

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 16th December, 2015 at St Vincent's Close Community Centre, Girton, at 7.30 p.m.

Residents in the parish are invited to attend this meeting and to speak at Item 15/157.1

Present: (Cllrs) Williams (Chairman), Barnes, Buckler, Bygott (from item 15/163.6 onwards), de Lacey, Griffin, Kettle, L Taylor, M Taylor (until end of item 15/161.2), Whittle. Cllr L Harford (Cambs County Council) (until end of item 15/160.2)
2 members of the public (until end of item 15/163.6)

In attendance: S Cumming (Clerk), M Mckay (RFO)

15/154 Welcome from the Chairman The Chairman welcomed everyone to the last meeting of the year and wished everyone Happy Christmas..

15/155 Apologies and reasons for absence Cllr Harrington had sent apologies and the Chairman accepted her reason for absence.

15/156 Members' declarations of interest for items on the agenda Cllr M Taylor declared an interest in item 15/160.1 as an employee of Cambridge City Council.

15/157 Public Participation session on agenda items and matters of mutual interest:

1 Members of the Public. Mr D Fryer introduced himself as the new Chairman of Girton Bowls Club. The Club's immediate concerns are maintenance of the bowls green as the contract with Two County funded by Girton Town Charity finishes at the end of December. He wondered if it would be possible to extend the contract for a short period of time. It was recommended that the Bowls Club find out from Two County what needs to be done to the bowls green before March, and to contact other contractors.

2 County Councillor's Report (*Appendix A*) News of the County Council's settlement would be received on 17th December, and the County Council can then look at what this means in terms of budgeting. The issue of the crossing on Huntingdon Road is a very complicated matter. Cllrs Harford and de Lacey have worked hard with all stakeholders to make sure all children have safe access to school and are still working hard to achieve a reasonable outcome. Cllr de Lacey has been working as a District and as a Parish Councillor on this. Cllr Harford was asked whether item 15/160.1 was well-considered – Cllr Harford wants to support the village's integrity as well, and there is need to get the balance right. Cllr Harford was thanked by the Chairman.

3. District Councillors' Reports (*Appendix B*) Cllr de Lacey was questioned regarding progress on the woodland burial ground. This is at a preliminary stage but a group of residents are willing to put in money. These residents and the Rector agree that it should not be consecrated ground. A drainage survey and archaeological survey are needed before approaching St John's College regarding the land. The church burial ground extension was supposed to last 100 years but will probably last only 20 more, so the woodland burial proposal could help.

4 Police Report (*Appendix C*) There were no questions arising from the report.

15/158 To confirm the Minutes of the Parish Council Meeting held on Wednesday 18th November, 2015 (previously circulated) The following amendments to the Minutes were made: reference to Eddington in item 15/143.3 should be removed as this is not a place name, and 'Cllr de Lacey is to meet the relevant Pro-Vice Chancellor in the new year to discuss governance', the rest of the paragraph to be omitted (item

15/143.3). Cllr Whittle's relevant report was to be included in Appendix H. With these amendments, the Minutes were approved with one abstention.

15/159 Matters arising from the Minutes (for information only)

Cllr Kettle had spoken with the Rector regarding having a loudspeaker at next year's Remembrance Service.

The following item was brought forward to allow the members of the public to attend another engagement. Cllr Bygott joined the meeting at this point.

15/163.6 Report from Bowls Green Task and Finish Group.

A long term management plan for the Bowls Green is needed, to include financial agreement and penalties if things are not done. There has been a lack of communication between the Bowls Club and the Parish Council, and Cllr de Lacey looks forward to meeting with the new Chairman. There is lots of history and finance to unravel. The Bowls Club are to report back to Cllr de Lacey regarding their discussion with Two County.

The two members of the public left the meeting at this point.

15/160 Business items requiring a decision, or consideration by the Council.

1. The motion 'Girton Parish Council calls for the construction of a permanent, safe and convenient pedestrian crossing on Huntingdon Road in the Thornton Road / Eddington Avenue area of Girton. This is to allow children from Girton and their parents to walk safely to the University of Cambridge Primary School, and residents of Girton to access community and other amenities that will be constructed in other parts of the North West Cambridge site.' was proposed by Cllr Bygott. In the light of Cllr Harford's wish to broaden the remit of this item to reflect the needs of the wider community, Cllr Bygott agreed that modification was a good idea. After discussion, the Chairman proposed that this item be deferred until a satisfactory wording can be agreed, and Cllr Bygott consented to withdraw.

