

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 November, 2016 at St Vincent's Close Community Centre, Girton, at 7.30 p.m.

Residents in the parish were invited to attend this meeting and to speak at Item 16/125.2

Present: (Cllrs) H Williams (Chairman), Buckler, Bygott, Dashwood (from item 16/128.1 onwards), de Lacey, Godby, Griffin, Kettle, Taylor, Thorrold and Whittle.
Cllr L Harford (Cambridgeshire County Council) (until end of item 16/126)
5 members of the public (three left the meeting at the end of 16/125.2)

In attendance: S Cumming (Clerk)

16/122 Welcome from the Chairman The Chairman welcomed everyone to the meeting.

16/123 Apologies and reasons for absence Apologies had been received from Cllrs Harrington and L Williams, and the Chairman accepted their reasons for absence.

16/124 Members' declarations of interest for items on the agenda. None.

The following item was brought forward.

16/128 Business items requiring a decision, or consideration by the Council.

1. To co-opt a new member of Girton Parish Council (details previously circulated).
Cllr Julie Dashwood was unanimously co-opted to the Parish Council and welcomed by the Chairman. She then signed the Declaration of Acceptance of Office.

16/125 Public Participation session on agenda items and matters of mutual interest:

1. Presentation from Girton Town Charity on plans for the churchyard boundary.
The item was moved to the end of the meeting to allow one of the presenters to attend following another engagement.

2. Members of the Public. Dr J Brewer spoke about the need for a replacement tree for the Holm Oak by Cotton Hall, which was removed earlier in the year. Replacement of the tree was a condition of the permission being given for removal. Mr D Forbes spoke about fencing at Mayfield Triangle, which is used by parents with toddlers and gives a natural barrier against being used for parking. This item will be considered by the Environment Committee. Mrs L Martin spoke about the report from the Open Gardens group, regarding the phone kiosk on Cambridge Road. The kiosk project will link with other groups, eg herb tubs for the community, playgroup growing beans. An insect box was also suggested. The works would be funded from existing funds and donations, with ongoing costs being met from future Open Gardens events. Cllr Buckler outlined other suggested uses for the kiosks, which had been received from residents.

The Chairman thanked the speakers, who left the meeting at this point.

3. County Councillor's Report (*Appendix A*) The County Council's meeting to discuss Devolution has been postponed until 22nd November. Concerns were raised by parish councillors over the City Deal's expense, and concerns over Histon and Milton Roads and the closure of Victoria Road would channel traffic down Castle Hill. Local people need to feel that they are being consulted regarding congestion in the city. Cllr Harford congratulated Cllr Taylor on a recent speech about the City Deal on GPC's behalf.

The Chairman thanked Cllr Harford.

4. District Councillors' Reports (*Appendix B*) Cllr de Lacey reported on the briefing on the WING Development, particularly the aircraft testing facility. Cllr Bygott reported that the City Deal is off track and we should support those who don't want Milton Road and Histon Road trees being cut down. At Great Shelford

Station, the 1hr train timetable is unusable. If the railway timetable was changed, it could clear congestion. This is the season for loan of the infrared camera to identify how dwelling insulation can be improved. One-hour training sessions are being offered from South Cambridgeshire District Council.

The Chairman thanked Cllrs de Lacey and Bygott for their reports.

5. Police Report (*Appendix C*) Our PCSO will be asked why Wellbrook Way is described as a high-crime area. Neighbourhood Watch has a couple of representatives in Wellbrook Way. Pedlars have been seen in the village, and concerns were raised regarding the legitimacy of charity collectors purporting to represent Great Ormond Street Hospital. Cllr Dashwood agreed to investigate with her contacts at GSOH.

16/126 To confirm the Minutes of the Parish Council Meeting held on Wednesday 19th October, 2016. The Minutes were proposed as a true record of the meeting by the Chairman, seconded by Cllr Whittle, and approved with two abstentions. Cllr Harford left the meeting at this point.

16/127 Matters arising from the Minutes (for information only)

16/116.1 The transfer of land at Wellbrook Way is being progressed.

16/116.4 Club 55 have been informed about the donation to the Christmas meal, and sent thanks.

Noted by the Council.

16/128 Business items requiring a decision, or consideration by the Council.

