# **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 Tuesday 20th June, 2017 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 17/71.1

<u>Present:</u> (Cllrs) H Williams (Chairman), Buckler, Dashwood, de Lacey, Godby, Griffin, Taylor (until end of item 17/75.4), Thorrold, Whittle, L Williams. Cllr L Harford (Cambs County Council) (until end of item 17/75.1) 4 members of the public

**In attendance:** S Cumming (Clerk), M Murphy (financial contractor)

- **Welcome from the Chairman** The Chairman welcomed everyone to the meeting especially the members of the public and County Councillor Harford.
- **Apologies and reasons for absence** Apologies for absence had been received from Cllrs Bygott and Kettle and the Chairman accepted their reasons for absence.
- 17/70 Members' declarations of interest for items on the agenda. Cllrs de Lacey and Godby declared non-pecuniary interests in item 17/75.3 as Cllr Godby and Cllr de Lacey's wife had sold Feast Week programmes.
- 17/71 Public Participation session on agenda items and matters of mutual interest:
  - 1. Members of the Public. A resident spoke about the possibility of a Speedwatch scheme in the village. Five Girton residents had attended Speedwatch training at Cambourne Police Station on 3<sup>rd</sup> June, and all have concerns regarding speeding traffic, particularly dangerous between 8-9am. A pool of trained residents would be needed and Parish Council support is required for the scheme to go ahead. Councillors raised issues including whether Speedwatch volunteers should operate in their own village, and where in the village the Speedwatch would be set up. The speaker was thanked by the Chairman.
  - 2. County Councillor's Report (*Appendix A*) Cllr Harford and Cllr de Lacey have looked at where a cycle path might go and have a meeting with Mike Davis to discuss cycle paths in the division and where to tap into funding. Thanks were given to Cllrs Harford and de Lacey for their interventions on Girton Road's resurfacing, which has emphasised how poor the rest of Girton Road/Cambridge Road is resurfacing of these sections is in next year's schedule. Resurfacing can only be undertaken between March and October and Cambs Highways is fully committed for this year. The Chairman is to press for repairs to pot-holes, and Cllr Harford has asked the Local Highways Officer to look again at Girton in person. Road markings will usually be replaced within four weeks of the resurfacing. SCDC have suggested an advisory cycle lane be marked on Girton Road. An advisory cycle lane on Thornton Road has been discussed but the road may be too narrow. The cycle escape at Girton Corner is the only place where an advisory cycle lane would make sense. Cllr Harford is to follow up. The Chairman thanked Cllr Harford.
  - 3. District Councillors' Reports (*Appendix B*) Cllr de Lacey spoke of the uncertainty which the general election has produced. It is unclear what will happen to the Planning White Paper. Objections to sites at the Local Plan Inspection has been a low-key affair. St John's agent has argued that their land be taken out of greenbelt with the defence that they could provide something sensitive, but officers have repeated that they felt this was inappropriate. Cllr de Lacey was requested to raise with SCDC the need for refuge points on each landing of multi-storey buildings: following the Grenfell Tower fire, Cllr Taylor would be unwilling to give this advice that the disabled wait at these points. Cllr Taylor has raised this with

Stephen Kelly and will put this in a letter as it should be raised with the Planning Department. Building regulations control what the District Council can prescribe, and Cllr de Lacey will take this up with Stephen Kelly.

- 4. Police Report (*Appendix C*) The Clerk had received an update to the report since the agenda was circulated and read this out at the meeting.
- 17/72 To confirm the Minutes of the Parish Council Annual General Meeting held on Wednesday 17<sup>th</sup> May, 2017 (previously circulated). The Minutes were proposed as a true record of the meeting by the Chairman, seconded by Cllr Buckler and approved with two abstentions..
- 17/73 To confirm the Minutes of the Extraordinary Parish Council Meeting held on Thursday 8<sup>th</sup> June, 2017 (previously circulated). In item 17/67 the phrase "Finance Committee" should be moved to the end. The Minutes were proposed as a true record of the meeting by the Chairman, seconded by Cllr Buckler, and approved with four abstentions.

