

GIRTON PARISH COUNCIL

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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 26th November 2025 at 7pm**
VENUE: **Girton Recreation Ground, Cambridge Road Girton**

Members: 10 **Vacancies: 5** **Quorum: 5**

MINUTES

Agenda Item	Item Description	Action/Power
<p>Members: [Seven] Cllr Marshall (Chair), Cllr Bajpai, Cllr Hayat Cllr Muston, Cllr Reeves, Cllr Richards, Cllr Tasioulas Present: Yvonne Murray (GPC Clerk/RFO), Angie Vidler, (Facilities Manager) Members of the Public: Five (Including Cllr Murphy (CCC) and Cllr Garvie (SCDC))</p>		
25FC/143	<p>Welcome from the Chair Cllr Marshall thanked everyone who had been able to attend and come out in the cold. He noted that everyone who could be at the meeting tonight was here. He noted the theme of the meeting was Compliance & Governance and noted the volume of work that was brought forward tonight for consideration. He noted that Council would try and complete Planning Meeting planned for 6.30pm at the end of the meeting. The 6.30pm meeting was not quorate.</p>	
25FC/144	<p>To Receive Apologies and Reasons for Absence Cllr Brown (personal), Cllr Carney (personal), Cllr Crawley (personal), Cllr Dickson (personal), Cllr Linton (personal). <i>Cllr Marshall asked GPC if the Apologies for Absence had been received in good time. It was noted that if possible earlier confirmation would be incredibly useful. He noted the work involved in putting meeting together and the effort all Councillors and staff made to come to the meeting.</i></p>	Noted
25FC/145	<p>Co-option of new Parish Councillors <i>Compliance: Co-option process follows Local Government Act 1972, Schedule 12.</i></p>	Not Applicable
25FC/146	<p>Date of next meeting(s): Thursday, December 18th, 2025. Council confirmed that 18th December was the best date for December meeting. Cllr Garvie confirmed that Cllr Stobart was away for month of December. Cllr Marshall noted the incredible lengths Ann went to attend the meeting and thanked her for that. He noted that the meeting would be as short as possible and this would be followed by an after-meeting get together for Council and for wider community who would like to attend.</p>	Noted
25FC/147	<p>To Receive Members' Declarations of Interest and Dispensations – None <i>Item recorded in accordance with Localism Act 2011 and GPC Standing Orders.</i></p>	Noted
25FC/148	<p>Public Participation</p>	

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	<p><u>Girton Scouting Group</u></p> <p>Item taken after 25FC/149.3 as Shantal and Greg from Girton Scouting group had attended the meeting with business requirements for Girton Scouting Group.</p> <p>Cllr Marshall thanked them for going to the trouble of preparing a business case. Shantal gave a copy of their Business Case to each Council member.</p> <p>Shantal provided the following update:</p> <ul style="list-style-type: none"> • Group has been formed for 3 years • Group is growing over time. • She noted that the group does not have the ability to: do scouting things, e.g. camping, making fires, things which are ordinarily encouraged by Scouts, Beavers, Brownies. • One of the limitations is that they are in a hall. Great space but does not provide what is needed. • Ideal is to grow the Scouting organization in Girton to give young people more and to open up to larger groups. That opportunity for growth with existing facilities does not exist. • They are looking for pieces of land, small pieces of land that they could use. • These young people need an outlet to do all these things. • Their desire is land. • Fundraising would be carried out by scouts. They would approach Council, local businesses, residents to encourage all children of Girton to have a healthy outside environment that was safe. <p>Cllr Marshall thanked Shantal and Greg for bringing their business case to GPC. He noted their request was very timely. He noted that GPC was looking at the land that they have and any development on that to increase GPC assets and to also look at land procurement. He noted the importance of the request that he felt is not only important to young people but the whole community. He felt as an individual that GPC may support the request in principle.</p> <p>He noted that GPC was currently working towards a Groundskeeper compound and there may be inside space in that. He noted GPC may consider a Men's Shed. He was hoping there would be space for community use. He reinforced that everything GPC develops should be for public use. He noted if they were looking for devoted space for Scouting, he as an individual would support that. <i>[Action: he asked SCDC and CCC if they might know of any grants for this project].</i></p> <p>Cllr Reeves asked which hall was currently used for Scouting groups. Shantal confirmed it was the Cotton Hall. She noted that their concern was not just the size of the hall, outside cooking and activities may be more important to them. She noted 'Out was more important than In' at this stage.</p> <p>Cllr Reeves mentioned the space next to Girton Glebe including woodland was mentioned in the Business Case. He noted he was possibly going to bring up the topic of that land in this meeting as our County Councillors were here today. He noted that the actual land was gifted and the actual freehold title of those woods was with Girton Glebe School. He noted that Girton Glebe had been trying for at least two years to get that lease signed off. There was about a year of price debate and apparently the lease was now agreed, approximately 5 months ago, but the lease is</p>	