The following item had been brought forward:

1. To co-opt a new member of Girton Parish Council (details previously circulated).
2. To approve a request that the flower tub currently by the postbox at the junction of Girton Road /Pepys Way be moved to the north corner junction of the two roads (*Appendix C*). Proposed by the Chairman, seconded by Cllr de Lacey. Approved unanimously.

3. To agree a date for the next Girton Parish Council meeting.

The third Wednesday in December clashes with village carol singing, with which councillors are involved, so it was proposed by the Chairman that the meeting be held on Tuesday 20th December instead. The proposal was seconded by Cllr Griffin, and approved unanimously.

4. To review and agree matters relating to the Finance Officer position. The position is currently vacant. A query had previously been received from a resident regarding the post, and the Clerk will contact the resident. The position is to be advertised in the Girton Parish News. It was proposed by Cllr Williams that Cllr Dashwood be a member of the Human Resources Committee, seconded by Cllr Bygott and approved unanimously. The members of the Human Resources Committee are therefore Cllrs Buckler, Dashwood, de Lacey and Griffin.

16/129 Finance and Resource Management

1. To approve the payments schedule for the past month (*Appendix E*). The payments schedule had previously been checked by Cllr Whittle. Proposed by the Chairman, seconded by Cllr Whittle, and approved with one abstention.

2. To approve new electricity contracts for the Pavilion and Bowls Green (details tabled). A three year contract with British Gas was proposed by the Chairman, seconded by Cllr de Lacey and approved with one abstention.

16/130 Correspondence (to be received)

1. 18 October, 2016: Local Government Boundary Commission electoral review of South Cambs recommendations.

2. 1 November, 2016: South Cambs District Council Annual Report for the year ending 31st March, 2016.

Received by the Council.

16/131 To receive reports

1. To receive a business plan regarding use of the decommissioned phone kiosk on Cambridge Road (*Appendix F*). The report had been discussed in the public open session earlier in the meeting.

2. Chairman's Report (*Appendix G*) There were no questions regarding the

Chairman's report.

3. Girton Town Charity. No report this month.
4. Girton Youth Project (*Appendix H*).
5. Footpaths. No report this month.
6. Water Management. No report this month.

16/132 To receive unconfirmed Committee Minutes (to be circulated)

1. Planning Committee Meeting of 19th October, 2016.
Received by the Council.

16/133 Items which the Council need to discuss at the next meeting

Cyclists are using pavements in the village, which endangers pedestrians.
The sound system at the Remembrance Sunday service had worked well.
The graffiti wall should be discussed at the next Parish Council meeting.

16/125 Public Participation session on agenda items and matters of mutual interest:.

1. Presentation from Girton Town Charity on plans for the churchyard boundary. GTC Trustees Mrs A Bonnett and Dr R Hiley presented. The charity had employed an artist in residence a couple of years ago, and it is the aim to continue to have art projects. The boundary is at the heart of a conservation area by the church. The church does not want the churchyard sealed off with railings all around it. Artist Matt Sanderson had been selected, whose recent commissions include the Unwins Building in Impington, tree sculptures at Bassingbourn and Sawston Village College and the gates and railings of St Faith's School, Cambridge. The design will feature a tree of life and geese; geese are part of the village's iconography, a flock historically having been kept at Washpit Lane for quillmaking. The Diocese of Ely would have preferred more theological-themed railings and would like the railings on Parish Council land. GTC have agreed to pay for the footpath by the car park and want a high specification finish. GTC will pay for maintenance of the railings, which will have a corrosion-proof finish.

Regarding the bus shelter, the GTC's Heritage Consultant says there's no way to age Cambridge bricks used in the shelter and these cannot be reclaimed. GTC will work with GPC to find a suitable replacement, which would have to sit with the railings sculpture design. The artist may hold workshops with the local community. The Charity will produce a statement of support to say how the bus shelter would fit into the conservation area.

The meeting closed at 9.40pm.

APPENDIX A
Cambridgeshire County Councillor's Report to Parish Councils
November 2016

Despite the withdrawal of one motion [on devolution] from the agenda for October's Council meeting other questions and motions still contrived to make it lengthy.