2. To recommend a contractor for the Open Spaces Contract from 1st January 2016 – 31st December 2018, subject to a year's probationary period (*Appendix D*) Cllr L Taylor proposed that the contract be awarded to Paul Laston Garden Services as costs are fixed for three years with no increase year on year, seconded by Cllr de Lacey. If there are large fuel cost rises within the period of the contract, the contractor should modify his quotation if his costs rise. Approved unanimously. Cllr Harford left the meeting at this point.

3. To approve a contractor to undertake a one-off clearance of Footpath 4 to Weavers Field (*Appendix E*). Cllr L Taylor proposed that Option B, a complete cut-back of the foliage etc, be undertaken at a cost of £1,200, which is in this year's budget for the footpaths. The path is unmanageable for volunteers to tackle at the moment, and clearing away growth is very time-consuming as there is no vehicular access. Cllr Williams proposed the suspension of standing orders, seconded by Cllr de Lacey. The Council voted unanimously in favour of the complete cut-back. Standing Orders were reintroduced.

4. To approve a contractor to undertake graffiti removal on a quarterly basis (details tabled). Cllr Williams proposed to suspend the item because the contractor had overestimated what is needed and the item should be deferred until we have better understanding.

5. To approve a contractor for the Town End Close pond enhancement works (*Appendix F*) A budget of £1,674 had already been approved, and Cambridge Water have agreed to plug the gap in contributions needed to meet the £2,268 costs. Cllr Williams proposed that the works be undertaken by Brookfield Groundcare who had submitted the lowest quotation, seconded by Cllr L Taylor, and approved unanimously.

6. To approve a contribution for maintenance of the St Andrew's churchyard (*Appendix G*) Proposed by Cllr Williams, seconded by Cllr de Lacey. Regarding the Rector's letter, in accepting her proposal the Council would be accepting an addition of £1,200 maintenance contribution to the budget for next year. Paul Laston will be asked to have a look at this work, and to adjust his costs accordingly. The churchyard is a facility for the whole village and should the Church chose to close it the Parish

Council would be obliged to take over the maintenance anyway.. Approved with two abstentions.

7. To approve the appointment of a new Child Protection Officer. Cllr Williams proposed that Cllr L Taylor be appointed, seconded by Cllr Barnes, and approved with one abstention.

8 To approve the appointment of a new Youth Liaison Officer. Cllr Williams proposed that Cllr Kettle be appointed, seconded by Cllr de Lacey, and approved with one abstention.

9. To approve the appointment of a new member of the Human Resources Committee. Cllr Williams proposed that Cllr Kettle be appointed, seconded by Cllr de Lacey, and approved with one abstention.

10. To approve purchase of a new laptop at a cost not exceeding £450 as an alternative to repairing the old machine at a cost of £130.

Amended wording for this item was proposed by Cllr Williams, to read 'in addition to repairing the old machine'. Expert help may be needed to reconfigure the machine, which may add £100 to the cost so it was proposed to approve a cost not exceeding £600 and to approve repair of the old machine to a maximum cost of £130. Proposed by Cllr Williams, seconded by Cllr de Lacey, and approved unanimously.

11. To approve refurbishment works on the MUGA surface (*Appendix H*) Cllr Williams had spoken with contractors a year ago regarding options for rejuvenating the MUGA surface. In the last fortnight, complaints have been received regarding the slippery surface. Cllr Williams proposed that the issue be investigated further and to get the best refurbishment possible for up to £3,500, seconded by Cllr L Taylor. The Health and Safety Officer is to make an assessment. The Council needs to think whether or not the MUGA is wanted as a village feature long-term. Cllr Williams proposed that the item be remitted to a smaller group comprising Cllrs Williams, L Taylor and M Taylor to make a decision on short-term solutions and the longer term options for the MUGA. Seconded by Cllr Barnes. Approved unanimously.

15/161 Finance and Resource Management

1. To approve payments for the previous month (*Appendix I*) The payments schedule had previously been checked by Cllr L Taylor. Proposed by Cllr Williams, seconded by Cllr L Taylor and approved unanimously.