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	<p>still required to be signed off. He noted Girton Glebe had a significant interest in Forest Schools and is keen on adopting the land. He noted the land was let to them on a freehold hold title. Adam Smart is keen to get involved in Forest Schools for use during the school day. However, outside activity outside the school day might be very beneficial. He raised the possibility of the scouting group possibly co-funding for use of that area. He noted that it could be mutually beneficial to both Girton Glebe and the Scouts.</p> <p>Shantal noted the aim is to support young people. She noted sharing that facility could be a real opportunity. Cllr Reeves noted the potential of separate access from e.g. Marks Way. Cllr Marshall asked if Council land would have to be accessed and Cllr Reeves confirmed this would not be needed. Shantal noted that they would be very happy to discuss it.</p> <p>Cllr Bajpai noted that Trumpington scouts were running inside the school. Shantal noted encouraging discussion between school and scouting groups is important. Cllr Bajpai agreed that the relationship between organisations is important.</p> <p>Cllr Marshall noted the old Scout Hut in Girton was historically situated in a very similar location in Girton. Graham Clare a local resident, would be a great person to talk to about this. Shantal felt that possibility of a location close to the historic location would be amazing.</p> <p>Cllr Marshall also noted the location at St Vincent’s Close community centre as a possible temporary location. He also noted that access for the scouts to the Community Garden at St Vincent’s close may be of interest. Shantal noted the Gardening Badges. She noted they had young people living in St. Vincent’s Close.</p> <p>Cllr Muston noted that she was one of the judges for the Rotary Young Writer’s competition. The closing date is 1st of March 2026. The title this year is ‘Happiness in Nature’. She asked if cub/scouts would like to get involved and would reach out to Shantal.</p> <p>Angie showed the map of the entrance to Marks Way to GPC and Scouts.</p> <p>[Action: Cllr Reeves and Cllr Muston to follow up with Shantal by 15 Dec]</p>	
25FC/149	To Receive External Reports <i>(for information only)</i>	10 Mins
25FC/149.1	<p>County Councillor County-Councillor-report-November-2025-Bar-Hill-Division.pdf</p> <p>Cllr Marshall thanked Cllr Murphy for her report, and he noted that Cllr Murphy had noted some of the challenges. Cllr Murphy responded it was important to make those apparent in her report. She noted that CCC was different to SCDC in that CCC had not reserves and significant statutory responsibilities. SCDC has more reserves and fewer statutory responsibilities.</p> <p>Cllr Marshall asked if there was anything specific to Girton that Cllr Murphy wished to raise? Cllr Murphy confirmed there was, but it was not in her current report due to lack of time.</p>	

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	<p>She confirmed she had followed up on the issue Cllr Carney had raised in the last meeting. She had followed up with the Rights of Way. The long-standing concern about the way that the A14 disrupted Rights of Way in Girton. It extinguished some and did not replace them. She had spoken to the resident Stephen Kell who had consistently been collecting much information on this topic. Cllr Murphy and Stephen met with CCC County Officers. She noted that Stephen had done a brilliant job in the meeting and officers were able to assist. <i>[Action]: One of Cllr Murphy's actions is to follow-up on ransom strips owned by colleges which could unblock some alternative routes for Girton.</i></p> <p>GPC Clerk asked if GPC could meet with Cllr Murphy and SCDC Councillors as they put their budget together for 2026/27. She noted that GPC had some incredibly large projects to consider e.g. Pavilion Refurbishment, requirement for Burial Space, Active Travel. She also confirmed that Cllr Stobart had raised some possibilities for these projects in the two previous Full Council meetings. She felt that one of the most impressive items in the last set of minutes were Cllr Stobart's comments to the effect that he rarely saw conversations as that between HOPE CIC and Girton Parish Council at Parish Level. He felt it was almost a pre-application discussion. Getting all levels of Local Government together AND the Neighbourhood Plan to have this discussion would be useful. If any of these projects were felt to be out of reach, then at least the discussion and consideration would have been held. Cllr Marshall confirmed such a meeting would be very helpful for GPC and Cllr Murphy agreed. <i>[Action]: Meeting to be set up by the Clerk for January 2026.</i></p> <p>Cllr Marshall asked Cllr Murphy if there had been any update on the Guided Busway Safety Barrier? Cllr Murphy noted that she is not an expert but what she had gathered was that there were quite significant safety concerns. Because there had been a distressing instant. An understandable Risk Averse project was needed by Council. She noted CCC's responsibility to report and act in line with requirements of Health & Safety Executive (HSE). She noted that Cllr Hathorn, CCC was working very hard on this initiative and advocating for safe crossings notwithstanding CCC's responsibilities and concerns around HSE requirements.</p> <p>Cllr Marshall noted if Councillors had not had a chance to read the report, he noted the important content and asked Councillors to try and read the reports after the meeting. Cllr Murphy added that they would be happy to answer any questions or feedback if councillors had questions.</p> <p>Cllr Hayat asked about a date for the Local Government Reorganisation. Cllr Garvie noted that the output from SCDC had been sent to the Secretary of State. Cllr Murphy added that shadow elections if there are to have any elections would be 27/28. She confirmed the incredibly aggressive timetable. She noted that Cambridgeshire was not in the first wave and the outcome was completely unknown at this stage.</p> <p><i>Note: Lack of coordination with CCC/SCDC could delay major projects. Mitigation: Clerk to schedule joint meeting in January.</i></p>	
25FC/149.2	<p>District Councillors</p> <p>DC-report-to-Girton-PC-November-2025-9Nov25.pdf</p>	

