

# 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 21<sup>st</sup> November, 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 17/128.2*

**Present:** (Cllrs) H Williams (Chairman), Buckler, Bygott, Dashwood, de Lacey, Godby, Kettle, Taylor (until end of item 17/130), Thorrold, Whittle, L Williams.

Mr N Rust (Shelford Properties Ltd), Mr P Kratz (Birketts LLP) (until end of item 17/128.2)

8 members of the public (three left at the end of item 17/128.2, five left at the end of item 17/131.3)

**In attendance:** S Cumming (Clerk)

**17/125 Welcome from the Chairman.** The Chairman welcomed everyone to the meeting, especially the members of the public and representatives of Shelford Properties Ltd and Birketts LLP.

**17/126 Apologies and reasons for absence.** Apologies had been received from Cllr Griffin and County Councillor Harford and the Chairman accepted their reasons for absence.

**17/127 Members' declarations of interest for items on the agenda.** Cllr L Williams declared an interest in item 17/131.3 as her home adjoins the site of the proposed housing development.

**17/128 Public Participation session on agenda items and matters of mutual interest:**

1. Presentation on proposed demolition of 39 Pepys Way, with 12 new dwellings to be built on, and to the rear of, the site. Mr P Kratz reminded the Council and public present that in the Budget 300,000 new houses per year must be built. The application for 16 dwellings had been withdrawn in response to the public's objections and this revised scheme will provide net 11 dwellings including four social housing dwellings. There will be a mix of sizes to meet current policies. Arboriculture and Sunlight surveys have been taken account of and are publically available. Cambs Highways and SCDC are both satisfied about highways implications. Members of the public raised concerns about the density of the development, the height of properties and requested that plans be amended to include screening and landscaping on the south side of the development. Mr N Rust agreed to look at the landscaping scheme. Housing density is 36 per hectare. The question of potential congestion in Pepys Way is not addressed in the application. The application is designed so it doesn't frustrate further development. The site floods and the developer was asked how he'll deal with increased run-off. There have been no objections from the lead flood authority. Regarding the street scene, this is not regarded as adequate reason not to knock down an existing house. The development is designed as a private drive and will not be adopted.

2. Members of the Public. A resident enquired regarding progress on resurfacing of Girton Road/Cambridge Road and the track to Histon. He was advised that Cllr Harford is pressing for work on the road and that she and Cllr de Lacey have considered what can be done to improve the cycle track. There is no money in the current Cambs Highways budget to do more than pot-hole filling on the road plus on raised junctions and some cushions. Regarding the Histon track, Cllr Taylor highlighted the Greenways Project to connect links into Cambridge.

Messrs Rust and Kratz and three members of the public left the meeting at this point.

3. County Councillor's Report (*Appendix A*) Any questions resulting from Cllr Harford's report should be forwarded to the Clerk.

4. District Councillors' Reports (*Appendix B*) Cllr Bygott reported on the blue plaque scheme in Cambridge City. It is hoped that approval for this will be given at the Portfolio Holders' meeting. Cllr Bygott wondered if there are any suggestions for blue plaques for Girton. Cllr Bygott noted that the Ridgeway is now open on the NW Cambridge site. Cllr de Lacey's written report had already been circulated. He reported that Operation Close Pass appears to be dead in Cambridgeshire.

5. Police Report (*Appendix C*) Following attendance at the Police Panel Meeting, the Chairman noted that Girton is fortunate not to have the problems of boy-racing and hare-coursing etc which other villages reported.

**17/129 To confirm the Minutes of the Parish Council Meeting held on Tuesday 17<sup>th</sup> October, 2017.** The Minutes were proposed as a true record of the meeting by the Chairman, seconded by Cllr Whittle, and approved unanimously.

**17/130 Matters arising from the Minutes (for information only)**

17/119.1 Donation to be made in current payments schedule.

17/119.2 Donation to be made in current payments schedule.

17/119.3 Organisers have been informed that donation will be made in December.

17/119.4 Installation of new computer system is to commence week beginning 20<sup>th</sup> November.

17/119.5 Task and finish group report to be presented at the November meeting.

17/122.4 Concerning the Dovehouse Close clearance, it was reported that there is a ransom strip of unknown ownership along one portion of the path boundary so neighbours are not responsible for this hedge.

17/122.6 The candidate for the Finance Officer post withdrew. It is proposed to contact the internal auditor to see if she would work on a contract basis if there are no other candidates. It was useful to have a recruitment pack for the post in our files.