2. To receive a quarterly Finance Report. The RFO presented an 8-month actual budget, and will introduce a monthly budget in 2016. It was suggested that instead of a monthly budget to date, a seasonal budget based on the last year would be good. Income levels for the MUGA and tennis courts are down, but most expenses are below budget. The Groundsman's wages are over budget. Councillors were requested to email any questions to the Finance Officer.

Cllr M Taylor left the meeting at this point.

3. To approve a new telecommunications contract for the Parish Office. The new BT contract will offer a saving of £9.25 per month. Proposed by Cllr Williams, seconded by Cllr de Lacey and approved unanimously.

15/162 Correspondence (to be received)

1. 9 Dec 2015: Letter from St Andrew's PCC
Received by the Council.

15/163 To receive reports

1. Chairman's Report (*Appendix J*) The Chairman reported that the unfounded complaint made about the accounts had been dismissed by the External Auditors, but costs of investigation have to be met by the Council.

2. Girton Town Charity. No report this month.

3. Girton Youth Project. No report this month.

4. Footpaths. The footpath between Northfield and Dodford Lane has been cleared by South Cambridgeshire District Council.

5. Water Management (*Appendix K*)

6. Bowls Green Task and Finish Group. This item was brought forward – please see above.

15/164 To receive unconfirmed Committee Minutes

1. Planning Committee Meeting, 9th December 2015
Received by the Council.

15/165 Matters raised by Members (for information only)

The Energy Audit had been received since the Agenda was published, and would be circulated to Councillors.

The Village Christmas Event at Girton Social Club on 4th December had been successful. Councillors were asked to support future village events.

Girton Town Charity are keen to commission an iron fence between St Andrew's Churchyard and the Recreation Ground Car Park. The Car Park subgroup needs to reconvene to discuss how to progress.

The meeting closed at 9.10pm

APPENDIX A
Cambridgeshire County Councillor's Report to Parish Councils
November/December 2015

Finance

In November we heard the Chancellor set out his spending plan for the next 5 years. Initial response from local government generally has been that it could have been worse but that managing a 24% reduction over the period to 2020 will still be challenging. There is a great deal of information to digest and we still await details of the settlement before being able to finalise the County Council's budget. The Chancellor has acknowledge the challenge facing local authorities with responsibility for social care by allowing the option of an additional 2% council tax to be levied. But is this is the right thing for the Council to do? Councillors will face many difficult decisions when approving a budget that requires overall savings of £41million in the coming year alone. In fact councillors are already finding some choices within individual service budgets unpalatable and, as a result have asked General Purposes Committee to look again at some savings proposals.

Members [of which I am one] of the Economy & Environment Committee were among those who have made requests as mentioned above. When asked to comment on the draft revenue savings proposals that are within its remit and to endorse them to General Purposes Committee for consideration as part of the Council's overall business plan, they did so with the exception of provision for Community Transport and Fenland Learning Centre.

At the December meeting the Chairman of the the committee accepted a petition from parents of Girton children who are pupils at the newly opened University Primary School. Details of the petition can be seen at: <http://tinyurl.com/nkterdb> A second meeting of all stakeholders was held on 09 December and work continues to achieve a satisfactory outcome.

The committee was also asked to approve the draft principles of a revised 10 year Cambridge Quality Bus Partnership agreement. Quality Bus Partnerships are non binding agreements between local transport authorities and bus operators. Through these agreements local authorities commit to making infrastructure improvements and bus operators commit to service improvements. They are entered into by mutual agreement between the operators and the authorities. Whilst acknowledging that a renewal of this agreement is beneficial [see item below on funding], members preferred not to commit to such an extended period and agreed a period of 5 years with a review after 1 year.

Meeting agenda: <http://tinyurl.com/ohooqzk>

When asked to endorse to General Purposes Committee revenue savings proposals within the remit of the Highways & Community Infrastructure Committee, members resolved to do so with the exception of Highways Maintenance [cyclic and reactive] and Mobile Libraries. Meeting agenda: <http://tinyurl.com/olw9f8c>

A decision has now been taken by the County and South Cambridgeshire District Councils to wind up the Northstowe Joint Development Control Committee. This decision has been met with a degree of concern on the part of some stakeholders about the loss of

local experience and knowledge in making future decisions on applications. It is intended that in the long term planning applications for Northstowe will be considered by a committee that will be created to consider applications for all strategic development sites. In the meanwhile Northstowe applications will be considered by SCambs planning committee and the chairman has sought to reassure all concerned parties that chairman's discretion can and will be exercised to ensure that the concerns expressed will not be realised.

