

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 18th January, 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 17/04.2

Present: (Cllrs) H Williams (Chairman), Buckler, Dashwood, Godby, Griffin, Kettle, Taylor (until end of item 17/07.1), Whittle, L Williams.

Cllr L Harford (Cambs County Council) (until end of item 17/07.5)

Ms K Hawkes and Ms K Donaldson (SCDC) (until end of item 17/04.1)

7 members of the public

In attendance: S Cumming (Clerk)

- 17/01 Welcome from the Chairman** The Chairman welcomed everyone to the meeting.
- 17/02 Apologies and reasons for absence** Apologies had been received from Cllrs Bygott and de Lacey and the Chairman accepted their reasons for absence.
- 17/03 Members' declarations of interest for items on the agenda.** None.
- 17/04 Public Participation session on agenda items and matters of mutual interest:**
1. Presentation on developing a Neighbourhood Plan by representatives from South Cambridgeshire District Council's Sustainable Communities Team.
Ms Hawkes spoke about the background to Neighbourhood Plans. A neighbourhood plan is optional, and the South Cambs Local Plan may be felt to be sufficient – a neighbourhood plan would sit alongside this and has to be in general conformity with the Local Plan. A neighbourhood plan cannot promote less development than is in the Local Plan and is not a tool for preventing development. However, it can refine policies. A neighbourhood plan can be prepared by a parish plus other neighbouring parishes with similar issues, if wished. The neighbourhood plan has to pass a referendum. The community as a whole needs to be involved, not just the Parish Council – community engagement is key, as some neighbourhood plans are not passed because there has been insufficient community consultation. South Cambs District Council would support a neighbourhood plan, and appoint an examiner. The neighbourhood plan is about:
 - a) Land Use policies. Other tools include Community Right to Build Order and Assets of Community Value legislation.
 - b) Resource implications. Preparing a neighbourhood plan is time intensive, resource heavy and costs £8-12k on average, although grants are available. The plan would be led by a steering group, then a working group. It was suggested to canvas for volunteers at local fetes etc. There are 10-11 neighbourhood plan areas designated now. South Cambs District Council can pay for a healthcheck on the plan when its nearing readiness. There will be a workshop on how to write a planning policy at SCDC HQ on 22nd February. On average it takes 2 years to complete a neighbourhood plan, but all neighbourhood plans are different. A village should pick 3-4 key subjects. The plan should be written with a positive slant, be specific and promote sustainable development. The first thing to think about is the vision for the parish – what do we want Girton to look like in 10-15 years time? The plan should promote and allocate sites which we think would be better for development than others. Any policy has to be applicable across the parish - examples including 'to provide a greater range of affordable housing / bungalows / 2-bedroom housing'. A representative from Planning Policy could come to speak. The Chairman thanked Ms Hawkes and Ms Donaldson, who left the meeting at this point.

2. Members of the Public. A Parish Councillor from Madingley Parish Council spoke about working with Girton on A14 upgrade issues. The Girton parish boundary runs beyond the A14 and residents at Beck Brook Farm are in Girton but very close to Madingley. It is planned that The Avenue will be closed for up to a year because of construction works on the A14. In terms of access Madingley has three other access routes but in the long term it would quadruple the traffic through Madingley if The Avenue is reopened to link to the A14 again. Support for Madingley Parish Council expressed at the December Girton Parish Meeting was reiterated. Parish Councils are trying to negotiate the best outcome for all concerned, and communication is key. The Chairman thanked the Madingley Parish Councillor.

3. County Councillor's Report (*Appendix A*) Cllr Harford wished to gauge public feeling on the level of Council Tax rising to cover adult social care costs, as she would like to reflect what the majority of residents think about the different ways the County Council can cut it. Whilst not wanting to increase the tax burden, she also doesn't want to cut services. By 2019., Councils should become self-funding but will be able to keep a percentage of what is collected in rates. She acknowledged that there's currently a degree of uncertainty.

4. District Councillors' Reports (*Appendix B*) The Clerk agreed to forward any questions as Cllrs de Lacey and Bygott were not at the meeting.