17/124 Regarding the request for an independent listener, the Chairman has been to Gretton School and will put forward Cllr Thorrold's name. Anyone else interested should contact the Clerk. The independent listener would need to be DBS checked. Cllr Taylor left the meeting at this point.

**17/131 Business items requiring a decision, or consideration by the Council.**

1. To formally approve permission for Girton Town Charity to carry out work to install the artwork fence and new bus shelter at the

Pavilion Car Park boundaries (*Appendix D*) Proposed by the Chairman, seconded by Cllr de Lacey, and approved unanimously.

2. To approve a course of action for the car park refurbishment work (*Appendix E*). Proposed by the Chairman, seconded by Cllr Godby, and approved unanimously.

3. To consider the proposed demolition of 39 Pepys Way, with 12 new dwellings to be built on, and to the rear of, the site. The Chairman proposed that Girton Parish Council's agreement is subject to the installation of an effective drainage system which takes account of the historic surface water flooding to the plot and does not increase the flows off the site and so exacerbate flooding downstream where the drains eventually discharge into the Washpit. The Parish Council's agreement is also conditional upon the effects of overlooking on existing properties being mitigated by suitable screening.

The Parish Council also noted concerns, raised by neighbours relating to accessibility for service/emergency vehicles and potential traffic congestion in a busy road which houses a GP Surgery, which appear to have been ignored by the Highways report.

Seconded by Cllr de Lacey, and approved with one abstention and one vote against.

Five members of the public left the meeting at this point.

#### **17/132 Finance and Resource Management**

1. To approve the payments schedule for the past month (*Appendix F*). Cllr L Williams agreed to check the payments schedule overnight, and the Chairman proposed that the payments schedule be accepted pending Cllr L Williams' check. Approved unanimously.

#### **17/133 Correspondence (to be received)**

The Chairman has received a letter of interest from a resident, who will be co-opted at the December meeting, pending circulation of the application to Councillors.

#### **17/134 To receive reports**

1. Chairman's Report (*Appendix G*) Residents have expressed concern regarding dog excrement on verges and pavements and it is planned to have a poster campaign about this, and highlight in the Girton Parish News. At the recent Annual Parishes Conference, the Chairman had attended a workshop on digital communication.

2. Girton Town Charity. Report is published in Girton Parish News.

3. Girton Youth Project. There has been no news on the graffiti wall.

4. Footpaths. Quotations for works at Dovehouse Close and Footpath 4 are still coming in.

5. Water Management (*Appendix H*) The Chairman thanked Cllr Whittle for his report.

6. CCTV Task and Finish Group (*Appendix I*) The task and finish group requested that councillors make them aware of any omissions in the report.

#### **17/135 To receive unconfirmed Committee Minutes (to be circulated).** None.

#### **17/136 Items which the Council need to discuss at the next meeting.**

Councillors were recommended to read the new edition of The Good Councillor's Guide, as much has changed since the last edition. This is available online.

A complaint regarding smoke near roads has been forwarded to the District Council by a resident.

The meeting closed at 9.00pm

## **APPENDIX A**

### **Cambridgeshire County Councillor's Report to Parish Councils**

#### **November 2017**

It's the time of year when retailers start their 'best festive advertisement' competition and try to persuade us all to spend in anticipation of the festive period. It's also the time when

Cambridgeshire County Council starts its budget setting process again. In the last 6 years it has made £215 million of savings whilst striving still to provide good quality services. Over the next five years the Council faces a further £100m pressure on its budgets. Whilst it is on target to deliver savings of £31 million this year it now has to work on plans to deliver even more savings in 2018/19 when the gap between the money it receives from Government, council tax, business rates and its own income generation and the amount that it needs to spend on services stands at £37.5m. The historic underfunding of large rural counties like Cambridgeshire cannot continue and the Council is now working with the county's MPs and its own network of similarly affected councils to campaign for fairer funding.

Having a free NHS Health Check has proved to be a wake up call for some residents influencing them to improve their health through simple lifestyle changes. The checks are designed to spot early signs of stroke, kidney disease, type 2 diabetes or dementia and give people the opportunity to take steps at an early point to help lower their risk of developing such conditions. Often just changing to a healthier diet and doing a bit more exercise is all that's needed. Anyone aged

between 40 and 74 can book a free check with their local GP service. Funded by the County Council through its Public Health budget the 20-30 minute session provides checks on blood pressure, weight, cholesterol and the lifestyle factors that influence your health. For more information go to <https://www.cambridgeshire.gov.uk/residents/be-well/health-improvement/>