There has been a good response to the City Deal Board's call for evidence. Among the suggestions made is one by Girton District Councillor, Tom Bygott for a Cambridge & District Railway. I won't steal his thunder by giving more detail - it was actually well reported in the Cambridge News - but for anyone interested in learning more, I am sure that Tom would be pleased to hear from you. The current proposals put forward by the City Deal Board for addressing congestion in the city rely on improved bus services and cycling provision. There will be consultations in the new year on the proposals for Milton Road and Histon Road.

In addition to the additional funding available through the City Deal, the County Council also secures other external funding for infrastructure projects. It has already benefited from £6m allocation from government to deliver improved cycling facilities through the Cycle Ambition City programme. This allocation was made for the period 2015-18 so it is good news that the Chancellor's statement indicates that the programme will continue. Part of the funding secured by the Council has been used to provide the Huntingdon Road cycle way. It also seems that the Bikeability training scheme will remain government funded for now – there had been fears this could be dropped. This popular cycle training programme enables participants to gain practical skills and an understanding of how to cycle safely and is very popular in our schools.

The Autumn statement also announced an increase to £600m between 2015 and 2021 in funding to support the uptake and manufacturing of ultra-low emission vehicles in the UK. As part of the Cambridge Quality Bus Partnership agreement [referred to above] the County Council is supporting a bid by Stagecoach for a share of this funding. The bid is for £5m to support Stagecoach's proposed £17m programme of replacement vehicles for the Citi, Park & Ride and sightseeing buses. In UK trials the replacement vehicles have shown impressive results for fuel savings and emissions reductions in stop-start traffic conditions. This is my last report for 2015 so I take the opportunity to wish you all Merry Christmas and a Happy New Year. I look forward to meeting with you the challenges of 2016.

Lynda

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APPENDIX B

Report from District Councillor Douglas de Lacey

10. 12. 2015

On 18 November the JDCC was given a briefing on how transport planning for major developments works. Safety audits are carried out at the planning stage, on the built roads and junctions, and then a year later; but the powers of the safety team are limited to giving advice. We looked at many complex issues with none of them having easy solutions.

In the main meeting we approved the two major private housing parcels in NWC which straddle the boundary between Girton and the City. There were no planning grounds to object to what will be interesting and attractive dwellings, but I did express my deep sadness that the boundary has not been respected. This month's JDCC has been cancelled though there will be a briefing on the proposed Marshall's development known as 'Wing'.

Following this meeting, Cllr Harford and I arranged to meet with the transport and safety teams to look closely at the concerns expressed over the access to the University School (Eddington Avenue). They were very helpful, and I was able to propose what we hoped

would be an acceptable compromise, but it has been rejected out of hand by the school parents.

I have been working with a group of residents who would like to see a woodland burial ground established in Girton, and at a recent meeting we began to flesh out a proposal. There are however a number of hurdles to jump.

On 26 November Council met with a very full agenda, of which the major item was a proposal to increase massively our experiment of raising money through the housing company we set up in 2013. We then funded it with £7M, and the proposal before us was that we borrow £100M to fund its expansion. We shall then lend this to the company (Ermine Street Housing, or ESH) at a higher rate of interest thus generating income for the Council even after repaying the loan, while ESH will invest of the property market and lease properties in order to repay our loan. I confess to being a stranger to the world of high finance but the complex web of financial data did not persuade me that the benefits outweigh the risks. However, the proposal passed comfortably.

We then looked at the future of the two JDCCs, agreeing that the Fringes JDCC should in future encompass all the City Deal projects, even those which do not straddle the boundary; and that the Northstowe JDCC should be wound up, despite objections from some of us that it still had unfinished business. A new, wider-reaching committee may rise from its ashes.