## 17/74 Matters arising from the Minutes (for information only)

17/67 The Annual Return 2016-2017 is currently with the Internal Auditor and was delivered to the External Auditor by the deadline of 19<sup>th</sup> June, 2017. Finance reports should be presented monthly or quarterly and the Internal Auditor has recommended a mid-year audit in October. Her comments have been forwarded to the External Auditor. Mr M Murphy was thanked for his help in preparing the Annual Return, and the HR Committee will consider the needs for a Finance Officer. It was reported that there has been slow progress on the Mayfield Triangle fencing, as the contractor has been in hospital again and the labourer employed by him is not available until 21<sup>st</sup> June, but we've received assurances that the works will be carried out this week.

## 17/75 Business items requiring a decision, or consideration by the Council.

1. To approve a contractor to undertake grass spraying at the Recreation Ground (*Appendix D*). Clarification is needed on the products which the contractors intend to use. It was proposed by the Chairman that a vote be taken on a proposal that the Council goes with whichever quotation better meets needs. Concern was expressed regarding toxins which kill mammals. Cllr de Lacey proposed that the decision be delegated to Cllrs H Williams, Griffin and the Clerk, seconded by Cllr Godby. Approved unanimously.

Cllr Harford left the meeting at this point.

- 2. To approve tree works to a damaged horse chestnut at the Recreation Ground (*Appendix E*) Cllr Griffin proposed that the tree be felled and the stump left intact, seconded by Cllr H Willams. Interplanting to provide generational increase of trees at the Recreation Ground has been discussed. Approved unanimously.
- 3. To approve a fee of £50 for Girton Village Celebrations' use of the Pavilion and grounds for Girton Feast Week, on receipt of accounts from 2016's Feast and provided that the Council is satisfied with the allocation of profits from last year's Feast. The Parish Council is not in a position to subsidise out of the precept for another organisation to give it to someone else, so needs itemised donations to know where the money's gone and whether we support it. It is a whole village event open to all. The Chairman proposed that this item be postponed until the next meeting.
- 4. To agree that the left-hand gate to the play area on the Recreation Ground can be secured to prevent access during the Girton Feast Fun Day on 8<sup>th</sup> July, so that participants enter the site through the gate nearest to the Pavilion. Proposed by Cllr Godby, seconded by Cllr Taylor. The proposal has H&S implications. It must be made clear that they do not have the right to exclude anyone who doesn't pay. An amendment was proposed by the Chairman, seconded by Cllr de Lacey, that a notice be attached reading "Access to the playground only. For Feast Day events, please use the other gate." The amended motion was approved unanimously. Cllr Taylor left the meeting at this point.
- 5. To consider a request to re-site the Planet Aid UK clothing bank from the Co-Op store on Girton Road to the Recreation Ground Car Park (*Appendix F*) The car park

is shortly to be resurfaced. The Chairman proposed that the application be rejected, seconded by Cllr de Lacey, and approved unanimously.

## 17/76 Finance and Resource Management

1. To approve the payments schedule for the past month (*previously circulated*) The Payments Schedule had been checked by Cllr Godby prior to the meeting. Proposed by Cllr Godby, seconded by Cllr de Lacey, and approved with two abstentions. Mr M Murphy spoke about the need for monthly and quarterly reports and producing variance analysis to see whether spending is on track. The Council needs to be open-minded about online banking. VAT issues require further investigation. The authority to write-off bad debts lies with the Council. The IT System needs review as the laptop has finally died and there have been difficulties because of the two parallel systems.

## 17/77 Correspondence (to be received)

1. 11<sup>th</sup> June, 2017: Information from Planet Aid regarding re-siting clothing bank Received by the Council.

# 17/78 To receive reports

- 1. Chairman's Report (Appendix G) There were no questions arising from the Chairman's report.
- 2 Girton Town Charity. No report received this month. The Clerk was requested to write to GTC to ask for monthly updates or a draft of GTC's monthly reports for Girton Parish News.
- 3. Girton Youth Project (*Appendix H*) Received by the Council.
- 4. Footpaths. It was reported that the footpath at Dovehouse Close is very overgrown with nettles and weeds and has been sprayed.
- 5. Water Management (*Appendix I*) The Water Management Officer and residents will meet with Environment Agency representatives on 21<sup>st</sup> June, and it is hoped this will be a productive meeting.