The most frequent complaints that I have received from residents of Bar Hill and Girton this month have been about the local bus services. I have been in touch with the CEO of Stagecoach who has said that roadworks are a major contributor to the deterioration in this service and I accept that these must have some effect. Residents though are not convinced by this and I am continuing to work on finding the causes and addressing them. The work on the final stage of the Huntingdon Road cycleway is due to finish, weather permitting, on Sunday 19 November and the single lane restriction at junction 14 of the M11 is due to be lifted around the same date. Once these two major contributors are out of the picture, I will be able to discuss what other reasons there are for this. For Bar Hill and Lolworth particularly this last month has brought further challenges in connection with the work on upgrading the A14. The safety barrier installed at the Lolworth junction continues to promote safety concerns. I am also concerned at the often short notice or cancellation of notified works and am awaiting confirmation of a date for a meeting with Mike Evans and Bob Pettipher to discuss this. The meeting will also give me the opportunity to raise the concerns of Girton residents about the impacts on them of the removal of vegetation along the route and to pursue the issue of the safety barrier for Lolworth.

County Highways have apologised for the chaos that was experienced when Cambridge Water carried out work in connection with the upgrade to the A14 a few weeks ago. It appears that the details that the contractors gave when applying for permission to carry out the work was not quite what they actually did when on site and, as was obvious to anyone trying to get to Tesco, go to work or return home, the traffic management system was not fit for purpose. As soon as one of the County's own Inspectors visited and made changes the situation improved. Anyone who was affected will I think be pleased to know that the County Council is levying a fine on Cambridge Water. This experience has though prepared me for dealing with future roadworks situations and, having been notified that there are to be multi-way signals at Wellbrook for an extended period, I have already sought the support of County Highways to discuss their plans with the contractors involved.

Included in the agenda for Highways & Community Infrastructure Committee's meeting earlier this month was consideration of removing the £1 parking charge at the Park & Ride sites. Draft minutes are not yet available but you can see the report and decision statement at: <http://bit.ly/2AINsUz>

The agenda for the Cambridgeshire & Peterborough Combined Authority [CPCA] meeting included an item on priority transport schemes. The priority list includes a number of SCambs items including Cambridge South Station, the A505 corridor study and the A14 junctions improvement feasibility study. Members of the CPCA agreed a budget of £4.53m [£3.53 in 2017/18 and £1m in 2018/19] for the rolling programme of transport and infrastructure schemes. They also resolved to review the pipeline annually. Agenda pack, decision statement and minutes: <http://bit.ly/2jwK3oh>

Delayed transfers of care continue to cause concern both for the NHS [particularly Addenbrookes] and the County Council. The report to Adults Committee provides little comfort. As a member of the Health Committee I have the opportunity to meet quarterly with the CEO of Addenbrookes and I know that this is a real challenge for him and his team. Members of Adults Committee were advised that for a period of six months the Head of Commissioning will be redeployed to provide

leadership and coordination of the hospital discharge process and associated services. £2.3m of new money has also been earmarked to support hospital discharge. This will be spent on additional staffing for both the reablement service and the discharge social work team as well as to provide a range of interim beds in extra care sheltered housing and care homes.

Agenda pack and decision statement: <http://bit.ly/2iZ0wOn>

A report on the government's revised schools funding formula was considered by Children & Young People Committee [C&YP] this month. The revisions include some small increases in funding for Cambridgeshire schools but I know only too well from working with our local schools that this remains a problem. Members of the C&YP committee will be required to approve the Cambridgeshire Schools Funding Formula at their January meeting.

Agenda pack and decision statement: <http://bit.ly/2imtZ58>

I look forward to hearing your comments and questions about the items in this report or any other local or strategic matter either at November's Parish Council meetings or directly by email.

Lynda

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## APPENDIX B

### **Report from District Councillor Douglas de Lacey 16. 11. 2017**

I noted last month that I had managed to get the large and unauthorised Sainsbury's sign removed from the entrance to the NW Cambridge site. Within a few days another equally large one appeared, advertising the market housing on the site. Again I complained, and am now told they have submitted a planning application. This will allow the sign to remain at least until we have a chance to reject it -- such abuse of planning law is unfortunately outwith our control. I have also complained to the University authorities.

The JDCC recently, in a meeting which I could not attend because of a hospital appointment, unanimously rejected an office block at Cambridge North Station on the grounds of pedestrian and cycle safety, a very pleasing result.