'Shared services' is flavour of the month for several local councils including ours, and on 30 Nov we were offered a briefing led by the LGA. In a muddled presentation we were told of various ways in which Planning might be shared with the City and Huntingdon and of the range of benefits which would result. I felt impelled to point out that no correlation was made between the level of co-operation and the resultant benefits, and no criteria offered for measuring success or failure. This made the presenter remarkably defensive, and I think the feeling of the Councillors present was that we had been given no useful information -- except perhaps that the decision has already been taken to appoint a joint Head of Planning with the City which may rather restrict our choices.

Also on 30th we had an extraordinary Council meeting to approve the revisions to our Local Plan. External consultants have agreed with us that the Plan is sound (with a few changes); we can only hope that the Inspectors agree with them. You can comment on the changes (not on the Plan itself, only the modifications) from now till 25 January. Full details at www.scambs.gov.uk/localplanmods-dec2015

A recent briefing from the Planning PFH gave me a chance to catch up on the latest state of pre-application consultations. These cost the developer and many are not being handled in good time. Lack of staff was blamed, and when I raised specific cases I was told those could be expedited. But allowing those who shout loudest to the top of the queue is not to my mind a proper solution. We also looked at Neighbourhood Plans -- The Government has allowed communities greater powers under the Localism Bill -- and as our own Parish Plan is now nearly five years old it may be a good idea to re-vamp it as a Neighbourhood Plan.

Douglas de Lacey

APPENDIX C

Police Report for November/December 2015

There has been a recent series of incidents whereby fraudsters either phone or attend the home address of elderly members of the public, claiming to be police officers.

The fake officer/s will claim that they are investigating a fraud which they believe the elderly person to be a victim of. The fake officer/s will then request the bank cards and personal identification numbers (PIN) of the victim and claim these are needed for investigation purposes. If the first contact was made by a phone call, the fake officer/s will tell the victim that someone will be over to collect

the evidence. In one case the victim was instructed to attend their local bank and withdraw all of the money from their account. The suspect was left alone in the victim's house whilst the victim carried out the instructions.

Protect Yourself

- Before letting anyone into your home who claims to be from any law enforcement agency, ask to see their identity card and check it by calling 101.
- Ask if they can attend at a pre-arranged time when a family member or friend can also be present.
- If you receive a phone call from a police officer, ask for their name and force and tell them you will call them back. Wait a few minutes and then use 101 to call them back through their force's switchboard and verify their identity.
- The Police will **never** ask for your PIN or passwords. Do not give this information to anyone.
- The Police will **never** request that you withdraw/transfer any money to them.

If you believe that you have been a victim of fraud you can report it online
http://www.actionfraud.police.uk/report_fraud or by telephone 0300 123 2040.

APPENDIX D Tenders for Open Spaces Contract

1) Quotation received from Brookfield Groundcare

Thank you for giving me the opportunity to quote for the Maintenance of the Open Spaces in the parish of Girton.

Danny Wright, Brookfield Groundcare

Smithy Green- £20 per cut totaling £300 for the area which includes border and shrubs

Hibbert Ware Garden- £20 per cut totaling £300 for the area, £40 for shrub maintenance per annum

Village Sign- £10 per cut totaling £150 for the area

Hicks Lane- £20 per cut totaling £300 for the area

Mayfield Green- £20 per cut totaling £300 for the area, Maintain rose bed £20 per annum, Control suckers on lime trees and trim beech hedge side and top £90 per annum.

High St- £20 per cut totaling £300 for the area

Weavers Field- £40 per cut totaling £600 for the area, Maintain grass bank and shrubs on complete area following the specification provided by Girton PC £350 per annum, Weed and algae control play area £50 per annum.

Duck End- £20 per cut approximately 8to10 cuts per annum but waiting until bulbs have shot up and are visible (May time).

Pump Garden- £50 per annum.

All figures are for the 2016 contract and an inflation charge of 5% will be added in 2017 to cover rising costs of insurances and machinery.

Please note all values are subject to VAT at the required rate upon invoice (20%)

2) QUOTATION FOR OPEN SPACES CONTRACT

RECEIVED FROM PAUL LASTON GARDEN SERVICES

My quotation for the Open spaces contract January 2016-December 2018.

As per the specification you sent, my price is £10,080. (£3,360-00 per year).

I look forward to hearing from you.

Please come back to me with any question/requests you may have.

Kind Regards,

Paul Laston.