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	<p>Cllr Marshall asked Cllr Garvie if she had anything specific to Girton that she would like to add to her report?</p> <p>Cllr Garvie noted that the Local Plan issued by Greater Cambridgeshire Partnership (GCP) was out for consultation. She noted that feedback would be most welcome, as this plan was very much about what the community wished to see in our area.</p> <p>Cllr Hayat asked if recycled waste put in the blue bin was not in fact recycled. Cllr Murphy noted she was not an expert on waste but was confident that items placed in the blue bin were recycled. A member of the public noted that waste was now sent to Northern Ireland for recycling. Cllr Marshall has read a report in Cambridge Independent about this item. [Action: Follow-up to get an answer]</p> <p>Cllr Garvie noted that Caddies will be issued from January 2026 and will be collected weekly. Collection date is to be confirmed. Cllr Garvie believes that they would be collected on a separate date to the other waste bins in Girton. Food waste goes into a bio-digester. Cllr Richards gave some background on the process.</p> <p>Cllr Marshall thanked Cllr Garvie for her report.</p>	
25FC/149.3	<p>Girton Neighbourhood Plan</p> <p>Andrew Muston, Neighbourhood Plan lead noted that the Local Plan had been completed. It was 800 pages long. It will go to consultation from 1st December and Andrew noted that as per Cllr Garvie's comment please give as much feedback as possible.</p> <p>He noted that Girton Neighbourhood Plan team had met with SCDC on 8th October to take their feedback. He noted that the Girton Neighbourhood team had to get a good understanding of the Local Plan as they review and update the draft plan in line with SCDC feedback and items from the Local Plan.</p> <p>Cllr Marshall asked how GPC could help make that manageable? Andrew noted that Girton Neighbourhood Plan would build that into their plan and it may be that they would respond directly to the Local Plan consultation.</p> <p>Cllr Marshall and Andrew noted the significant work needed. Andrew felt he could either ask Girton Neighbourhood Plan for their comments on Local Plan for January 14th Full Council or organise their own response. GPC needed to approve response by Full Council meeting on January 14th if they wished to submit a GPC response.</p> <p>GPC Clerk noted that as GPC had highlighted their interest in land procurement, they needed to understand the Local Plan. Andrew noted that he felt that the Local Plan did not have a large effect on Girton.</p>	