## 17/79 To receive unconfirmed Committee Minutes

1. Planning Committee Meeting of 17<sup>th</sup> May, 2017 Received by the Council.

# 17/80 Items which the Council need to discuss at the next meeting.

Three phonecalls have been received from Orchard Close and Churchfield Close where door-to-door selling is prohibited, and the Clerk will write to Girton Feast Committee regarding a licence to undertake charitable collections.

The meeting closed at 8.55pm

# APPENDIX A Cambridgeshire County Councillor's Report - June 2017

At the County Council's annual meeting, the first one since the election, members of the majority group were appointed as the chairs and vice-chairs of all the committees with the exception of Audit & Accounts Committee which, with it scrutiny responsibility, was deemed to be more appropriately chaired by a member of the opposition. The agenda also included some constitutional changes but, as previously reported, the committee system, at least in principle, has to persist for two years. Agenda pack: http://bit.ly/2rmDW5m The agenda for the first service committee to meet, Highways & Community Infrastructure [H&CI], was fairly light. The agenda plan though is one that I shall keep to hand as this is the committee that looks after road maintenance and such things as the Local Highways Improvement [LHI] scheme. You will recall that this initiative invites local

community groups to apply for up to £10,000 towards a proposed highway improvement, subject to the applicant group contributing at least 10% of the total cost. Until recently time spent by officers administering and delivering schemes through the initiative has not been attributed to its £607k annual capital budget and has been subsidised by other areas of the capital programme. As part of the Council's 2017/18 Business Plan, Members approved a savings target of £100,000 per year for both 2017/18 and 2018/19 against the LHI initiative and the newly introduced Privately Funded Highway [PFH] schemes initiative on the basis of achieving full cost recovery. Following a review changes will be proposed in a report which is scheduled to be presented to H&CI at its July meeting. At that time Members will be asked to consider changes and whether to approve their introduction.

The agenda plan also shows for the October meeting a decision item on Library Service Transformation. The Council is taking a refreshed approach to the Library Transformation programme as a successor to the Community Hubs programme. This change represents an opportunity to consider and develop a more radical and yet sustainable programme of library service transformation. The revised approach will retain the trusted 'brand' of the Library Service whilst continuing to develop the Council's network of libraries as places where citizens can access a wide-range of different services and activities within their communities. Since the previous library service strategy was agreed in 2015, the Department of Culture, Media and Sport [DCMS] has published 'Libraries Deliver' which sets out the ambition for public libraries for the next five years and the Council intends to use this national framework as the basis for transformation of the service.

Agenda pack: http://bit.ly/2sG6OJt

Economy & Environment Committee's agenda included member consideration of a report on Preliminary Flood Risk Assessment that the County Council is required by both national and EU legislation to produce. One of the outputs of the Preliminary Flood Risk Assessment is the identification of Flood Risk Areas. The process of selecting the areas is undertaken at a national level based on European criteria. The areas are selected based on comparing the probability of flooding against the potential consequences it would have in an area. Updated flood risk mapping is used for this purpose together with records of population and national and local receptors [hospitals, schools, critical infrastructure etc]. In Cambridgeshire there are many areas at risk of surface water flooding. However the Flood Risk Areas focus on those locations where flooding could have the most significant impacts on large populations and public services based on national criteria. South Cambridgeshire is not one of the 3 areas designated for the county of Cambridgeshire.

Agenda pack: http://bit.ly/2rDJPKo

The Combined Authority's first meeting under its new chairman on 31 May started with James Palmer signing the declaration of acceptance of office as Mayor of Cambridgeshire and Peterborough. The constituent councils have appointed their members on the Overview & Scrutiny Committee and the Audit & Governance Committee, both of which are politically proportional. Additionally, the chairman of the Overview & Scrutiny Committee must not belong to the same political party as that of the Mayor and there must be at least one independent person [not a councillor] of the Audit & Governance Committee. Indeed, the Combined Authority Board has appointed the independent person

to be that committee's chairman. Portfolios for the Combined Authority have now been confirmed. The Leaders of the County Council and SCambs District Council hold the Fiscal and New Homes & Communities portfolios respectively. Agenda pack: http://bit.ly/2szyvUI Both Children & Young People Committee [C&YP] and Health Committee considered an update report on the 0-19 Joint Commissioning of Children's Health & Wellbeing Services. The report itself underplayed the success that the new structure has achieved but with the benefit of having the Head of Service at the meeting, Health Committee members were able to elicit that there has been a big reduction in the numbers on waiting lists. That evening at the MJ Awards the unit was highly commended in the Reinventing Public Services category.