Full details: bit.ly/2fIFoBB

The next meeting of Council will be on 15 November when councillors will vote on the devolution deal for Cambridgeshire and Peterborough.

The meeting on 25 October of General Purposes Committee was adjourned till 27 to allow for further information to be provided to members on item 9, Service Committee Review of Draft Revenue Business Planning Proposals for 2017/18 to 2021/22. At the reconvened meeting there was robust debate on the late provision of detail from government on the offer of a 4 year funding settlement for Revenue Support Grant [RSG].

Councils had been given this option to allow a degree of certainty in preparing future budgets.

RSG has been an important and sizeable element of local authority funding for many years but is being phased out and replaced by the new Business Rates Retention (BRR) scheme which the Government plans to introduce nationwide in 2019/20. BRR is designed to encourage local authorities to stimulate business growth in their area, allowing them to retain newly generated business rates income. Cambridgeshire negotiated with the Government to be an early adopter of the BRR scheme and is already benefiting from growth in business rates throughout the county. However, details of the national BRR scheme have not yet been finalised and it is possible that areas like Cambridgeshire that are generating large levels of economic growth may be expected to supplement less well-off areas by handing some of the income over to a central pot for redistribution. Those arguing in favour took the view that the right thing to do for the people of Cambridgeshire was to accept the 4 year deal with the caveat that the Council would be no worse off than if it had not accepted the deal. This would give assurance of the grant sums offered for 2017/18 and 2018/19. Advice from the Chief Finance Officer acting in his professional capacity as Section 151 Officer supported this. His view was that the Council would be in a better position to secure future funding and, although a negative RSG was unpalatable, the Council would be able to draw from BRR pooling. The argument against accepting the 4 year deal [which ultimately prevailed] was unacceptability of negative RSG for 2019/20. Full details: Meeting 25 October: bit.ly/2fKxlv0 and meeting 27 October: bit.ly/2f2hsjA

The newly appointed Interim Executive Director: Children, Families and Adults, Wendi Ogle-Wellbourne attended her first meeting of Adults Committee in November. Members were given the opportunity to consider the detail of a Memorandum of Understanding [MOU] related to the Council's role in supporting the Sustainability and Transformation Plan [STP] that government requires of all NHS organisations in the Cambridgeshire & Peterborough Health System. This 5 year plan acknowledges the interdependency of local authority provided services for adult social care and public health. Cambridgeshire County and Peterborough City councils have, therefore, been asked to contribute to its formation so that services can be appropriately aligned. Suggested amendments to the MOU included greater emphasis on the limitations imposed on the County Council by its statutory responsibilities. The most important suggestion though was the addition of a further point under governance about the role of councillors to represent the views of their constituents.

Agenda pack: bit.ly/2f2uBct

At its November meeting Health Committee further strengthened the amendment to the Memorandum of Understanding made by Adults Committee regarding the unique role of elected members.

Agenda pack: bit.ly/2fKHeZZ

The Council is carrying out a Survey of Adult Carers in England. This survey has been developed to learn more about whether services received by carers are helping them in their caring role.

Details: bit.ly/2eU1VVA End date: 17 February 2017

The agenda for Economy & Environment Committee included 4 items relating to new/improved cycling schemes including Phase 2 of the Huntingdon Road cycleway. This would see completion of the last part from just beyond Oxford Road to the junction of Histon Road/Victoria Road. There were a large number of public speakers on all these items and some of the common concerns expressed related to the floating bus stops. It was agreed that further work initially said to be needed to be undertaken with the Bus Quality Partnership will be extended to include disability and cycling groups.

Agenda pack: bit.ly/2eNgTcy

Both the Greater Cambridge City Deal Joint Assembly and Executive Board considered a report on progress of the Chisholm Trail project. The Board endorsed the Assembly's recommendations and approved construction of Phase 1, subject to it gaining planning permission, delegated powers for selection of contractors and supported the continuation of land negotiations. Both the Assembly and Board also received a progress report on building a locally responsive skills system and the Board approved continuation of the work that is being done on this.

