

# Girton Parish Council

Robert Stone  
*Clerk to the Parish Council*  
telephone: (01223) 472181  
email: clerk@girton-cambs.org.uk

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

## **Minutes of the Parish Council Meeting held at 7.30pm on Wednesday 16th December 2009 at St Vincent's Close Community Centre**

**Present:** Cllrs D de Lacey (Chairman), S Clift (Vice Chairman), J Ford-Smith, V Godby, J Thorrold, R Gordon, R Martin, B Bromwich, M Wilson, L Sparling, P Starling, B Bromwich, M Taylor & E Bullman.

Cllr T Bygott (South Cambridgeshire DC), and two members of the public.

**In attendance:** R Stone (Clerk) and Mrs N Stone (RFO)

### **09/144 Welcome from the Chairman**

Cllr de Lacey welcomed everyone to the meeting.

### **09/145 Apologies and reasons for absence**

Cllr R Hiley & C Starling.  
Cllr J Reynolds (Cambridgeshire CC)

### **09/146 Members' declarations of interest for items on the agenda**

Two Councillors declared personal interests - Cllr Ford-Smith in Item 150/3 on the proposed Disability Working Group, and Cllr Godby in Item 150/5 on the appointment of a Trustee to the Cotton Hall Foundation.

### **09/147 Public Participation session on agenda items & matters of mutual interest**

#### 1. Members of the public

A member of the public raised two issues:

- (i) the poor standard of street lighting on Oakington Road on the approach to Girton. He had corresponded with County Councillor John Reynolds and had been advised that no monies were available at present but improvements may be possible in the 2010/11 financial year.
- (ii) The excessive speed of vehicles approaching Girton along the Oakington Road. Vehicles were travelling at up to 60mph in a 40mph limit. High speeds were not limited to cars. Heavy vehicles and buses were also travelling too fast causing the adjacent houses by the side of the road to shake. Some way should be found to reduce vehicle's speed perhaps by reducing the speed limit. He had corresponded with County Councillor, John Reynolds, but had had no response.

#### 2. District Councillors' reports - Cllr de Lacey's report was circulated in advance. (See Appendix A)

Cllr Tom Bygott made a verbal report. Blue bins to be used for mixed recycling collections other than composting material would be introduced in October 2009. This new service would not require the removal of village recycling points. SCDC input on the A14 project included supporting the use of noise barriers, and landscaping.

Cllr Martin asked whether SCDC would fight for Girton's quality of life following the widening of the A14. Noise would travel, and noise barriers were required along its length in order to protect the environment. Cllr Bygott confirmed that the District Council would support sound barriers and tree landscaping.

3. County Councillor's reports – These were circulated in advance. No issues were of direct relevance to Girton.
4. Police Report – No report was received. The Chairman regretted that information about crimes was not available on a regular basis. It was noted that there was a disturbance outside the Social Club on 20<sup>th</sup> November. The police were called and people were dispersed.
5. Parish Plan - The minutes of the meeting of 23<sup>rd</sup> November were circulated to Councillors as the report. (See Appendix B.)

**09/148 To confirm minutes of the Parish Council meetings held on 18<sup>th</sup> November 2009.**

Prop: Cllr Wilson Sec: Cllr Gordon. Unanimous.

**09/149 Matters arising from minutes**

|   |   |
|---|---|
| Item 138/1 Wellbrook Way  | Committee will meet early in 2010.  |
| Item 139/2 Deferred approval of balance sheet for November 2009 | Explanation received from PFO that "opening balance equity" was a running total; and "retained earnings" related to monies transferred to reserves. |
| Item 139/4 Proposed budget for 2010/11                          | Has been circulated to Councillors.   |

**09/150 Business items requiring a decision, or consideration by the Council**

**1. To approve the recommendation from the Environment Committee for the replacement of the bus shelter at Girton Corner.**

Prop: Cllr Gordon Sec: Cllr Ford-Smith

Cllr Gordon said that the new shelter on Huntingdon Road would not be an exact replacement for the existing shelter on Girton Corner. Three quotations had been received for a bus shelter with a cantilever design with an elliptical roof approximately 2 to 2.5 metres long and up to 1.5 metres wide:

- (i) Garrick Shelters £2124 (+vat);
- (ii) Queensbury Shelters Ltd £1990 to £2530 (+vat) plus optional seating; and
- (ii) Euroshel £2295 (+vat) plus delivery £295 & erection £545 = £3135 (+vat)

The Environment Committee's recommendation was to accept the quotation from Garrick Shelters. The Council approved the Environment Committee's recommendation by unanimous vote.

