

Girton Parish Council

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

Minutes of the Meeting of Girton Parish Council held on Wednesday 19th November, 2014 at St Vincent's Close Community Centre, Girton, at 7.30 p.m.

To: Councillors de Lacey, Williams, Barnes, Buckler, Bygott, Cockley, Garner, Godby, Gordon,
Harrington, Noble, Simpson, L Taylor, M Taylor and Whittle.

Residents in the parish were invited to attend this meeting and to speak at Item 14/130.1

Present: Cllrs; de Lacey (Chairman), Williams, Barnes, Buckler, Bygott, Cockley, Garner, Godby, Gordon, Harrington, Simpson, M Taylor (until the end of item 14/134.3), Whittle.
1 member of the public (until the end of item 14/130.1)

In attendance: S Cumming (Clerk), C Pollock (RFO)

14/127 Welcome from the Chairman The Chairman welcomed everyone to the meeting, especially the member of the public present.

14/128 Apologies and reasons for absence Apologies had been received from Cllrs Noble and L Taylor, and from County Councillor J Reynolds, and the Chairman accepted their reasons for absence.

14/129 Members' declarations of interest for items on the agenda Cllr Williams declared a personal interest in item 14/133.3 as his wife is a member of the steering group for the telephone kiosk project. Cllr M Taylor declared an interest in item 14/133.7 as an employee of Cambridge City Council.

14/130 Public Participation session on agenda items and matters of mutual interest:

1. Members of the Public. Mrs A Bonnet spoke regarding item 14/133.3, to support the proposal for adoption of the telephone kiosk at the junction of Girton Road and Pepys Way. 200 similar kiosks have been adopted nationally, some as art galleries, defibrillator points etc but most as book-exchanges. The K6 telephone kiosk is a non-designated cultural asset, whilst a community book-exchange would create a stronger sense of community for all ages. Local parishes report that similar book exchanges are well used. The steering group would be asking for offers of in-kind and monetary donations to undertake the refurbishment. Regarding this particular kiosk, the projection of the door does not extend beyond the grass verge on either side, and the 'lean' of the kiosk is less than 3%. Questions were raised as to whether it would be better to relocate the kiosk, and whether the Health and Safety Officer should check the door's safety for children's fingers.

Mrs Bonnet was thanked by the Chairman, and left the meeting at this point.

2. County Councillor's Report. Councillor Reynolds is on annual leave. The Clerk will forward any matters for his attention on his return.

3. District Councillors' Reports (*Appendix A*). There were no questions arising from Cllr de Lacey's report. Cllr Bygott spoke about his meeting of 5th November with the Environment Agency, Cambridge University, St John's College and Trinity College, regarding possible assistance with flood protection on their land.

4. Police Report (*Appendix B*). Received by the Council.

14/131 To confirm the Minutes of the Parish Council Meeting held on Wednesday 15^h October, 2014 (previously circulated). The Minutes were proposed as a correct record of the meeting by Cllr Williams, seconded by Cllr Garner and approved unanimously.

14/132 Matters arising from the Minutes (for information only)

14/121.2 Tenders for the grass-cutting contract have been requested and submitted (see Item 14/133.1)

14/126 Speed humps issues have been raised with Cambridgeshire Highways (see Item 14/133.4)

Noted by the Council.

14/133 Business items requiring a decision, or consideration by the Council.

1. To approve a contractor for the Recreation Ground grass-cutting contract for 1st January, 2015 to 31st December, 2017, subject to a one year probationary period. (*Appendix C*) Cllr Gordon proposed that the contract be given to CGM Ltd, seconded by Cllr Harrington. The council should develop a system to order each cut. Approved unanimously.

2. To approve the Parish Office network as a touchdown zone for Cambridgeshire Police (*Appendix D*) Proposed by Cllr de Lacey, seconded by Cllr Godby. The request is for web connectivity. The police could sit in the car park and access the web if they wished. Cllr Godby has written to Cambridgeshire Constabulary suggesting St Vincent's Close Community Centre as a base, and they could possibly use both. By allowing access to the Parish Office network it would encourage the police to stay in the village for longer. Approved unanimously.