Agenda pack and decisions/minutes:

Executive Board - bit.ly/2eRRIJi Assembly - bit.ly/2eRT5HP

The Council has published its plan for road gritting this winter: bit.ly/2g7br9C Routes have been reduced by about one third. Those routes excluded from this winter's schedule include those used by buses from Oakington/Girton to Impington Village College. Full details: bit.ly/2fJ2ikw

Consultation of District and Parish Councils, adjoining County Councils and local Waste & Minerals Operators is being undertaken on Cambridgeshire County Council's Enforcement Plan. Details: bit.ly/2fOOoOu Closing date: 05 December 2016

I look forward to seeing those of you who have meetings in November and welcome your comments and questions.

Lynda

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APPENDIX B

Report from District Councillor Douglas de Lacey

9. 11. 2016

The Council's Task & Finish Group to provide advice and support for Neighbourhood Plans has had its first meeting after a series of cancellations. I have noted before how important NPs are going to be, and the Council is doing its best to ensure that they are developed as properly evidence-based and researched projects. We are therefore making money available to Parishes to enable them to buy in expertise, and we are producing a clear service-level agreement. Since the law seems unclear as to exactly what our responsibility is, this will be important in helping us and Parish Councils to work most efficiently. We shall also provide documentary help and run workshops.

However, none of this will be of much use if Parishes cannot find volunteers to coordinate and steer the project. So far two residents of Girton have expressed interest, and while I am very grateful for that we need more to make a success of a Plan for Girton. Ideally the group should include Parish Councillors: please consider this.

We are still well short of our 5 year housing supply -- a critical issue for the approval of our Local Plan -- but there has been significant improvement. Unfortunately the current state of the economy has produced slippage in many housing developments which exacerbates the problem. Approval of the Local Plan still seems almost out of sight; perhaps another twelvemonth. Good news is that there has been much improvement in the backlog in handling planning applications under our new lead officer.

The JDCC meeting this month was given over to a Development Control Forum, to allow two petitions to be discussed. Both concerned the 'Chisholm Trail', a cycle route from Chesterton Station to Cambridge Station. The Trail should be considered by the Committee early next year.

Our Chief Executive Officer has now left us, to return on a temporary basis to her former Council which has got itself into dire straits. The leaving party on her last day demonstrated her popularity, with leading figures from other Councils and our MP putting in an appearance. I shall shortly be meeting our Finance Officer, who takes over the reins.

Later this month South Cambs will be enjoying(?/experiencing/suffering) a 'Corporate Peer Challenge' These are organised by the Local Government Association. A five-Member team from other Councils will 'help councils with their improvement and learning by providing a 'practitioner perspective' and 'critical friend' challenge.' As Leader of the Independent Group I am to be grilled by them on 17 November -- the same day as we have a briefing on the current state of our housing policies, and the extraordinary Council Meeting at which we shall decide on the devolution proposals. It will be quite a day.

Douglas de Lacey

APPENDIX C

Police Report for November 2016

Between 08:00 hrs on 01/11/2016 and 08:00hrs on 03/11/2016 unknown offender has taken a wheel from underneath a car which was parked in Woodlands Park, Girton. CF0500871116.

Message from PCSO Bujar Mani:

There have been some recent changes in local policing structure. I am now the point of contact officer for Girton, Histon and Milton: however, the majority of my time will be spent on micro-beats, which are areas that have been identified as hotspots for crime. These micro-beats fall across three villages, three in Histon, two in Milton and one in Girton, and I am responsible for reducing crime in these six streets.

Wellbrook Way is the one street I need to concentrate on the most in Girton and I would like to establish Neighbourhood Watch links in this area.

APPENDIX D

Re: Village Flower Tubs

With reference to the flower planter that is now opposite Pepys Way and i now ask the permission from the Parish Council to move this to the North corner of Pepys Way and Girton Road ? There is a lamp post and a small patch of grass and the planter would not be in anyone's way. but would be more visible.

Ann Bonnett and her team, who have are organised and funded the Book Loan Kiosk opposite Pepys Way, have plans,with your permission, to use another planter in that space between the Kiosk and the Pillar Box. They would manage and fund the planting and maintenance of that area.