Agenda packs: C&YP http://bit.ly/2rnVuha and Health: http://bit.ly/2rEi4la The cyber attack on the NHS and the British Airways flight disruptions are yet two more examples of the vulnerability to which we are exposed as we become ever more dependent on computer connectivity. The increasing number of us who rely on the internet for a range of needs including email communication, armchair shopping and banking need to be ever vigilant about cyber-security [on which Cambridgeshire Constabulary is one of the leading forces in the country]. There is a wealth of advice available to individuals on https://www.getsafeonline.org/ or small businesses can find similarly helpful advice at: http://www.actionfraud.police.uk/small-businesses-know-your-business After many years of waiting Cambridge North Station opened on 21 May providing really good connections with the busway and its popular and well used cycle way. The current schedule of services has received some criticism but there is no doubt that this new station provides an alternative for many to driving through congested city roads to get to Cambridge station. Good news too from the Greater Cambridge City Deal [GCCD] whose Board announced the locations of the first two Greenways: Waterbeach and Fulbourn. I attended a workshop, independently run on behalf of the GCCD to look at the 8 options for a new Park & Ride site. It was well attended by a mix of residents, councillors, County Council transport officers and their equivalent from Addenbrookes as well as Andy Campbell and one of his colleagues from Stagecoach. The over-long introduction provoked some sceptical views on the purpose of the workshop but, once everyone settled down to work in their groups, the atmosphere was positive. Although the purpose was not to identify a preferred option at this stage, it did appear that there was a good deal of

As always I welcome your questions and comments on the foregoing and any other local or strategic matter in which you are interested.

Lynda

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consensus about the merits or otherwise of the various options.

#### APPENDIX B

# Report from District Councillor Douglas de Lacey 13. 6. 2017

Recently I was pleased to support an application to our Community Chest by FOGG to improve the A-V system at the Glebe School, so I'm delighted that they have been granted all they asked for. I hope the installation will include a hearing loop even though this was not part of the initial plan.

Before the SCDC Annual Meeting, the 3 Group leaders met, mainly to discuss the number and sizes of committees for the coming year; we agreed no changes were necessary. We in the opposition however did press on the Leader the importance of choosing the best persons for chairs regardless of political persuasion, especially for the Scrutiny Committee. So it was very disappointing that at the Annual Meeting we were faced with the most astounding arrogance and intransigence. The Leader proposed that we should approve his choice of Chair and Vice-Chair posts for all committees in a single vote, without even telling us who they were to be. When we demanded details an officer had to scribble names down on a scrap of paper and photocopy it. Eventually after much chaos we reverted to the normal approach of voting on each nomination in turn. But the stooges made sure that this actually made no difference, even for the Scrutiny Committee where good practice and common sense scream out that the Chair should not be from the majority Group.

We then received reports including one from the Scrutiny Committee which highlighted the absurdity of having a majority Group chair -- the report would never have led the reader to think there had been anything amiss in the past year's governance; least of all the problems with the new waste collection regime which continues to be problematic and which has reduced some residents of Girton quite literally to tears. I pointed this out but the chair was unrepentant. `You didn't attend our sessions so you can't criticise' was the attitude. The kindest assessment of last year's committee and its report would be `lazy'. We are unlikely to see any improvement this year.

On 8 June the Inspectors of our Local Plan considered the objection by St John's College's agents to the exclusion of our St John's fields from development. Unfortunately I had a hospital appointment -- I raced from that to Cambourne, to catch only the last 30 seconds or so of the presentation. The Inspectors made no immediate response and will probably not comment now until their final report. I was grateful to Tom Bygott for a lift home for me and my bike: it was a long way to go for very little benefit.