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	<p>The deadline for all responses was around 20th January. Cllr Marshall noted the need for GPC to come together to discuss so a response could be submitted.</p> <p>[Action: GPC to get organised to make that response].</p>	
25FC/150	<p>To Approve Minutes of Girton Parish Council Full Council Meetings: 10th September and 1st October.</p> <p>Item taken after 25FC/148: Public Participation</p> <p>Approval: Proposed: Cllr Marshall, Seconded: Cllr Muston. Six in Favour, 1 abstention.</p>	Approved
25FC/151	Matters arising from Previous Meetings (for information only)	To Note
25FC/151.1	Action List	
25FC/151.2	<p>Any other Matters arising – A chance to raise any comments/concerns on previous agenda items</p> <p>GPC Clerk noted that the decisions on the previous agenda had all been implemented. She was highlighting to reflect that decisions being taken in this case, surveys for RIBA stage 3 planning for the Groundskeeper Compound were being acted very promptly by GPC.</p> <p>Cllr Muston asked if GPC had heard from Hope CIC following their attendance at the last Full Council meeting? GPC Clerk noted that she had chased them last week and again this morning. They would be very happy to meet with them next week if we could come back with some dates to talk about progress of Girton's Great Plan and their Planning Application. She had checked the Planning Portal, and no planning application appeared to have been submitted at this stage.</p> <p>Cllr Marshall noted that they could have come to meet this evening. GPC Clerk confirmed that she had not asked tonight as she felt that a discussion was needed. Angie highlighted Hope CIC were hiring the hall on Friday.</p>	
25FC/152	To Approve Finance and Resource Management	For Decision
25FC/152.1	To note payment of accounts under delegated approval	To Note
25FC/152.2	<p>To Approve payment of outstanding accounts due</p> <p>Approval: Proposed: Cllr Muston, Seconded: Cllr Hayat. Unanimous Approval.</p> <p>Debate Highlights:</p> <p>GPC Clerk noted that most of the invoices had been paid in line with the approval of the previous meetings. She presented and spoke to the items on the payment report showing all transactions between the last meeting on 1st October and 26th November for review by GPC. She also noted the following additional invoices that were received today, which she gave full detail. She noted the Health & Safety invoices coming through because of GPC focusing on items that had not been done due to the significant volume of work. However, after this focus many of these items will now be regular checks for many of our assets.</p> <p>Cllr Muston noted that she had approved the operational invoices and these had been sent to Cllr Carney and Cllr Marshall. She noted that her report referred to</p>	Approved

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	<p>extending our Operational rigor. She also noted that GPC were using local businesses who need to be paid on time. She also noted that training was part of this year's budget.</p> <p>GPC Clerk noted that any changes to process needed to be put into policy. She thanked the local businesses that would turn up at moment's notice when incidents such as Car Park light failures due to relationships build.</p> <p>Cllr Marshall noted the importance of building relationships with our suppliers. Cllr Muston noted the mention at the last meeting to increase the operational spend threshold from £500 to £1,000. GPC Clerk to bring this to the next meeting. Cllr Muston noted that some of these items needed to be treated as Operational. GPC Clerk to investigate policy.</p> <p>GPC Clerk noted that to put in place the above more detailed oversight is needed in our everyday process and detail.</p>	
25FC/152.3	<p>To Receive a report from Facilities Manager on Amounts paid in INCOME-OCTOBER-2025.pdf</p> <p>Angie gave an update on this month's income. She noted there had been better months but there were lots of bookings and the MUGA was 'maxed out'.</p> <p>Cllr Hayat asked what % the pavilion was utilized. Angie noted that currently it was:</p> <ul style="list-style-type: none"> • Hired out every morning • Four afternoons • Party bookings are most weekends. <p>Lots of bookings had been lost during COVID and the planned initial refurbishment but things were now back on track.</p>	Noted
25FC/152.4	<p>Council to Agree to purchase wreath and donation for Remembrance Sunday, spend up to £150 in accordance with powers under S137 of Local Government Act 1972.</p> <p>Debate Highlights: GPC Clerk noted this had been paid on receipt of the Poppy wreath on 21st October. She noted the donation had been raised from £100. The donation had been at £100 for many years.</p>	Noted
25FC/152.5	<p>Council to consider and approve £300.00 paid as a contribution to Girton Golf Club for chairs for Girton Parish Council Meetings and functions in the Pavilion. Spend made under delegated approval. 152.5-Donation-for-Chairs-from-Girton-Golf-Club.pdf</p> <p>Debate Highlights: Business Case available. GPC Clerk noted that approximately 60 chairs had been received from Girton Golf Club with a contribution of £300 made. Cllr Marshall asked for a letter of thanks to be sent to Girton Golf Club.</p>	Noted
25FC/152.6	<p>Council to consider and approve spend provided for Christmas Lights from Community Event budget as per business case.</p>	Noted