I fully support this initiative, anything to improve the appearance of the village would have my vote.
Ray Gordon

APPENDIX E

Payments Schedule for Girton Parish Council – November 2016

Girton Parish Council

2016-11-01

Current Account 61498334 /

General Parish Expenses

Date	Chq No	Payee	Expense Description	Details	Net	VAT	Cheque Total
16/11/16	104336	Royal British Legion Poppy Appeal	Poppy Appeal donation	Agreed at Oct meeting	£70.00		£70.00
16/11/16	104337	Club 55 – Girton	Christmas meal for Girton's elderly	Agreed at Oct meeting	£50.00		£50.00
16/11/16	104338	Algar Signcraft Services (Cambridge) Ltd	'Caution Very Hot Water' signs for Pavilion kitchen water heater		£8.80	£1.76	£10.56
16/11/16	104339	Alan Richardson	Fuse boxes and switches		£11.00		£11.00
16/11/06	104340	Haydn Williams	Two spotlights for MUGA		£120.99	£22.20	£143.19
16/11/06	104341	Linda Miller	Expenses: stamps and milk		£20.69		£20.69
16/11/16	104342	CMR Wilson	Expenses: milk, coffee, fuel for roller		£34.86		£34.86
16/11/16	104343	Mythic Beasts Ltd	Web hosting services		£17.88	£3.58	£21.46
16/11/16	104344	Brookfield Contracting & Farming Ltd	Grass verge cutting		£900.00	£180.00	£1,080.00
16/11/16	104345	Berrycroft Stores Ltd	Fertiliser for sports pitches		£67.66	£13.53	£87.95
16/11/16	104346	British Gas plc	Pavilion electricity supply		£1,128.62	£225.72	£1,354.34
16/11/16	104347	British Telecoms	Pavilion telephone services		£399.76	£79.95	£479.71
16/11/16	104348	Avocet Cleaning Services Ltd	Pavilion cleaning services		£457.00	£91.40	£548.40
16/11/16	104349	South Cambridgeshire District Council	Non-Domestic Rates		£678.00		£678.00
16/11/16	104350	St John's College Property Account	Half-yearly rent for St John's Field		£350.00		£350.00
16/11/16	104351	Atlas Tree Surgery Ltd	Removing overhanging branches at Hibbert Ware Garden		£80.00	£16.00	£96.00
16/11/16	104352	Altrad Beaver 84 Ltd	Heras fencing hire at Wellbrook Way		£205.38	£41.08	£246.46
16/11/16	104353	PKF Littlejohn LLP	External Auditors fees		£600.00	£120.00	£720.00
16/11/16	104354	CMR Wilson	Salary		£930.45		£930.45
16/11/16	104355	Linda Miller	Salary		£683.81		£683.81
16/11/16	104356	Norman Lewell	Salary		£241.66		£241.66
16/11/16	104357	Susan Cumming	Salary		£997.43		£997.43
16/11/16	104358	HMRC	Income tax and national insurance		£402.60		£402.60
16/11/16	104359	CGM Group (East Anglia) Ltd	Mowing of St Andrew's Churchyard		£71.66	£14.33	£85.99
16/11/16	104360	CGM Group (East Anglia) Ltd	Mowing and flailing 10-Acre and 7-Acre fields	Inv nos 202272, 202146	£316.56	£63.31	£379.87
					£8,844.81	£872.86	£9,717.67

APPENDIX F

Proposal for adoption of village phone box, by the Girton Open Gardens Community, and to fill it with plants and flowers

Introduction

Girton Open Gardens is an annual event, which takes place as part of Feast Week. A significant amount of money is raised, and in accordance with the ethos of Feast Week, half of this is donated to St Andrews Church. Participants have expressed a wish that the remaining money should be used to enhance the village in an appropriately floral manner.

It has come to our notice that the Parish Council is offering village groups the chance to adopt a decommissioned phone box. The Open Gardens Community would like to adopt the phone box closest to the Church, with a view to filling it with flowering plants, and possibly vegetables and herbs, thus enhancing and beautifying that area for the benefit of all. The box may also be specially decorated for festivals such as Easter and Christmas.

Our wish is to give pleasure and delight to the villagers of Girton, including the many foreign students attending the nearby language school, who enjoy having their photographs taken beside this British icon. In its current shameful state the image of Girton that they take home is not a good one!

Outline plan

The telephone box is in reasonable structural condition but needs a thorough refurbishment to bring it back to the standard of the original K6. The Open Gardeners plan to carry out the refurbishment themselves, and with professionals where appropriate.