Cambridge City and South Cambridgeshire District Council are moving towards a joint Planning Service, and our new Director of Planning has hosted briefings on the proposals as part of the member consultation. A joint service would be the biggest in the country, we were told at the one I attended, and could provide us with a number of benefits -- not least the worth of the job for our officers, whom at present we find it difficult to recruit and retain. We raised a number of questions including a concern that we might institutionalise the worst of current practice; the reassuring answer was that we are creating a new service not just combining the old, and each area will be carefully examined. But the team are aware this there are many risks in this exercise; and one note of caution was sounded in that the Planning White Paper on which much of this depends -- not least the finances -- now faces an uncertain future after the general election.

Talking of consultation, South Cambridgeshire has opened a consultation on our future. The web page at <a href="www.scambs.gov.uk/letstalk">www.scambs.gov.uk/letstalk</a> gives an overview of our District and asks 3 questions: What do you love about living in South Cambridgeshire? What makes your community a great place to live now and why? and How can we preserve and enhance what is important to you whilst the district is changing? The reader is directed to a surveymonkey page, but since that asks the same 3 questions you might as well just write an email. The survey closes on Friday 28 July.

Douglas de Lacey

# APPENDIX C Police Report: May-June 2017

Between 13:00 hrs and 17:30 hrs on 30/05/2017.

Thornton Road, Girton.

Unknown offender has cut the brake cables on a gent's mountain bike.

CF0300650517.

At 22:44 hrs on 31/05/2017.

Goldfinch Developments Ltd, Wellbrook Way, Girton

Unknown offenders have gained entry into a building site and forced entry to work cabins and taken power tools. These were then found by the security fencing, so suspects may have been disturbed.

CF0302960617.

04/06/2017 21:00 - 05/06/2017 07:40

St Margaret's Road, Girton

Offenders have entered a shed carrying out a search.

Date Occurred: 11/06/2017 14:00 - 12/06/2017 09:45

Location: Redgate Road, Girton

Description: Unknown offender has gained entry to a black Renault Clio by smashing the rear

offside window. Bags stolen from within.

CF0330350617

CRIMINAL DAMAGE TO A VEHICLE (St Vincent's Close, Girton)

12/06/2017 21:30 - 13/06/2017 09:30

VW Golf parked locked and secure unknown offender(s) have smashed o/s rear window with unknown objects.

#### APPENDIX D

## Quotations received for grass spraying at Girton Recreation Ground

- 1) Working Turf Ltd: Application of Scotts Praxys (applied @2lts/Ha), plus application of Praxys. Total: £747.98 (plus VAT)
- 2) CGM (East Anglia) Ltd CGM Ltd will provide NPTC qualified operatives and all modern machinery in order to treat the mainplaying field and 10 acre field with selective herbicide to help control broadleaf weeds. Total: £650.00 + VAT

#### **APPENDIX E**

## **Quotation for tree works at Girton Recreation Ground**

Anglia Tree Works Ltd To remove fallen branch £60 plus VAT To remove and fell £240 plus VAT To grind stump £80 plus VAT

# APPENDIX F

# Request to re-site clothing bank at Girton Recreation Ground Car Park

To the Chair of Girton Parish Council

Dear Sir/Madam

I write to you to kindly ask permission to place Planet Aid UK's clothing bank at Girton Recreation Ground next to the wheely bin.

Planet Aid has for more than 17 years had our clothing bachk the Co-Op in Girton. I, as Managing Director, made an agreement with Pioneer Co-Op to place clothing banks at their stores many years ago. Girton was one of them.

Pioneer Co-op became part of the bigger Co-Op ground based in Manchester some years back, and Salvation Army got permission to place their banks at all the Co-Op group's stores. They have now asked us to remove our clothing bank.

I was in Girton yesterday to find an alternative site, and found that the recreation ground would be a very good spot to place our bank. We will service the bank at least every second week.

Planet Aid UK does environmental work and supports development aid work in some of the poorest parts of the world. The clothes collection is vital for our fund-raising.

We have been in Girton for many years and I expect people in the village would still like to support our work.

Please find enclosed our latest newsletter and the year report from Humana People to People of which we are a member.

