

# 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 17<sup>th</sup> December, 2014 at St Vincent's Close Community Centre, Girton, at 7.30 p.m.

To: Councillors de Lacey, Williams, Barnes, Buckler, Bygott, Cockley, Garner, Godby, Gordon, Harrington, Noble, Simpson, L Taylor, M Taylor and Whittle.

*Residents in the parish were invited to attend this meeting and to speak at Item 14/142.1*

**Present:** Cllrs: de Lacey (Chairman), Williams, Barnes, Buckler, Bygott, Cockley, Garner, Godby, Gordon, Harrington, Noble, Simpson, L Taylor, M Taylor (until end of item 14/148.5) and Whittle.

**In attendance:** S Cumming (Clerk), C Pollock (RFO)

- 14/139 Welcome from the Chairman** A minute's silence was observed in memory of County Councillor John Reynolds.
- 14/140 Apologies and reasons for absence.** Apologies had been received from PCSO Mani and the Chairman accepted his reason for absence.
- 14/141 Members' declarations of interest for items on the agenda.** Cllr de Lacey declared that he had not had chance to read the finance notes.
- 14/142 Public Participation session on agenda items and matters of mutual interest:**
1. Members of the Public. No members of the public were present.
  2. District Councillors' Reports (*Appendix A*) Cllr Bygott reported that the A428 has been approved as dual carriageway from Caxton Gibbet. Cllr de Lacey reported on the changes to S106 payments. Developments of fewer than 11 dwellings or 1000m<sup>2</sup> will no longer attract S106 donation, so our income from small and back-garden developments will stop. South Cambridgeshire District Council have not yet introduced a Community Infrastructure Levy.
  3. Police Report (*Appendix B*) A fortnight ago, someone pressed all the bells in Churchfield Court – a carer in a downstairs flat let him in. Later, this person was found asleep on a landing. The resident had been told to notify the police.
- 14/143 To confirm the Minutes of the Parish Council Meeting held on Wednesday 19<sup>th</sup> November, 2014** (previously circulated). The Minutes were proposed as a correct record of the meeting by Cllr Gordon, seconded by Cllr Bygott, and approved with one abstention.
- 14/144 Matters arising from the Minutes (for information only)**
- 14/133.5 The Annual Survey of Street Lighting has been submitted.
- 14/133.8 The bus shelter is in need of more-extensive repair than anticipated (see item 14/145.8)
- Noted by the Council.
- 14/145 Business items requiring a decision, or consideration by the Council.**
1. To agree a response to the Local Government Boundary Commission Electoral Review of Cambridgeshire (*Appendix C*)  
Cllr Whittle proposed and Cllr de Lacey seconded the revised response. Cllr Bygott proposed the following amendment: 'Girton Parish Council is strongly opposed to changes being made to parish boundaries. In a thoroughly researched Village Plan the issue of boundary changes was raised – almost 3/5 of respondents were opposed to transferring part of the parish area to other parishes.' The amendment was seconded by Cllr Harrington and approved with three abstentions. The amended motion (*Appendix C*) was approved with two abstentions.

2. To confirm the proposal from the Sport & Recreation Committee that a space of 5m around the pavilion doors and windows be declared a no-smoking zone and that notices be put up to that effect.

Cllr Cockley proposed an amendment that there should be 'No Smoking on the Recreation Ground and around the Pavilion', seconded by Cllr Harrington. The ban would echo the site-wide smoking ban applied by Addenbrookes Hospital. It was suggested that this ban would be difficult to police. The amendment was defeated by four votes to nine, with two abstentions. The motion was approved with one vote against. The Clerk and Chairman of the Sports and Recreation Committee are to decide the wording.

3. To confirm the recommendation from the Sport & Recreation Committee concerning footwear on the tennis courts and MUGA: 'The only permitted footwear for users of these courts is flat soled sports shoes, e.g. tennis shoes. Use of hard/ridge soled trainers can damage the playing surface and is forbidden'.

Proposed by the Sports and Recreation Committee. The Council were unanimously in favour of the wording, and notification sent to users.

4. The Council notes with regret that Stagecoach proposes to reduce the Citi6 service to two per hour, without consultation and with no justification offered. The Council requests that Stagecoach consider keeping the present service at least during the morning and evening rush hours; and also consider cutting the link between the Citi6 and Citi4 services which appears to have an adverse impact on the time-keeping of the Citi6 service.

Proposed by Cllr de Lacey, seconded by Cllr M Taylor. Despite a number of negative comments and suggestions no specific amendment to the letter was suggested. The decision to write to Stagecoach was approved with two votes against and three abstentions.

5. The Parish Council is grateful to the Highways Authority for its speedy response to our concern over the speed table at the Pepys Way junction; however we note with concern that the repair is already showing cracks. The Council also wishes to bring to the attention of the Authority that the quality of the paint markings on all the traffic calming humps throughout Girton ranges from 'very poor' to 'non-existent', and since these are specified in the Traffic Signs Manual chapter 5 (see Diagram 1062) requests that these all be reinstated to an acceptable condition straightaway.

Proposed by Cllr de Lacey, seconded by Cllr Harrington. Cllr de Lacey had spoken with Dr J Finney regarding this matter, so he is now aware. Cambridgeshire Highways will have to repaint an arrow on the new tarmac once it has been weathered. Cllr de Lacey proposed an amendment that Girton Parish Council would be prepared to consider a financial contribution to materials. This would be minor expenditure and could mean that the works get done next year. The Pepys Way hump is now legal. The amended motion was approved with two abstentions.