We understand that BT will arrange to clear the fittings out of the box, leaving an empty shell. We also understand that they are likely to be willing to leave the light fitting.

The initial steps would be to re-paint inside and out within the first few months of taking over responsibility for the box. The glass would be removed, though some lower panes may be replaced with new toughened glass. Plans would include provision of some shelving, and brackets to hang baskets. We would replace and retain the top pane of glass which says 'Telephone'.

The structure of the box would be repainted in the approved red, in order to maintain the integrity of the 1935 Giles Gilbert Scott design. We are sensitive to the fact that such phone boxes are part of our heritage, and thus should be preserved in essence. Also that this particular box lies within a conservation area of the village.

Those people living in nearby houses would be notified and given the opportunity for input into the plan should they wish.

Funding

Funding for the refurbishment will come from existing funds arising from the 2016 Open Gardens, and additional funding and donations will be sought from local businesses, private donations and the Town Charity.

The on-going costs will be met from a proportion of money raised from future Open Gardens. The Parish Council will incur no financial responsibility beyond the £1 initial outlay.

Health and Safety

We believe that the Book Exchange telephone box is covered by the Public Liability Insurance of the Parish Council, and it is hoped that the Open Gardens box, should it be approved, may also be covered in this way. We understand that this may involve a Health and Safety check, and are prepared for this to be done.

Future maintenance

There have already been many offers of help from within the Open Gardens Community, and we are confident that once up and running, the box will be well maintained, plants will be watered, and it will continue to enhance this area of the village for many years to come.

Security

If it is felt necessary unobtrusive locks may be fitted. It is hoped that the risk of vandalism will be significantly reduced once the box looks well cared for, with people regularly checking it.

Conclusion

Below is a photograph of the phone box as it is at present, beside one which has been set up by another group, as an example of what we hope to achieve. Over 3500 boxes have been adopted by other villages in the UK for a wide variety of purposes, some of which include small gardens. The gardeners of Girton sincerely hope that the Parish Council will approve their bid to become part of this elite community.





**APPENDIX G
Chairman's Report
11th November
2016**

GTC plans for an artwork 'fence' between the churchyard and the car park have been presented to the Diocese who have requested that it will be owned by and be the responsibility of the Parish Council. Provided we have no

other objections this should not be an issue as GTC are prepared to take long term responsibility for it for us. More detailed plans for the footings for the churchyard boundary 'fence' have been received from GTC and it is apparent that the construction will require the bus shelter to be moved to a more central position between the footpath and the car park entrance. This will effectively mean a new bus shelter. GTC are to provide proposals for a new design and contribute to the additional cost this will incur. This is a matter that we shall have to consider in consultation with the parish in due course. GTC are to present their plans to us at our coming meeting.

Our solicitor reports that the Land Registry has registered the transfer of the Bowls Green and surrounding land to the PC from Taylor Wimpey and he is now progressing the transfer of the green section below the Green to GTC for the construction of the car park and open space.

This month has seen extensive problems with sports area lighting. Several lights on the MUGA failed and could not be directly replaced as they are now obsolete. A low cost solution was devised but is unlikely to be adequate as more of the current lights fail. We shall almost certainly need to budget to replace the lights and the playing surface next summer. The tennis court lighting has also had one failure and we are currently devising a means of replacing the failed bulb without incurring costs of cherry picker hire.

It was heartening to see a good turnout at the War Memorial this morning. Along with a good number of members of the public and the PC, a class from the Glebe School attended and laid their wreath. My apologies again, that I am unavoidably elsewhere on Sunday so will miss that ceremony.

Haydn Williams

APPENDIX H

Summary of Girton Youth Project Report for October 2016

Future planning

With the opportunities for projects large and small within the primary school there are a number of potential ideas that are soon to be planned. We will continue to arrange small projects on a one day basis each week, but there are some longer projects that will really allow the young people to get stuck into that may cover a number of weeks, and hopefully some that tie in with lesson time, like the previously successful rockets project. These could include projects such as toy car building, alongside other creative and artistic projects. We also hope to organise projects that get the young people involved in team based challenges to given the opportunity to overcome tasks, for great fun and to do activities they haven't before, much like they do at the youth club.