1. Smithy Green (opposite St Andrew's Church)
 - 15 Cuts of grass per year
 - Maintain border and shrubs as required
2. Hibbert Ware Garden
 - 15 cuts of grass per year
3. Village Sign (top of Redgate Road, Cambridge Road)
 - 15 cuts of grass per year.
4. Hicks Lane/Cambridge Road (Cambridge Road Corner)
 - 15 cuts of grass per year
5. Mayfield Green (Mayfield Road/Girton Road)
 - 15 cuts of grass per year
 - Maintain rose bed
 - Control suckers on lime trees
 - Trim beech hedge, top and front side
6. High Street – Woodlands Park Corner
 - 15 cuts of grass per year
7. Weavers Field
 - 15 cuts of grass per year
 - Maintain shrubs on northern side of entrance road
 - Maintain grass on bank along A14 at reasonable level
 - Maintain shrubs and trees along this bank
 - Maintain area of shrubs and trees at western end of site
 - Weed and algae control under children's play area
8. Duck End
 - Cut as required
9. Pump Garden
 - Maintain shrub area.

APPENDIX E

Quotations received for Clearance of Footpath 4 from Weavers Field to Woody Green

Honeybees Fencing

1. Just a cut back and clean up . This is the small part. £600. This includes all hire of machinery and taking all cuttings and rubbish away.
2. Cut everything right back. Clean up all the hedgerow. Paint the bench which is down there. Re-edge the path ie scrape all the overgrown grass off the path all the way down, this will make the path wider as very overgrown. £1,200. This includes all hire of machinery and taking all cuttings and rubbish away.

There are two quotes as there is a simple tidy-up or a heavy duty which will consist of cutting everything right back and open the pathway right up. Its not going to be an easy job as all the cuttings have to be moved by hand as no vehicle access.

APPENDIX F

TEC Pond Enhancement Girton Parish Council 11.12.15

The specification for the job was priced and checked, but when the tenders arrived they were for more than the estimate of £1674

Tenders

4 quotes were received for the work, ranging from £1690 to £3040.

The lowest was from Brookfield (who cut our verges) £1690 net

Following discussion of the method with the contractors the amount of clay required was checked and a contingency of £ 200 added

Total (may be as much as)	£1890 net
Plus VAT	<u>£ 378</u>
Total including VAT	<u>£2268</u>

Funding

The funding was based on the estimate and the following were already approved:

Parish Council	£ 300
Girton Town Charity	£ 687
South Cambs Environmental Improvement Fund	<u>£ 687</u>
Total	<u>£1674</u>

Recently extra funds approved by Cambridge Water for £ 500 plus, so we have raised enough money to give Brookfield the go-ahead.

George Thorpe
Warden, Town End Close

APPENDIX G

Letter to GPC Chairman regarding St Andrew's Churchyard

The Chair of the Parish Council
Parish Council Office
The Pavilion
Girton
Cambridge

6th December, 2015

Dear Sir,

A year or so ago the Parochial Church Council contacted the Parish Council to ask whether they would consider making a donation towards the upkeep of the Churchyard. We try hard to ensure this public space is well maintained and is open to all Girton residents for burials and as a space for quiet reflection.

With an ageing congregation the upkeep in terms of mowing and tree surgery is done by contractors. Our in-house mowing team still manage the churchyard extension but I fear this also will become too difficult in the near future. We have quarterly working parties for pruning, weeding and general tidying which we can continue and are pleased to organise and staff.

This year the church congregation have to raise the sum of £43,000 to send off to the diocesan board of finance. We have to raise roughly this sum each year in order that there can be a church presence in Girton. It is getting harder to raise this money and raise extra for the upkeep of the fabric because members who were generous and regular givers are sadly no longer with us. Recently we have been made aware by the diocese that churches which become unviable in terms of numbers or ability to pay the parish share will be put into 'special measures' and, if there is no improvement, will become 'festival churches' open for Christmas, Easter and the odd wedding. This would, of course, adversely affect our ability to maintain the fabric of the building and the churchyard in the long term. I am confident that we will be able to stave off this eventuality and continue as a stable presence at the heart of Girton. However, there is no room for complacency.