3. To receive a proposal to convert the telephone kiosk at the junction of Girton Road and Pepys Way to a book-exchange/library point and to agree to adopt the telephone kiosk for the sum of £1.00 (*Appendix E*). The Council had received a detailed proposal from the steering group. The Chairman read out a letter from the Health and Safety Officer. The lean on the kiosk needs consideration, as it may worsen. The kiosk is also on a busy junction – if it was to be moved to Mayfield Road, this would need permission from Cambridgeshire County Council. The vote was split into the following items:

a) Those in favour of adopting the kiosk for £1 and then handing it over to the steering group. Unanimously agreed.

b) Those in favour of the steering group being asked to submit accounts to the Parish Council. Proposed by Cllr de Lacey, seconded by Cllr Garner and approved with four abstentions.

c) That the books be checked regularly and disposed of in an environmentally sustainable way. Proposed by Cllr de Lacey, seconded by Cllr Cockley. Eight votes in favour, one vote against and four abstentions.

d) That the base be repaired or replaced at Mayfield Road if Cambridgeshire Highways agree. Proposed by Cllr de Lacey, seconded by Cllr Gordon. Ten votes in favour, one vote against, two abstentions.

e) That repairs are to be undertaken to the Health and Safety Officer's standards. Proposed by Cllr de Lacey, seconded by Cllr Cockley. Approved with one vote against. The proposal was agreed, subject to the above conditions.

4. This Council entirely endorses the report by Mr S Clift (*Appendix F*) on the state of the road table at the top of Pepys Way and requests the County Council to effect an urgent repair in order to comply with the law, and to provide us with an accurate time-frame for this. Proposed by Cllr de Lacey, seconded by Cllr Bygott. Cllr Bygott has received complaints from residents living near speed humps regarding noise, and a resident is to take action against the County Council for car damage caused by this speed hump. It was suggested that speed humps could be painted to be made more visible. Cllr Bygott suggested an amendment, to add “repair or remove” to the motion, seconded by Cllr M Taylor. The amendment was approved with one vote against and one abstention. The amended motion was approved with one abstention.

5. To agree a response to the Annual Survey of Street Lighting (*Appendix G*). Proposed by Cllr de Lacey, seconded by Cllr M Taylor. Submission of the response was approved unanimously.
6. To agree that Cambridgeshire County Council can pay energy bills for street lighting on behalf of Girton Parish Council and then invoice the Parish Council. (Please see correspondence item 14/135.1) Proposed by Cllr de Lacey, seconded by Cllr Barnes. This is a continuation of the current situation. It is to be explored whether the council could renegotiate the 5% administration fee levied. Approved unanimously.
7. To consider the Parish Council's response to the Local Government Boundary Commission Electoral Review of Cambridgeshire (*Appendix H*). Proposed by Cllr de Lacey, seconded by Cllr M Taylor. Cllr Whittle proposed that this item be deferred as the consultation period is until the end of January, seconded by Cllr Harrington. It was agreed unanimously to defer this item.
8. To agree to undertake the repair works for the Mayfield Road/Girton Road bus shelter roof at a cost of £85 (*Appendix I*). Proposed by Cllr de Lacey, seconded by Cllr Harrington. The roof felt had blown off in recent storms, and needs urgent action. Approved unanimously.