To know more about our work please visit our website www.planetaid-uk.org

Yours sincerely Birgit Soe MD of Planet Aid UK

# APPENDIX G Chairman's Report 11<sup>th</sup> June 2017

The saga of the blocked sewer near Oakington Road Bridge is finally resolved. The grass verges and a manhole cover were left in a damaged state however. These matters were finally resolved after phone calls to Anglian Water and meetings with their contractor at the site. While the verge has been satisfactorily restored and reseeded, further damage by passing vehicles is unfortunately unavoidable. The second saga that is still on-going is the proposed repairs/resurfacing of the road from Girton Corner to Wellbrook Way, (or perhaps to Mayfield). An indication that the road was to be closed last weekend was withdrawn and a new date for the closure, of this coming weekend, was substituted. Thanks to sterling efforts by district Councillor de Lacey in clarifying matters we now believe the closure will be on Saturday morning and perhaps Sunday morning, but this may change again. At best the bus service will be very patchy over the weekend.

At our last planning meeting we objected to the erection of a 1.8m wooden fence at a property in Cambridge Road as being not in keeping with the street scene. When it became clear that our objection would be unlikely to prevail, I visited the property owners and after discussion of their need for privacy, agreed a compromise whereby the fence would be placed behind the existing hedge which will be retained. The modified plans have now been approved by South Cambs Planning Dept. Progress towards the car park refurbishment is as slow as ever. Following third party independent advice we are writing to potential contractors to arrange pre tender meetings to explain our requirements in detail. GTC has at last submitted the planning application for the new bus shelter and artistic fence.

Those who attended the Extraordinary PC meeting to approve the Annual Return will be aware that our accounts have been brought up to date by a qualified accountant recommended to us by Cllr. Bygott. I have reviewed with him in detail the draft annual return he has provided and am happy that it is accurate. The documentation is now going through internal audit before submission to external auditors.

Haydn Williams

# APPENDIX H Summary of Girton Youth Project Report

We've had a great month for weather and so the outdoor activities have taken up a lot of our time lately at the club on both Monday and Thursday sessions. With plenty of games of man hunt, pickup bulldog, football, Frisbee, den building and other mini games indoors, the club has been quite busy with a lot of different projects going on for the members to get involved in. We've also been putting on a lot of creative projects indoors at the club such as hamma beads, indoor blow football, henna designs, cake pop making and decorating and some baking of brownies, flapjack and rocky road. One member also brought in some t shirts that he painted his own designs onto.

We've been playing a lot of games on the Wii console this month after reviving some classic games, and keeping the games room busy.

We are really pleased with the way the Monday group has been developing lately, with a lot of numbers showing up regularly and a great friendly atmosphere over the last month. The enthusiasm is high and we hope this will continue to build towards the middle of summer where we can put on some big projects and games alongside the upcoming events.

Thursdays have again been quite laidback and social again this month and though the numbers are creeping up we are hoping to see much more of a rise in attendance in the near future for the middle of summer. We are aware that some of our older members are in the middle of their G.C.S.E examinations hence the slight decline in numbers of late. We are organising a Sumo suit Olympics for a Thursday evening session once the exams are over to boost numbers.

Ryan Day and Rachel Rasen

#### APPENDIX I

# Water Management Report for GPC Meeting 20<sup>th</sup> June 2017

Over the past few months I have been in touch with Richard Taylor of the Environment Agency (EA) on several occasions and have finally managed to arrange a meeting. It is scheduled for Wednesday 21<sup>st</sup> June. The agenda is given below and seems to cover all of our concerns. The A14 EA Team will be there, as will the new Project Manager. I will be accompanied by Brian Bromwich and Robin Irvine.

#### Agenda

- Introductions
- Background to flood risk and works undertaken
- A14 Proposals and impact on Girton
- Discussion of 4 options for further flood risk management work put forward by yourselves
  - Increase size of A14 attenuation ponds to take flows from Beck Brook / Washpit Brook
  - o Use of A14 Borrow Pits
  - o Lower invert of Oakington Road bridge
  - o Sheet piling to right bank of Beck Brook
- Discuss and agree way forward
- AOB
  - o Bushing works to Beck Brook and Washpit Brook
  - o Bank slip downstream of village
  - o Decking at rear of property on Fairway, Girton
  - o Formalising the Flood Group

Brian has produced an update to his previous report which covers the first three proposals in item 4 above. If any of these options are implemented there would be no need to consider the sheet piling option further.

Hopefully it will be a constructive meeting and we will make some tangible progress.

Douglas Whittle Flood and Drainage Officer, Girton Parish Council