**2. To approve in principle the placing of all recreational and open spaces owned by the Parish Council in Trust by a Deed of Dedication with the National Playing Fields Association; subject to the satisfactory completion**

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**of the following steps:**

- (1) that a complete list of all such spaces be prepared by the Clerk and presented to the Council for approval;**
- (2) that a satisfactory report be received by the Clerk from at least one other Council which has already placed its field(s) in trust;**
- (3) that the Clerk liaise with Fields in Trust/National Playing Fields Association, and invite a representative to make a presentation to the Council.**

Prop: Cllr Wilson    Sec: Cllr de Lacey    Unanimous    **Action:** Clerk

It was noted that any transferred land in Wellbrook Way would need to be included. A query was also raised as to whether buildings could be included in Trust by a Deed of Dedication.    **Action:** Clerk to investigate

- 2. To establish a task-and-finish working group to investigate disability within the village and to report to the Council on its extent, on the means of support and help available at present, and on possible action which the Council might take to support disabled villagers.**

Prop: Cllr Ford-Smith    Sec: Cllr de Lacey    **Action:** Cllr Ford-Smith

Cllr Ford-Smith explained that the Council was required to comply with two Government Acts on disability issues, and needed to consider its responsibilities in relation to the Council and the village. The first step was to gather information and report. The working group would consist of Councillors and others from the village. Proposed members including himself were Cllr Taylor, and Noel Knights. Cllr Godby said she would like to be added to the list.

The Council voted to establish the group by unanimous vote.

- 6. To elect Cllr Ford-Smith to the Finance Committee.**

Prop: Cllr de Lacey    Sec: Cllr Gordon

The Chairman noted that Councillor appointments to Council Committees were normally made at the Annual Parish Council Meeting but it had not been possible to do so on this occasion because of ill health. As no specific provision was made in the Council's Standing Orders for these circumstances he proposed that the matter be now put to the Council.

Cllr Ford-Smith was elected to the Finance Committee by majority vote with one abstention.

- 5. To appoint a Trustee for the Cotton Hall to serve for 4 years**

Cllr de Lacey proposed Cllr Godby    Sec: Cllr Martin

It was noted that Cllr Godby's term ended on 15 December 2009, and that she was prepared to stand for a further four years. The Chairman asked for expressions of interest from other Councillors. None being received the Council voted with one abstention to re-appoint Cllr Godby.    **Action:** Clerk

## 09/151 Finance & resource management

**1. To approve payments from 18<sup>th</sup> November 2009 to 16<sup>th</sup> December 2009**

Prop: Cllr Martin Sec: Cllr Gordon

Payments for the above period (Appendix E) were tabled and approved by the Members of the Council with two abstentions.

**2. To approve the balance sheet from 1<sup>st</sup> April to 30<sup>th</sup> November 2009.**

Prop: Cllr Wilson Sec: Cllr Thorrold Unanimous.

**3. To receive the finance report from 1<sup>st</sup> April 2009 to 30<sup>th</sup> November 2009.**

The finance report for the financial year to end of November 2009 was received by Council. Cllr Wilson commented that expenditure on amenity area fencing should be placed against unallocated reserves. **Action:** PFO

**4. To receive from the Budget Committee a proposed budget for 2010/2011 and approve the budget and the transfers from Reserves which it proposes.**

Prop: Cllr de Lacey Sec: Cllr Wilson

The Chairman reported that the Finance Committee had scrutinised the bids for 2010/11 and had made significant cuts to proposed expenditure. The final version of the proposed budget had since been recommended by the Budget Committee.

Councillors made a number of comments:

Cllr Gordon – no commitment had been made by Girton Town charity to funding the £6k cost of the fence between the recreation ground and St Johns Field. No assumptions should be made.

Cllr Wilson – the budget had only been balanced by cutting allocations to reserved funds. In effect the reserves were being used in 2010/11 to cover operational expenses.

Cllr Martin – The size of the deficit on the Sports & Recreation part of the budget was sizeable. Could the Finance Committee look back over the last 10 years to identify whether expenditure was out of balance with income. **Action:** PFO  
Clerk

The budget and transfers from reserves were approved by unanimous vote.

**5. To agree an increase in the Precept for 2010/2011 of 5% over the 2009/2010 level on the individual Band D rate**

Prop: Cllr de Lacey Sec: Cllr Wilson

The Chairman said that the Finance Committee had recommended an increase of 5% per household. This would increase the 2009/10 precept of £72,910 to £76,821 for 2010/11.

The motion was approved by unanimous vote. **Action:** Clerk to notify SCDC.