14/134 Finance and Resource Management

1. To approve payments for the previous month (*Appendix J*) The RFO spoke of the need to project cash flow. Councillors need to communicate their monetary needs to the RFO. Proposed by Cllr Garner, seconded by Cllr Barnes. Approved with three abstentions.
2. To approve the balance sheet (*Appendix K*) The funds analysis has not changed much since the RFO last presented it. Proposed by Cllr Garner, seconded by Cllr Barnes. The RFO was requested in future to include the previous month's information on the balance sheet in addition to the current month's. Approved with two abstentions.
3. To receive the Finance Report from 1st April, 2014 to date (*Appendix L*). The RFO explained that several years' figures have been given and that she has tried to forecast to March 2015. Accruals are based on activity in 2013-14 or advised expenditure. The notes are based on forecast, and give possible end of year figures. Variance is given so councillors can see if we are under or over budget. The RFO needs to be informed of future financial commitments. A robust accounting system is needed and estimates are to be sought. Regarding the Bowling Green VAT issue, the RFO has contacted an SLCC advisor. If the Bowls Green is rented out for a peppercorn rent of £1 all VAT should be reclaimable, but official confirmation would be needed from the VAT office. A substantial amount of work will be needed, and the RFO has insufficient hours available. The VAT issue must not go over in to the next financial year. The accounts need to be verified on the software as they haven't been consistently entered. Cllr Garner offered to help the RFO, and it was queried whether a financial temp would be useful. The current system is very difficult to use. Cllr Garner is to liaise with the RFO and to make suggestions for an accounting package. The finance report was received by the council.
4. To approve the list of bank mandate signatories for all parish council bank and business accounts. Cllrs Barnes, Buckler and Williams were proposed as new signatories, with Cllrs Cockley, de Lacey and Godby being existing signatories and the RFO being a signatory but not authorised to sign cheques. Proposed by Cllr de Lacey and seconded by Cllr Garner. Approved with one abstention.
The RFO explained that under new financial regulations the parish council could do online banking.
5. To approve that the staff pay increases agreed at the meeting of 15th October 2014 be backdated from April 2014 onwards. Proposed by Cllr de Lacey, seconded by Cllr Harrington. This item was removed from the agenda as inconsistencies were noted in the approved minute and further clarification was requested.

6. To approve donations of £100 and £50 respectively from S137 funds to St Vincent's Close and Orchard Close Community Centres, in thanks for the use of their meeting rooms for the year 2014-15. Proposed by Cllr de Lacey, seconded by Cllr Garner. Approved unanimously.

14/135 Correspondence (to be received)

1. 16 Oct 2014: Street Lighting Energy from 1st Oct 2013– 30th Sept 2014
 2. 20 Oct 2014 : Letter regarding trip hazard on Smithy Green
 3. 24 Oct 2014: Parking issues in Northfield
 4. 29 Oct 2014: Invitation to Gretton School regarding future plans.
 5. 30 Oct 2014: Electoral Review of Cambridgeshire
 6. 5 Nov 2014: Correspondence about incident in Girton Recreation Ground Car Park.
 7. 6 Nov 2014: Correspondence regarding bus services in Girton
- Received by the Council.

14/136 To receive reports

1. Chairman's Report (*Appendix M*). There were no questions arising from Cllr de Lacey's report.
2. Girton Town Charity. There is no report this month.
3. Girton Youth Project. There is no report this month.
4. Footpaths. There is no report this month.
5. Water Management (*Appendix N*). Cllr Whittle was thanked for his report.
6. Wellbrook Way Development Committee. Cllr Gordon is meeting with the surveyor on 20th November regarding buying the land for the community building.

14/137 To receive unconfirmed Committee Minutes

1. Environment Committee Meeting of 23rd July, 2014.
 2. Wellbrook Way Development Committee Meeting of 2nd September, 2014.
 3. Planning Committee Meeting of 31st October, 2014.
- Received by the Council.

14/138 Matters raised by Members (for information only)

Concerns were raised about cold calling in the village.

The use of footpaths by cyclists is dangerous, particularly for those with no lights/wearing dark clothing.

A councillor expressed thanks for the pavement repairs in Girton Road, but noted that the pavement had not been fully resurfaced for many years..

A councillor suggested that a pedestrian crossing may help Impington Village College students crossing Girton Road, and was advised to contact Cambridgeshire County Council.

It was noted that the corner of Cambridge Road near St Andrew's Church is hazardous, an accident having recently occurred. It was suggested that if buses could stop in the lay-by this would be safer.

The hedge on Oakington Road near Manor Farm Road has still not been cut.

Thanks were given to Girton Neighbourhood Watch for the village calendar.

The meeting closed at 9.21pm,