; KPI</li> </ol>	For Decision
24FC/173.15	Council to consider and approve a quote by Purple Flowers for a spend of £125.00 to begin to remove Hemlock at Girton Road Bus-Stop also used by Impington Village School Students for School Bus.	For Decision
24FC/174	Council to receive Correspondence	To Note
24FC/175	<p><b>Public Participation</b></p> <p><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></p>	15 Mins
24FC/176	<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 X (formerly known as Twitter).</i></p>	For Decision
24FC/177	Date of next meeting(s): April 9 <sup>th</sup> 2025	To Note