People often say that the statutory burial fee of £284 should be more than enough to help with maintenance. It does greatly help us and burials do contribute to the cost of mowing in the summer months, but they do not cover the cost of annual maintenance. Just to give you an idea of some of the maintenance costs, in the previous 12 months we have spent £2,000 on the maintenance of the cedar trees alone. We have also paid for the extermination of the pigeons which were causing damage to the fabric of the church and fouling graves. This exercise has cost in the region of £250 so far, but needs to be done annually at intervals to prevent dominant male pigeons returning. The annual cost of mowing for the growing season is around £1,200.

If you felt able to help the running of the churchyard by way of a donation, we would really appreciate it. We are aware that the Parish Council is undoubtedly asked to contribute to and

to fund an assortment of local projects, but if you would consider this request we would be grateful.

Yours sincerely

Revd M Maxwell

(On behalf of Girton PCC)

APPENDIX H MUGA Surface Refurbishment

Girton MUGA (approx 1100m²)

Sand filled artificial grass multi use games area

Thank you for the photos. We've visited the site and offer the following solution. Using compressed air we would blast the existing contaminated infill from the surface, which is then collected and can be spread on natural grass pitches.

The surface is then treated for moss and algae to ensure any remaining contaminant is killed.

We would then re-introduce new infill into the surface and leave it brushed and ready for play

Cost is £6,380.00+vat and the process will take 4-5 days

If the infill needs to be removed from site we will just charge the rate we are charged and cost will be determined by how many skips are required.

This is what I'd call a "full" rejuvenation. I could do less work, removing only the excess sand and dirt, then scarifying before bringing in new infill for £3,162 + VAT.

Once this work is done we'd recommend a regular "service" at £1,250 + VAT per visit. 2 visits are required per year to keep the pitch in good order.

Generally our clients are happy to have the sand left for future distribution on natural pitches.

Cambridge Courts Ltd.

APPENDIX I Payments Schedule

Girton Parish Council

December 2015 Payments

Current Account 61498334 /

General Parish Expenses

Date	Chq No	A/c Payee	Expense Description	Details	Net	VAT	Total	Cheque Total
16/12/15	103818	CMR Wilson	Salary		£0.00		£0.00	£0.00
16/12/15	103833	Linda Miller	Salary		£0.00		£0.00	£0.00
16/12/15	103834	Norman Lewell	Salary		£0.00		£0.00	£0.00
16/12/15	103835	Susan Cumming	Salary		£0.00		£0.00	£0.00
16/12/15	103836	Mick Mckay	Salary		£0.00		£0.00	£0.00
16/12/15	103837	HMRC	NI and Income Tax		£0.00		£0.00	£0.00
16/12/15	103838	South Cambs District Council	Non-Domestic rates		£672.00		£672.00	£672.00
16/12/15	103839	British Gas	Electricity charges for Pavilion		£814.08	162.81	£976.89	£976.89
16/12/15	103840	A-Z Educational	Pavilion Supplies		£88.70	17.74	£106.44	£106.44
16/12/15	103841	Cambridge Water	Pavilion Water Charges June - Nov		£460.76	0	£460.76	£460.76
16/12/15		Cambridge Water	Nature Reserve - Water		£17.51	£0.00	£17.51	£17.51
16/12/15					£0.00	0	£0.00	£0.00
16/12/15	103842	Avocet Cleaning Services Ltd	Pavilion Cleaning services – October		£457.00	£91.40	£548.40	£548.40
16/12/15	103843	Linda Miller	Expenses - Stamps		£38.88	£0.00	£38.88	£38.88
16/12/15	103844	Brookfield Groundcare	Grass verge cutting – November 2015		£750.00	£150.00	£900.00	£900.00
16/12/15	103845	Cromwell FireLtd	Fire Extinguisher - Annual Service		£370.14	£74.03	£444.17	£444.17
16/12/15	103846	Mythic Beasts Ltd	Web Hosting - November		£17.88	£3.58	£21.46	£21.46
16/12/15	103847	CGM Landscape	Mowing - 10 Acre Field		£217.87	£43.57	£261.44	£261.44
16/12/15	103848	CGM Landscape	Excavate French Drain - Recreation Ground		£370.14	£74.03	£444.17	£444.17
16/12/15	103849	St Johns College	Recreation Ground Rent		£1,419.29	£283.86	£1,703.15	£1,703.15
16/12/15	103850	MD Contractors	Flailing - Rec & Town End Close		£645.00	£129.00	£774.00	£774.00
16/12/15	104101	Cathedral Leasing Ltd	Quarterly Rental- Hygiene Services		£67.59	£13.52	£81.11	£81.11
16/12/15	104102	PKF - Accountants	Annual Return - March 2015		£980.32	£196.06	£1,176.38	£1,176.38
16/12/15	104103	A-Z Educational	Kettle		£19.99	£4.00	£23.99	£23.99
16/12/15	104104	CMR Wilson	Expenses - Milk & Fuel		£33.85		£33.85	£33.85
			Totals		£7,441.00	£1,243.60	£8,684.60	£8,684.60
16/12/15	104105	CGM Landscape	Replacement Cheque 103734 - June		£950.91		£950.91	£950.91
Wellbrook Way Account 61737396								
16/12/15	500	Cambridge Water	Girton Bowling - Water - June - Nov		£194.58		£194.58	£194.58
16/12/15	501	British Gas	November Electricity	£	37.90		£ 37.90	#
16/12/15	502	British Gas	Bowling Green Electricity		18.56		£ 37.90	#