**To amend the Financial Regulations as follows:**

After 3.1 add (with consequent renumbering as required)

"3.2. The Clerk may place a contract for goods and/or services approved by a

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Committee of the Council up to the value of £1000 for any single project provided that:

- (1) The project and its expenditure have been approved by the Council in the annual budget;
- (2) The specification for the contract has been approved by the relevant Committee;
- (3) The Committee is satisfied that the contract constitutes good value for money; this will normally be through seeking quotations from three sources for projects above £500 though the Committee is not obliged to accept the lowest or any tender;
- (4) The Clerk liaises with the Chairman of the Committee over the appropriateness of the Contractor(s).

For all values over £1000 the Committee must approve the contractor on the basis of three quotations provided by the Clerk prior to the commitment being agreed by the full Council. The lowest value quotation need not necessarily be accepted."

Prop: Cllr Gordon Sec: Cllr de Lacey Unanimous  
(Note: Appendix C details the superseded Standing Orders regulations.)

## 09/152 Correspondence received (Circulated at the meeting)

|  |   |
|--|---|
| Carillon WSP on behalf of Highways Agency  | Notification of deregulation orders on speed limits on the A14, A1307 and A428, at Girton.        |
| James Paice MP to Cllr de Lacey.   | Thanks for copy letter to Andrew Lansley MP on A14 draft Orders.                                  |
| Paul Pugh, Director of GO-East to Cllr de Lacey                                    | Advice on making an objection to A14 draft Orders and procedure in the event of a Public Inquiry. |
| Copy email correspondence from Girton resident on delay of opening Guided Busway.  | Response from Stagecoach advising that changes to Citi 6 bus route will be delayed until Spring.  |
| Letter from Cllr J Reynolds.   | Emerging response to EERA's consultation on East of England development to 2031.                  |
| Inquiry from Andrew Lansley MP about provision of youth facilities in South Cambs. | Response from Clerk about provision of facilities in Girton.                                      |
| Carillon WSP on behalf of Highways Agency  | Notification of repair works on A14 Huntingdon.   |
| CPALC Autumn Bulletin  | To be circulated to Councillors on 16 <sup>th</sup> December.                                     |
| Highways Agency  | Newsletter on A14 Improvement scheme  |
| Cambridgeshire County Council  | Consultation on draft freight map for county.   |
| Ian Austin MP, Parliamentary Under Secretary                                       | Advice on maintenance of war memorials  |
| Email from James Fisher, South Cambs DC  | Advice on new 28 house development at Wellbrook Way and S106 contributions                        |
| Cambridgeshire County Council  | Availability of salt bins at £100 per bin.  |

## 09/153 To receive reports:

- i) Chairman's Report - This was circulated in advance. (Attached at Appendix D)  
Cllr de Lacey added that Wimpeys had yet to receive planning permission from South Cambridgeshire District Council for the play area at Wellbrook

Way. He had learned that SCDC's Legal Department had not progressed the necessary documentation, and had requested that matters be expedited. Wimpeys had advised that as a result of the delay the play area would not be built until February 2010 at the earliest.

- ii) Girton Town Charity – No report received.
- iii) Girton Youth Works – No report received.
- iv) Car parking bollards at Smithy Green – Cllr Gordon reported that Highways Department of Cambridgeshire CC had yet to advise when they could install the bollards.
- v) Footpaths and Rights of Way – No report.

**09/154 To receive unconfirmed Committee minutes for the Sport & Recreation Committee of 11<sup>th</sup> November and Planning Committee of 30<sup>th</sup> November 2009.**

The minutes of the Sport & Recreation, and Planning meetings of 11<sup>th</sup> & 30<sup>th</sup> November were tabled.

Cllr Wilson referred to the recent article in the Cambridge News about Vic Watson's association with Girton United prior to playing for England. This would be discussed at the next meeting of the S&R Committee. **Action:** Clerk - Agenda Item

**09/155 Matters raised by Councillors including items for the next Agenda.**

Cllr Wilson requested that the issue of the proposed sculpture on the recreation ground be resolved at the January Council meeting. **Action:** Clerk - Agenda Item

Cllr de Lacey raised the Council's response to the A14 Draft Orders, and requested that Councillors considered the issues prior to the Extraordinary Meeting on 21<sup>st</sup> December.

Cllr Clift commented on the need to progress the old bus shelter at Girton Corner. Costs would rise if the matter was delayed. Cllr Godby added her support. People should not be waiting for buses in the wrong shelter. The Chairman conducted a straw poll to establish Councillors' views. With the exception of himself all present supported Cllr Clift's view.

The meeting ended at 8.50pm.