Group leaders have had meetings with our CEO, our senior planners, and the Leader. While we are pleased that we do now have these meetings it is still sometimes difficult to get hard data out of them. While most of the issues we look at are confidential, we did ask some hard questions, particularly in the areas of staff recruitment and retention, customer service, the City Deal and the mayor, and of course the Local Plan. The Council has put out a very upbeat press release on the Plan; it is not quite clear that all the optimism is justified. One question I raised on almost all these topics is: Where do we record our failures. Only by acknowledging them can we hope to improve; it is a lesson I find hard to get across. We expressed concern that Councillors' attempts to get dubious planning applications sent to the Committee was consistently ignored; and we now have a way ahead which I hope will see real improvement. Councillors will be able to liaise with the planning officer and Chair of Planning before their decision whether or not to allow it to go to Committee.

You may have seen in the press a month or so ago that Cambridgeshire Constabulary have rejected the proposal that they should adopt 'Operation Close Pass', a scheme to warn drivers who refuse to give cyclists ample room while overtaking. I wrote to the PCC to object and received a platitudinous and anodyne response; I intend to take this further.

A Draft Accessibility Action Plan was launched recently by the Department for Transport, and I have submitted a personal response. I have also responded to the consultation on deposits on drinks containers.

Douglas de Lacey

**APPENDIX C**  
**Police Report for October/November 2017**

CF0613891017  
24/10/2017 22:00 - 25/10/2017 04:56  
A14 Junc M11 & A14 Wbc, A14, Girton  
Theft from a motor vehicle, fuel taken

CF0627151017  
27/10/2017 17:00 - 31/10/2017 09:30  
Huntingdon Road, Girton  
Theft of a pedal cycle

CF0629301117  
31/10/2017 20:15 - 31/10/2017 20:25  
Thornton Close, Girton  
Theft from a motor vehicle, tools taken

**APPENDIX D**

**Statement regarding Bus Shelter and Artwork Fence**

“Girton Parish Council, being the owner of the Pavilion Car Park and existing adjacent bus shelter, hereby grants permission to Girton Town Charity to undertake all the works necessary for the installation of a new artwork fence at the boundary between the Pavilion Car Park and Churchyard, with associated new footpath and new bespoke bus shelter as described in South Cambs.

Planning Application S/1997/17/FL; permission granted 31<sup>ST</sup> August 2017. The Parish Council understands that GTC will additionally fund the refurbishment of the footpath running along the boundary of the car park and recreation ground in matching materials, this work to be carried out in conjunction with the Parish Council funded refurbishment of the car park. GTC will retain ownership of the artwork fence and be responsible for its maintenance and any public liability arising from its existence. GTC also agrees to be responsible for the maintenance of the new bus shelter for a period of 10 years from its installation.”

**APPENDIX E**

**Statement regarding Car Park refurbishment**

“Girton Parish Council authorises the Car Park refurbishment group to co-operate with GTC’s appointed project management Company, Northmores in expediting activities towards completion of the works to the car park, new footpaths, Artistic fence and bus shelter installation. The substantial cost of the new car parking arrangements will be funded by the PC and approved by the full Council according to the council's Financial Regulations”

**APPENDIX F**

**Girton Parish Council Payments Schedule for November 2017**  
**(please separate sheet)**

**APPENDIX G**

**Chairman's Report**  
**15<sup>th</sup> November 2017**

Following the delay in interviewing for the vacant RFO position, our sole candidate decided she could not continue for health reasons. Regrettable we are back to square one but have a further two possible candidates in view. Failing any success with these we will approach our internal auditor to take on the role as a contractor. This would have the added advantage of satisfying a request in last year’s audit that our monitoring of budgets should be reviewed during the year.

The order for the new IT system has been placed and installation should be happening by the end of the month.

A second quotation for the car park refurbishment has been received but is very short on detail. Meanwhile GTC have appointed a company to project manage the work on the 'Artwork fence' and bus shelter and invited the PC to work with them. Douglas de Lacey and I have met with them and separately with GTC and agreed the way forward. Items requiring approval have been placed on the upcoming meeting agenda.

Following Cllr. Harford’s request for comment on the location of the additional ‘borrow pit’ at Girton Interchange Doug Whittle and I have requested that anything that can be done to provide additional flood relief to the village should be considered.

Val Godby, Ann Kettle and I attended the Police liaison meeting at the Pavilion. The overwhelming impression I came away with was that we are very lucky in Girton to only have minor vandalism, littering and dog droppings to worry us, and that the police are very undermanned to provide an adequate service to rural areas. Our need for an upgraded CCTV system was also very clear and the task group set up for this are to report at our next meeting. One incidental point to raise is that the acoustics in the Pavilion hall really are appalling and quite unsuitable for a mass meeting of any size. We should investigate if improvements are possible.