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	<p>Agenda-Item-152.6-Spend-for-Christmas-Lights-from-Community-Event-Budget.pdf</p> <p>Debate Highlights: Business Case available.</p> <p>Cllr Marshall noted that money had been spent on lights for the village which marked the Christmas event on 6th December led by Fogg and supported by Girton Village Celebrations and GPC. Cllr Reeves noted it was a much larger occasions this year. For the first time ever there would be a light switch on involving Girton Glebe, the Pavilion, St Andrew’s Church and Cotton Hall would be held on 6th December at 4pm. Many volunteers from the village would be involved in putting up these lights and money raised would go to Fogg. Organisations are still asking to attend the event. The light-up would make Girton more festive and bring more people together.</p>	
25FC/152.7	<p>Council to consider and approve increasing Facilities Manager hours from 10 hours to 15 hours.</p> <p>Agenda-Item-152.7-Increasing-Facilities-Manager-hours-from-10-to-15-hours.pdf</p> <p>Approval: <i>Proposed: Cllr Muston, Seconded: Cllr Reeves. Unanimous Approval.</i></p> <p>Debate Highlights: Cllr Muston noted that she had been working with GPC Clerk to look at staffing capacity at Girton. Angie had been asked previously if she would like to work more hours but had up until now been unable to do so at that time. She noted the HR Report referred to future discussion on staffing capacity. She also noted that Angie and Yvonne were working in this meeting and that may be overlooked. She noted that 15 hours a week is not very much. She also noted that out of hours work was required in these jobs.</p>	Approved
25FC/152.8	<p>Council to consider and approve a back payment of 4 months increase from 30 to 37 hours from April to July 2025.</p> <p>152.8-Approve-a-back-payment-for-Clerk-of-4-months-increase-from-30-to-37-hours.pdf</p> <p>Approval: <i>Proposed: Cllr Muston, Seconded: Cllr Bajpai. Unanimous Approval.</i></p> <p>Debate Highlights: Cllr Muston mentioned this payment last time. She noted that we are not paying staff for the hours they have been taken. She noted that the Clerk role is akin to the CEO role in business. It was omitted from last meeting but had been brought back to this meeting.</p>	Approved
25FC/153	Business items requiring a decision, or consideration by the Council	For Decision
25FC/153.1	<p>Approval to Sign Letter and Delegate Authority: Girton Parish Council resolves to approve the proposed letter to Mr Frank Jordan, Executive Director for Place and Sustainability at Cambridgeshire County Council, regarding busway safety measures at Histon and Impington. The Council authorises the Chair of Girton Parish Council to sign the letter jointly with the Chair of Histon & Impington Parish Council. Furthermore, the</p>	Approved

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	<p>Council delegates authority to the Chair, in consultation with the Vice-Chair, to represent Girton Parish Council in negotiations with Cambridgeshire County Council on busway improvement proposals, ensuring timely engagement on behalf of the community.</p> <p>Approval: <i>Proposed: Cllr Marshall, Seconded: Cllr Reeves. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available. GPC Clerk gave brief background and context to this item.</p>	
25FC/153.2	<p>Legionella Remedial Works:</p> <p>Girton Parish Council resolves to approve the completion of remedial works identified in the Legionella risk assessment, as per the quotation provided by Riverside Environmental Services. The Council authorises the Clerk to issue a formal purchase order and allocate the necessary budget to ensure compliance with health and safety legislation. Cost as per Business Case.</p> <p>Full-Council-Capital-Bid-153.2-Legionella-Monitoring-Programme-V1-.pdf</p> <p>Approval: <i>Proposed: Cllr Reeves, Seconded: Cllr Tasioulas. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available. GPC Clerk gave brief background and context to this item. Cllr Marshall asked if any Councillors wish to speak to this item and the following items. He asked more people to take part going forward to dive into some of these items in more detail. Some discussion on chairing and responsibilities in owning decision items then followed. In line with Annual Health & Safety discussions with WorkNest.</p>	Approved
25FC/153.3	<p>Legionella Monitoring Programme:</p> <p>Girton Parish Council resolves to approve the continuation of monthly Legionella monitoring for Council-managed water systems, as per the quotation provided by Riverside Environmental Services. The Council authorises the Clerk to confirm scheduling and allocate the necessary budget for ongoing monitoring into the new year. Cost as per Business Case.</p> <p>Full-Council-Capital-Bid-Agenda-Item-153.3—Legionella-Monitoring-Programme-V1.pdf Full-Council-Capital-Bid-Agenda-Item-153.3—Legionella-Monitoring-Programme-V1-Annual-Monitoring.pdf</p> <p>Approval: <i>Proposed: Cllr Reeves, Seconded: Cllr Bajpai. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available. GPC Clerk gave brief background and context to this item. In line with Annual Health & Safety discussions with WorkNest. December monthly monitoring by professionals to be approved as we transition to regular checking. Annual monitoring x 3 years by professionals also to be put in approved.</p>	Approved