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## Appendix A

### SCDC December 2009 Report

The November S Cambs Council meeting was to say the least memorable. Two petitions were presented and their supporters turned out in force. The Chairman had also invited selected Parish Councils. That was, in retrospect, perhaps a mistake. This was not our most glorious hour.

Council looked at aspects of our Medium Term Financial Strategy and the cuts which Cabinet thinks will be necessary: cuts unpopular even among the ruling group. The third motion was a proposal to empower the Chief Executive to institute a process of redundancy and early retirement within our Housing Services. Not one voice spoke out from the floor in favour of the motion. Then a vote, which for the first time in my experience at SCDC went against the motion by 21 to 24 with 1 abstention (so every member in the chamber was accounted for). However the chairman immediately claimed the electronic voting equipment must have been faulty and the vote invalid. Chaos ensued. After much confusion a re-run resulted in the motion being lost 21 to 25. This means that none of the planned (threatened?) reorganisation of our sheltered housing can proceed. We shall look forward with interest to a revised plan.

The next item was on proposals for a Waste and Recycling Strategic Review. Having been told in the first motion we need to save £1.6M in the coming financial year, we discover the first step here is the purchase of a third wheelie bin at a cost of £1.5M to replace the green boxes. The documentation said nothing about local recycling centres, and in the debate we were told categorically both that they would stay and that they would go. So before the vote I asked which was true. Consternation, and embarrassed silence, finally broken by a reiteration that they were to go. Given the extent to which the centre in Girton is used, this is probably bad news. But it is clear that the Strategic Review had just not covered this point, and I have asked for further clarification.

The deadline for this Report means that I cannot comment on the outcome of a meeting on 10 December to determine SCDC's response to the A14 proposals. The agenda proposes approval of the plans in almost every respect barring aspects of the wildlife provision. What I would regard as a holly inadequate concern for noise and pollution in Girton is not specifically commented on in the SCDC response. I shall object, and shall be submitting my own minority report (the Parish Council will also be objecting).

It is good to see that Northstowe has been re-designated as an eco-town; this was one of my earliest campaigns as a District Councillor. It will mean a significant re-design by the planners who were not far off submitting their revised planning application. But as a fringe benefit, it is likely to sound the death-knell of Handley Grange and Mereham, though we are now a long way, I suspect, from a viable set of plans. Meanwhile the planning application for the first NIAB site, initially due to come before the Joint Planning Committee early in December, has been deferred. The University is continuing consultations on the University Farm site.

Douglas de Lacey

**Parish Plan - Minutes of meeting, 23rd November 2009.**

Present: Alex Duncan, Robin Scrine, Janet Dye, Kieran Mansley, Hugh Gault, Andrew West, Kathryn McKee.

1) Finance.

We have received £500 from the parish council. The group expressed their thanks to John Thorrold and the Parish Council for their efforts to get us this funding.

SCDC have also confirmed that they will provide a further £500 to see the project to completion. Thanks are also due to Kirsten Bennett at Cambridgeshire ACRE for help arranging this.

Kieran has been added as a signatory to the group's bank account, but there is some further paperwork required to approve this change. Kieran and Alex have arranged to go to the building society to finish this process and get cheques for all those who are owed money.

2) Data entry

As there were some forms that required entering again the status as of 23rd November is:

- 129 in total to enter
- 29 already given to people to do
- two sets of 50 to go to those who want them via Alex and Kathryn

It was agreed that comments should be extracted as soon as is practical once all the surveys are entered, hopefully in time for the next meeting.

3) Other business

Kieran reported that the Parish Council had asked if we had suggestions for uses of S106 monies due from the Wellbrook Way development. A bowling green is currently plan. The group appointed Kieran to reply with their ideas.

We have received a request from ACRE to give a short talk on our experiences of community consultation at an event aimed at those villages that are just starting the village plan process, scheduled for 9th December. Kieran replied to ACRE to say that one of the group would be able to attend. However, no one from the group was able to commit to this due to other engagements and travel arrangements.

**Extract from Standing Orders**

29.2 Any proposed contract for the supply of goods, materials, services and the execution of works with an estimated value of up to £50,000 shall be procured as follows (29.1 (e) above, and minute 06/36):

**Amounts to the value of £500.** The committees of the Parish Council should be allocated an annual budget. They may make commitment of funds up to £500 for goods or services provided it is within their budget. The decision should be minuted. There are no requirements for seeking three quotations. The Clerk, with the approval of two Councillors, may make commitments of funds up to £500 without the need to refer to the full Council."



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**Amounts to the value of £500 to £1000.** Three quotations will be sought and the commitment agreed by the full Council. The lowest value quotation need not necessarily accepted.