We have received complaints this month relating to construction in Wellbrook Way and dog dropping generally in the village. Cllr Harford is following up on the Wellbrook Way issues and the Clerk is to look into publicity measures for alleviating the latter.

By the time of our meeting the Clerk and I and Douglas will have attended the Annual Parishes Meeting at St Ives on November 17th. I will report on this verbally as required. Jane Buckler and I also have a meeting with Cllr. Lynda Harford on the 20<sup>th</sup> to

discuss Girton concerns relating to any changes to the Girton Interchange.

**Haydn Williams**

## **APPENDIX H**

### **Flood and Drainage Report for Girton Parish Council, 21<sup>st</sup> November 2017**

Highways England have still not made a decision on the funding for the A14 Upgrade Legacy Projects, nor provided any explanation for their delay in doing so. Our contact at the Environment Agency (EA), Henry Smith, has been chasing this but, with no advance warning, he left the EA on Friday 17<sup>th</sup> November. I have sent his replacement an email and will be raising all the outstanding issues with her as soon as she has settled into her new post.

Our views on the A14 revised borrow pit proposal were included in the County Council's official consultation response and were as follows:

*"We have no objection to the proposed Borrow Pit, but if the location has already been fixed and cannot be changed, we would rather it was not back-filled but was incorporated into a flood attenuation pond to reduce flood flows in the Washpit. It is a shame that the original survey of the Borrow Pits overestimated the quantity of suitable material and if the location of the proposed Borrow Pit can be altered, or a further Borrow Pit is required, we would welcome one adjacent to Beck Brook, so that, after construction, it could be used to reduce peak flood flows in that river. Current proposals by the A14 Upgrade Team are aimed at "not making the flood risk any worse" rather than reducing it. One further comment; the removal of most of the trees in the area has increased the noise pollution in Girton and increased the flood risk. Trees are an acknowledged means of reducing run-off and hence reducing flood risk. The removal of most of the trees has had a detrimental effect and has increased the flood risk to the residents of Girton bordering the Washpit and Beck Brook."*

The County Council added their support and requested that Highways England considered "proactive action to seek opportunities for flood attenuation and risk reduction to Girton".

The bottom line is that since the removal of the service pipes at the Oakington Road Bridge in January 2015, despite numerous meetings, nothing further has actually been done to progress flood alleviation for Girton.

Douglas Whittle

GPC Flood and Drainage Officer

## **APPENDIX I**

### **CCTV Specification for Girton Parish Pavilion: 14 Nov 2017**

Proposed requirements for Colour HD Camera system to record video of Girton Pavilion and playing fields.

Girton Parish Council invites tenders to supply a security camera system for our car park and pavilion building to satisfy the specification below.

1. The location of car park camera(s) shall take account of the proposed re-design of the car park access. *[Insert new plan map].*
2. The cameras shall work at night and in car headlights to this specification. Infra Red lighting may be required on the camera to identify people in the dark. *[ RANGE TBD on new carpark design.]*
3. The cameras shall have sufficient wide angle of view to cover all areas as on the diagram, Fig 1 below.
4. The system shall capture vehicle registration plates to a quality adequate for the police to identify vehicles.
5. All accesses to the Pavilion, the car park, and the gate by the tennis court, shall be covered. Installers are invited to indicate the minimum number and location of cameras to achieve this.
6. The system shall be adequate for the identification of persons anywhere in the area covered.
7. The system shall retain a minimum of 28 days' data, and automatically overwrite day 1 data on day 29.
8. A console in the Parish Office shall provide real-time viewing of all cameras and the controls of this described in the tender. There shall be a facility to download real-time and historic data to an external device (eg a website, a usb device).
9. Tenders shall state the operating temperature range, maximum wind speed resistance, level of dust resistance, and minimum lux level of all devices proposed.
10. Installers are invited to comment on the option to detect motion in images of people, animals and cars, to capture image and 4 second video (or variable) and to forward email. The sensitivity of the system must be controllable to avoid spurious images from moving trees etc.
11. Installers are invited to comment on the advisability and feasibility of the following options: a panning, tilt, camera at any location; a zooming camera at any location.; automated backup to a cloud account.; the ability to view data remotely eg via a smart phone.
12. In all instances of the possibility of remote access all passwords shall be able to be changed by Girton Parish Council.

Fig 1



Fig 2

[Link](#) Can rotate in 3D