6. That the Council approve the budget for 2014/15 (details to be circulated). This agenda item was withdrawn.

7. That the Council approve the precept for 2014/15 (details to be circulated) This agenda item was withdrawn.

Cllr de Lacey apologised to the RFO for the work she had put in on these two items, but they need to be approved by the Finance, Planning and Resources Committee before consideration by the full Council.

8. To agree to undertake renewal roofing works at the bus shelter at Mayfield Road/Girton Road junction at a cost not to exceed £250.00 (*Appendix D*). A single

quotation had been received to replace the rotten timbers, as three quotations are not required for these works. Proposed by Cllr de Lacey, seconded by Cllr Gordon. Exterior board would be used which was felt to be sufficient, but Cllr Williams will ask the contractor about materials before he goes ahead. The motion was approved with two votes against and two abstentions.

#### **14/146 Finance and Resource Management**

1. To approve payments for the previous month (*Appendix E*)  
Proposed by Cllr Gordon, seconded by Cllr Godby. The cheque for hire of the obsolete temporary fencing panels at Wellbrook Way should be held back until the company have collected them as requested. Approved with two abstentions.
2. To approve the balance sheet (*Appendix F*) The RFO had circulated figures for October and November, plus a Funds Analysis Schedule. The Council has received £19,286 in S106 payments. Earmarked reserves are to go to the tennis court refurbishment. The amended balances give a fair idea of Council funds. There were no questions for the RFO. Proposed by Cllr Godby, seconded by Cllr Simpson, and approved with two abstentions.
3. To receive the Finance Report from 1st April, 2014 to date (*Appendix G*).  
The RFO has spoken with the Chairman and she proposes the submission of quarterly reports to make a larger agenda item. If this is agreed, the next Finance Report would be at the financial year end in March. The RFO was requested to forward the report a week before parish council meetings rather than on the day of the meeting. The de minimus rule means that only £7,500 VAT may be reclaimed per year, so councillors need to be aware of this and to have further discussion quarterly. The Council were unanimously in favour of quarterly reports. The Budget and Actual Analysis gives information and forecasts on each cost centre and will help the RFO to manage VAT and cashflow. The RFO was requested to provide a summary of key points, and graphs in her reports. The Chairman thanked the RFO.
4. That, despite wording of minute 14/122.4 of the October Council meeting ('for the next year'), the Council agree that the intention was to set the pay scales for the current year (2014/15), back-dated to April 2014. Minute 14/122.4 states: 'To agree pay scales for the staff of the Parish Council for the next year. There being no members of the public present it was not necessary to move an exclusion. Following the recent appraisals, the Chairman proposed a scale of salaries for 2014-15 for each employee. Seconded by Cllr Williams. An amendment was proposed for the Clerk's scale which the Chairman accepted and which was approved with one vote against. The others were approved unanimously.'  
Proposed by Cllr de Lacey, seconded by Cllr Cockley. The payscales should have been set in April, so this amount is being set for the current year. Appraisals are to be undertaken in March, before the new financial year in April. Approved unanimously.

#### **14/147 Correspondence (to be received)**

1. 1 Dec 2014: Statutory instrument for the M11 Junction 14 road scheme
  2. 7 Dec 2014: Correspondence regarding dogs on the Recreation Ground
  3. 9 Dec 2014: Thanks to volunteers for wood-chippings works on footpath
  4. 10 Dec 2014: Correspondence regarding Citi 6 bus service
- Received by the Council. Further to item 14/147.2, if further action is to be taken and if it is her daughter then she can defend herself. Regarding the wood chippings in the wood, the driver is concerned about the site and more could be done in summer.

#### **14/148 To receive reports**

1. Chairman's Report (*Appendix E*) Regarding Christmas lights on the Pavilion and Church, the Health and Safety Officer will advise – we have the lights and power source and it would be good to have them but more help is needed to put them up.
2. Girton Town Charity. The Trustees have not met since the last meeting.

3. Girton Youth Project. No report has been received this month.
4. Footpaths. Footpaths were discussed by the Environment Committee.
5. Water Management. Services have been relocated to the Oakington Road bridge, the main problem having been the gas pipes for which special equipment had been needed. It was questioned whether a recent power cut in the village had been because of the works, but this was not so.

Cllr M Taylor left the meeting at this point.

6. Wellbrook Way Development Committee. Work on the bowls green has been completed, including the planting. Cllr Gordon thanked Cllr de Lacey for his help with progressing the Community Hall proposal. The bill for maintenance for the first year of the bowls green has been received, and is part of the set-up costs agreed with Girton Town Charity last year. Girton Town Charity have also paid to put in water and sewage provision.

**14/149 To receive unconfirmed Committee Minutes**

1. Planning Committee Meeting of 19<sup>th</sup> November, 2014  
Received by the Council.

**14/150 Matters raised by Members (for information only)**

Cllr Gordon explained that in 2012 he had said that once the bowls green was completed he would retire from the Council, and this time has now come. He has served for almost 9 years as a Girton Parish Councillor. He feels that councillors should take more interest and get stuck in themselves.

Potholes are occurring in the same places all the time, with repairs only lasting for a few months.

The Christmas lights switch-on had been a success, and councillors were invited to attend next year's event.

The meeting closed at 8.55 pm