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25FC/153.4	<p>IOSH Managing Safely Online Training: Full-Council-Capital-Bid-Agenda-Item-153.4—IOSH-Managing-Safely-Training-V1.pdf</p> <p>Girton Parish Council resolves to approve the enrolment of designated staff members on the IOSH Managing Safely online training course delivered by WorkNest. The Council authorises the Clerk to proceed with booking and allocate the required budget to cover course fees. This training will equip managers and supervisors with essential skills to manage workplace risks effectively. Cost as per Business Case.</p> <p>Approval: <i>Proposed: Cllr Reeves, Seconded: Cllr Muston. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available. In line with Annual Health & Safety discussions with WorkNest. 2 x Delegates, including clerk to attend. GPC Clerk gave brief background and context to this item.</p>	Approved
25FC/153.5	<p>Extension of WorkNest E-Learning Access:</p> <p>Girton Parish Council resolves to approve the extension of WorkNest e-learning access within the WorkNest app for four staff members, to support ongoing compliance with health and safety obligations and professional development. The Council authorises the Clerk to arrange the subscription renewal and allocate the necessary budget for this purpose. Cost as per Business Case. Full-Council-Capital-Bid-Agenda-Item-153.5—Extension-of-WorkNest-e-learning-access-V1.pdf</p> <p>Approval: <i>Proposed: Cllr Marshall, Seconded: Cllr Muston. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available. In line with Annual Health & Safety discussions with WorkNest. GPC Clerk noted Angie’s work on different independent courses. The WorkNest training encompasses all we need in one place which can be revisited as needed. 5 users for £215 + VAT per annum, 4 staff and 1 councillor. GPC Clerk noted how impressed she was with our devoted Health & Safety office. Angie noted it is definitely cost-effective as the independent courses mounted up. Cllr Marshall asked how quickly a Councillor needed to be nominated. GPC Clerk said as soon as possible. Cllr Muston noted the benefits for councillors who may volunteer.</p>	Approved
25FC/153.6	<p>Playground Inspection App:</p> <p>Girton Parish Council resolves to approve the purchase and implementation of the SaferPlay Playground Inspection App to support weekly safety inspections and digital record-keeping for playground facilities. The Council authorises initial expenditure of up to £809.04 (including VAT) for the first year, with an</p>	Approved

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	<p>ongoing annual cost of £74.40 thereafter. The Clerk is instructed to proceed with procurement and ensure integration with the Council’s asset register. Cost as per Business Case.</p> <p>Full-Council-Capital-Bid-PLAYGROUND-INSPECTION-APP-2025-V1.pdf</p> <p>Approval: <i>Proposed: Cllr Marshall, Seconded: Cllr Hayat. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available.</p> <p>Angie noted the information checks on play areas together with Annual checks by professionals. She highlighted that currently our checks were largely reactive rather than proactive. She noted how impressed she was by the demo and noted it was more cost-effective than the other options. Her recommendation was based on the cost and the demo she had received. She noted that the app was only on IOS at the moment.</p> <p>Cllr Hayat asked if the App was for recording or suggested actions to fix our play areas. He asked how it is better than a spreadsheet? Angie noted that the storage requirement for play equipment is 21 years. GPC Clerk also noted that automatic alerts can go to Parish Ranger and photographs can be easily transferred for easy understanding.</p> <p>Cllr Muston noted this was a similar principle to our Asset Management software ‘Civic.ly’.</p> <p>Cllr Hayat asked about reporting functionality which Angie confirmed was the case. GPC Clerk noted that when Civic.ly was ready for Play inspections we would be able to export data to this application.</p> <p>Angie confirmed that the start up cost was only for first year. GPC noted that timing for this decision is good as our Parish Ranger has taken the training for Play areas and now is the time that we can begin to do formal and regular inspections. We have the resources, they have the training, this software will enable better oversight.</p>	
25FC/153.7	<p>Staff DBS Checks:</p> <p>Girton Parish Council resolves to approve the implementation of Disclosure and Barring Service (DBS) checks for all relevant staff and, where appropriate, councillors, to ensure compliance with safeguarding standards. The Council authorises expenditure of £21.50 per person for a standard DBS check, with renewal every 1–3 years as per best practice. The Clerk is instructed to arrange DBS checks via the official gov.uk service. Total cost as per Business Case.</p> <p>Full-Council-Capital-Bid-DBS-V1.pdf</p> <p>Approval: <i>Proposed: Cllr Marshall, Seconded: Cllr Reeves. Unanimous Approval.</i></p> <p>Debate Highlights: Cllr Muston introduced this item for which Angie had put together information. She noted the need for these checks as Parish staff encounter vulnerable groups.</p> <p>There was a discussion about whether the checks should be Advanced DBS but settled on standard for now.</p> <p>[Action: Councillors to provide GPC Clerk with any DBS checks they have in place, from other organisations]</p>	Approved