APPENDIX J Chairman's Report 10th December 2015

Following our resolutions at the last PC meeting we have instructed our solicitors to draft the legal documents for the transfer of the Wellbrook Way open space to Girton Town Charity, and I have written a lengthy letter of complaint to our MP, Heidi Allen, about our lack of progress in getting our concerns on the A14 upgrade project registered with the Planning Inspectorate. I have reiterated these issues in a follow up conversation with Heidi Allen's Parliamentary Assistant, Paula Wade, and I understand a letter is being drafted to the Planning Inspectorate and the Transport Secretary.

I am pleased to report that our responses to our auditors' questions concerning the complaint received about our Annual Return were accepted and the Return was signed off without qualification. The less good news is that this whole sorry affair has incurred a bill of an additional £582.32 in auditors' fees and unfortunately there is no means by which liability for this cost can be laid at anyone else's door. It is regrettable that the complainant was not prepared to resolve his concerns directly with us rather than involve the auditors, even after they asked him to do so. I shall be writing to him to emphasise this point.

Other pleasing news is that the bus shelter removed from Girton Corner has now been placed at Churchfield Court. We await the relocation of the second shelter from Huntingdon Road to a position we have approved near Wellbrook Way.

Finally I would like to wish all Councillors and Staff best wishes for a very Happy Christmas and all you would wish for yourselves in 2016.

Haydn Williams

APPENDIX K

Flood and Drainage Report for Girton Parish Council 16th December 2015

On 27th November a meeting was arranged by our MP, Heidi Allen, with the Environment Agency. I attended with two other residents from Dodford Lane and Fairway and we were able to raise the issues that we have with flooding in the village once again. In particular we brought up the opportunity to reduce the flood risk by including some flood mitigation into the designs for the upgrading of the A14. Although we have already submitted our comments prior to the final deadline for consultation on the project, Heidi Allen agreed to send a letter to the Secretary of State to request that our flooding concerns are addressed during the detailed design phase of the project. Representatives of Swavesey, Oakington and Longstanton also attended the meeting and shared our concern that the EA's costings are a factor of 3 to 4 times market rates so that very few schemes meet the cost/benefit criteria set out by the Government.

I have now received a copy of the Girton Pre-Feasibility Review prepared by Consultants, Mott MacDonald, and have submitted my initial comments to the Environment Agency. We have a meeting with them to discuss the issues raised on Thursday 17th December. I will be attending with Brian Bromwich and Peter Thom and will be asking for clarification on the hydrology, outline designs, costs and benefits, in fact everything that is presented in the EA's report. In addition, we want them to consider alternative solutions to the flood risk such as the construction of retention ponds when the A14 upgrade is carried out.

On 4th December I met the Bridge Engineer from the Cambridgeshire County Council with Brian Bromwich and others, at the Oakington Road Bridge. He has agreed to carry out and inspection and structural assessment of the bridge in the next financial year. He expressed the view that a replacement bridge would probably cost around £5-600k rather than the extortionate figure of £1.75m used by the EA in their feasibility report.

Douglas Whittle
16th December 2015