**Amounts above £1000 to £50,000.** Three quotations are required and the commitment agreed by the full Council. The lowest value quotation need not necessarily accepted.

## Appendix D

### Chairman's Report

During this month a villager complained about mess in the contractor's compound and the Town Charity land at Wellbrook Way. Harris fencing which the contractor had put up had been thrown down and there was some fly-tipping. I contacted both Wimpey and their contractor (Durman Stearn, who are laying the roads) and the result was that Cllr Gordon and I went on site on 7th December to meet the foreman and establish contact. We hope this will enable us to solve very rapidly any tensions in the future.

Another result of this was a comment by Wimpey that they are still waiting for final approval of the LEAP planning application which we had assumed had been signed off in July at my meeting with Wimpey and SCDC officers. I have contacted the officers asking for an urgent explanation but at the time of writing have had no adequate all I have been told is that the SCDC legal officer has been "unable to dedicate the time necessary to finalising the S106" with I find wholly unacceptable. I hope to be able to update the Council at the meeting..

Douglas de Lacey 9.12.2009

## Appendix E

| Payment<br>s | 16-Dec-09               | Combined PC/Rec payments                      |        |        |        |      |
|--------------|-------------------------|---|--------|--------|--------|------|
| Cq no.       | Paid To                 | Description                                   | Gross  | VAT    | net    |      |
| 2433         | Linda Miller            | Bookings Administrator Wages - m8             | 560.70 |        | 560.70 | PAID |
| 2434         | Natalie Stone           | Principal Finance Officer wages - m8          | 209.56 |        | 209.56 | PAID |
| 2435         | Norman F Lewell         | Security/Maintenance Officer fee              | 229.64 |        | 229.64 | PAID |
| 2436         | Robert A Stone          | Parish Clerk Wages - m8                       | 913.04 |        | 913.04 | PAID |
| 2437         | Inland Revenue          | Tax and NI - month 8                          | 511.47 |        | 511.47 | PAID |
| 2438         | Andrew Miller           | 3 evenings security inspection                | 30.00  |        | 30.00  | PAID |
| 2439         | Srewfix Direct          | Maintenance Supplies                          | 86.36  | 11.25  | 75.11  |      |
| 2440         | NCC (Cambridge) Ltd     | Cleaning 12th Oct- 6th Nov& 9th Nov-4th Dec   | 920.00 | 120.00 | 800.00 |      |
| 2441         | Cambridge Water Company | Water and Sewerage charge - Recreation Ground | 276.91 |        | 276.91 |      |
| 2442         | Cambridge Water Company | Water charge - Town End Close                 | 9.16   |        | 9.16   |      |
| 2443         | A to Z Supplies         | Pavilion Supplies                             | 87.80  | 11.45  | 76.35  |      |
| 2444         | Peter Graves            | Planted tub                                   | 50.00  | 6.52   | 43.48  |      |
| 2445         | J Wells                 | Maintenance of gutters on Pavilion            | 90.00  |        | 90.00  |      |

|      |                                |                                       |                 |               |                 |
|------|--------------------------------|---------------------------------------|-----------------|---------------|-----------------|
| 2446 | Peter T Round                  | Grounds Maintenance Nov & Open Spaces | 749.74          | 97.79         | 651.95          |
| 2447 | A. J. & R. Scambler & Sons Ltd | Annual service Poweroll               | 201.66          | 26.30         | 175.36          |
| 2448 | Cotton Hall Foundation         | Room hire October & November          | 40.00           |               | 40.00           |
| 2449 | C.M.R Wilson                   | Work on Recreation Ground             | 572.56          |               | 572.56          |
| 2450 | Linda Miller                   | Mileage to Twickenham for exhibition  | 67.60           |               | 67.60           |
| 2451 | Linda Miller                   | Expenses                              | 23.06           |               | 23.06           |
| 2452 | Thorlux Lighting               | Lighting for MUGA                     | 581.57          | 75.87         | 505.70          |
| 2453 | Robert A Stone                 | Expenses - Yard brooms for MUGA       | 43.88           |               | 43.88           |
| 2454 | Tamla Sparkes                  | Litter Picking                        | 60.00           |               | 60.00           |
| 2455 | Cathedral Leasing              | Supply of hygiene services            | 79.42           | 11.83         | 67.59           |
| 2456 | Cambridgeshire ACRE            | Membership renewal                    | 35.00           |               | 35.00           |
|      |                                |                                       | <b>3,974.72</b> | <b>361.01</b> | <b>3,613.71</b> |

3,974.72