Agenda Item	Item Description	Action/Power
Note: Cllr Bajpai left the meeting.		
25FC/153.8	<p>Approval of Additional Drawing Work at a cost of £500.00. Full-Council-Capital-Bid-Agenda-Item-153.8--Additional-Drawing-Work-for-Pavilion-Redesign-V1.pdf</p> <p>Girton Parish Council resolves to approve expenditure of up to £500.00 (plus VAT if applicable) for additional architectural drawing work as recommended during the recent GPC Pavilion Workshop. This work will explore innovative options for flexible use of rooms and optimum toilet layouts within the Pavilion redesign. The Clerk is authorised to instruct Wilby & Burnett to proceed once the scope is confirmed.</p> <p>Approval: <i>Proposed: Cllr Marshall, Seconded: Cllr Reeves. Unanimous Approval.</i></p> <p>Debate Highlights: Business case available.</p> <p>GPC Clerk noted that Wilby & Burnett have done the work to keep the momentum of the project going. GPC can turn down this request, but Wilby & Burnett have confirmed the realistic rate for the volume of work they are doing. Cllr Marshall noted that he agreed with this request as he believed that Wilby & Burnett go above and beyond. They turn up to community events out of hours to increase their understanding of Girton and the requirements of this project. He feels supported by them throughout the life of this project. He noted the additional drawing has suggested a degree of flexibility for our building that had not been considered before.</p> <p>Cllr Reeves asked if this was the drawing recommended in the GPC worksheet. This was confirmed.</p> <p>Cllr Muston noted the drawings that had been provided were key and provided detail on the journey of consideration of this project. She felt it was money well spent.</p>	Approved
25FC/153.9	<p>Girton Parish Council to note next steps on Budget for 2026/27 Agenda-153.9-Briefing-Note--Budget-Analysis-for-2026_27.pdf</p> <p>Debate Highlights: Business papers available.</p> <p>Aim to provide an itemized budget with costs for 26/27 for approval Requested that Councillors could provide budget requirements.</p> <p>Also highlighted that LNRP, Girton Village Celebrations request for water fountain are submitted requirements budget to GPC. So early days but organisations within the village are bringing funding requests to GPC.</p> <p>One thing to consider – do we take forward Refurbishment provide next year or spend a year engaging with the community on way forward, so community is much more informed and aware.</p> <p>In summary a much more proactive budget for 2026/27.</p> <p>Cllr Hayat noted a couple of projects that were parked due to dependencies of the pavilion refurbishment project e.g. Zip Wire. He asked whether this might be appropriate for next year. Cllr Marshall noted how was the time to bring those projects forward, so they are up for consideration.</p>	Noted

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	<p>Cllr Marshall noted a few items e.g. obtaining grants for memorial space. He noted how emotional he felt laying GPC Wreath on behalf of the people of Girton, it was a real privilege. This space could be somewhere that could remember the people of Girton. He noted the competition that has not gone away. He noted that items discussed should be brought back.</p>	
<p>25FC/153.10</p>	<p>Girton Parish Council to note next steps on Girton’s Great Plan 2025/2027 Girton-Parish-Council-to-note-next-steps-on-Girton’s-Great-Plan-2025-2027.pdf</p> <p>Debate Highlights: Business papers available. Cllr Marshall noted the need to align Girton’s Great Plan and Neighbourhood Plan. Andrew Muston and GPC Clerk agreed.</p> <p>GPC Clerk noted the importance of Cricket for Girton and the consideration of their position on the REC. She gave an overview of the latest drawings and noted the £1,800 spent on Labosport report looking at safety of cricket on recreation ground. She noted that she had met with Girton Cricket Team and Girton Groundsman on 20/11/2025.</p> <p>She had provided information to the Chair of Girton Cricket team to take to their AGM later this year. Angie asked if there was feedback from any other cricket teams. GPC Clerk noted that Girton Cricket Club to discuss first.</p> <p>Next step to show latest drawings to community once finalised with supporting information.</p> <p>Cllr Marshall asked if the development could be done in phases. GPC Clerk noted that dependencies need to be treated very carefully due to possible significant increases in costs and difficulties with different firms taking on distinct phases of the project.</p> <p>GPC Clerk asked whether Council though the latest drawings were worthwhile to show to the community. Cllr Muston noted the facilities at Duxford and how it brought the community together. She noted the importance of the car park, the play areas and the café/bar.</p> <p>The drawings also show an overflow car park with the aim of reducing the traffic/parking on Saturday’s/Sunday’s when formal sport is underway on the Recreation Ground. The potential of this car park is that it could calm traffic on the Access road on the Recreation Ground alongside Girton Glebe School.</p> <p>There are some questions around whether the football pitches are crowded and flexibility of spaces within the pavilion for changing rooms/other spaces.</p>	<p>Noted</p>
<p>25FC/153.11</p>	<p>Girton Parish Council to note next steps on providing Terms & Conditions for our Recreation Ground Users Agenda-153.11-Briefing-Note--Terms-Conditions-for-Recreation-Ground-Users.pdf</p>	<p>Noted</p>

Agenda Item	Item Description	Action/ Power
	<p><u>Debate Highlights:</u> Terms and Conditions in draft shown on the website. Aim is to complete these for meeting on Dec 18th, 2025, and to provide a draft to Girton Bowls Club for their AGM on 10th December.</p>	
25FC/154	<p>To Receive Council Reports and updates from GPC Committees & Working Groups <i>(For information only)</i></p>	Noted
25FC/154.1	<p>Clerk's Report Clerks-Report-November-2025.pdf</p>	
25FC/154.2	<p>Chair's Report Chairs report October 2025 2</p>	
25FC/154.3	<p>Girton Together (Convener: Stuart Marshall)</p> <p>Cllr Marshall gave an update on Mr. Blister (recycling medicine blister packs). He noted that Orchard Close and St Vincent's close were doing things together.</p> <p>He also noted the increasing success of the warm hub. There was a good turnout to the meeting arranged by SCDC to talk about plans for the Community Room in St Vincent's Close. There was also an excellent turnout to the Benefits event and many Girton residents left with benefits and support that they were not aware they were entitled to. As a result of the Girton event there will now be an event at Histon & Impington to which 110 residents have been invited.</p>	
25FC/154.4	<p>Local Nature Recovery Working Group (Convener: Alison Giles)</p>	
25FC/154.5	<p>Girton Green Spaces (Convener: To be Confirmed)</p>	
25FC/154.6	<p>Girton Sport & Recreation Facilities (Convener: Nas Hayat)</p>	
25FC/154.7	<p>Highways & Active Travel (Convener: Dan Carney)</p>	
25FC/154.8	<p>Planning Committee (Chair: Dan Carney)</p>	
25FC/154.9	<p>Finance & Resource Management Committee (Chair: Ann Muston) Finance-Report-Nov-2025.pdf</p>	
25FC/154.10	<p>HR Committee (to include CAPALC Report) (Chair: Ann Muston) HR-Report-Nov-2025.pdf</p>	
25FC/155	<p>Council to receive Correspondence</p> <ul style="list-style-type: none"> • Email from St Andrew's Church about Tree pollarding at the Church near the Play Area. [Action: Information to be placed on Village FB Group] • A letter noting again this year the poor state of access to 10-Acre field from the Recreation Ground. [Action: GPC Clerk to follow up with resident] • Very few precept surveys have been received this year. Only about 30 received. [Action: Councillors to promote this to their friends and neighbours. Highlighting the importance that responses can make] • Over 200 comments from Girton and Oakington with residents' significant concerns around the implementation of the Speed humps on the Oakington and Gatehouse roads. GPC Clerk thanked the councillors who have commented on Girton Village Community Group Facebook page to provide more information to our residents. [Action: GPC to provide information to CCC for their information and discuss next steps] • Fly tipping at Whitehouse Road – letter sent to Cllr Marshall, letters sent to CCC, City and no response so far. [Action: Cllr Marshall and Clerk to take letter forward as the fly-tipping is within Girton Parish] 	Noted

Agenda Item	Item Description	Action/ Power
	<ul style="list-style-type: none"> • Cllr Muston has been in touch with a resident who may wish to take on the Police Liaison role. [Action: Share details of next police meeting. Put co-option item on December Full Council] • Cllr Muston noted possibility of spare food at Co-op being used well. [Action: Councillors to consider possible next steps to reduce waste, who might be able to help?] 	
25FC/156	<p>Public Participation – No members of the public wished to speak.</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>	Not Applicable
25FC/157	<p>Council to consider and approve authorisation for the Clerk to prepare and publish a summary of decisions and updates from this meeting, in accordance with the Council’s communication policy.</p> <p><i>This will enable timely and transparent dissemination of meeting outcomes via the Council’s Website, Facebook, and X (formerly Twitter), supporting public engagement and accountability.</i></p> <p>Approval: Proposed: Cllr Reeves, Seconded: Cllr Hayat. Unanimous Approval.</p>	Approved
25FC/158	Date of next meeting(s): 18th December 2025	Noted
Meeting Ended: 21:02		