5. Police Report (*Appendix C*) Noted by the Council.

17/05 To confirm the Minutes of the Parish Council Meeting held on Tuesday 20th December, 2016. The Minutes of the last meeting were proposed as a true record by Cllr Williams, seconded by Cllr Buckler, and approved with one abstention.

17/06 Matters arising from the Minutes (for information only)

16/140.1 Madingley Parish Council has been told about Girton Parish Council's support.

16/140.2 Cotton Hall Trustees have been notified regarding the re-appointment of Sian Franklin as a Trustee.

16/140.3 The electrical inspection will be undertaken on 22nd January, 2017.

16/140.4 The CCTV bracket will be repaired by the end of January.

16/140. 5 The external redecoration of the Pavilion will be when the weather gets better and no later than April.

17/07 Business items requiring a decision, or consideration by the Council.

1. To approve that a precept request of £111,963 be sent to South Cambridgeshire District Council. This represents a 2% increase. Proposed by the Chairman, seconded by Cllr Griffin and approved unanimously.

Cllrs Harford and Taylor left the meeting at this point.

2. To agree to support the proposed Tree Monitoring Scheme from South Cambridgeshire District Council, providing that costs of such are reasonable (*Appendix D*) Proposed by the Chairman, seconded by Cllr Griffin. It was proposed that the Parish Council accept a survey if the cost is reasonable, so are in agreement in principal. Approved unanimously.

3. To agree to provide publicity for the Wings for Life Event in May 2017 to reduce the likelihood of inconvenience to villagers. Proposed by the Chairman, seconded by Cllr Whittle. The Chairman had received concerns from a resident regarding perceived disruption and litter left after the event last year. Any concerns can hopefully be placated well in advance. The Parish Council will ask the Girton Parish News to publicise the event in the March edition. Approved unanimously.

4. To approve an unpaid volunteer assistant to the groundsman, to ensure that he is covered by Council insurance. Proposed by the Chairman, seconded by Cllr Godby. The Chairman explained that a young person currently awaiting the start of a new job abroad may assist the Groundsman until this job starts in a couple of months' time. Approved unanimously.

5. To approve two new signatories for the Council's financial accounts. Proposed by the Chairman, seconded by Cllr Dashwood. It was proposed that Cllrs Garner and Kettle be added as signatories for the Co-Op Current Account, Cllrs Buckler and Griffin as signatories for the Melton Mowbray Building Society Account and Cllrs

H Williams and Griffin for the Cambridge Building Society Account. Approved unanimously.

17/08 Finance and Resource Management

1. To approve the payments schedule for the past month (*Appendix E*). The payments schedule had been checked by Cllr Whittle prior to the meeting. Proposed by Cllr Whittle, seconded by the Chairman, and approved unanimously.

17/09 Correspondence (to be received)

1. Letter from SCDC regarding Tax Base and calculation of Parish Precepts Received by the Council.

17/10 To receive reports

1. Chairman's Report (*Appendix F*) As it has not been possible to fill the Finance Officer post, the accounts need bringing up to date by an accountant. Cllr Godby agreed to speak to someone who may be interested.

2. Girton Town Charity. No report this month.

3. Girton Youth Project (*Appendix G*)

4. Footpaths. No report this month. The Footpaths Officer was thanked for attending the meeting.

5. Water Management. No report this month.

17/11 To receive unconfirmed Committee Minutes (to be circulated)

1. Planning Committee Meeting – 9th January, 2017
Received by the Council.

17/12 Items which the Council need to discuss at the next meeting . None.

The meeting closed at 9.00pm

APPENDIX A
Cambridgeshire County Councillor's Report to Parish Councils
January 2017

The debate about the level of increase in council tax that the County Council should levy for 2017/18 has already started. When General Purposes Committee [GPC] met in December one of the reports it considered related to the review of draft revenue and capital business planning proposals for 2017/18 to 2021/22. The assumption about any increase in council tax is currently being made on the basis of the same 2% as was finally agreed last year. During debate at GPC differences of opinion were expressed on what might be the right level for 2017/18. One member drew attention to what the Council could do if it raised council tax by 4% whilst another commented that he could not support any increase. It will be up to each political group to consider its position with regard to any increase and put forward a budget proposal based on that position, if it differs from the assumed 2% in the current draft. Agenda pack etc 20.12.16 meeting: bit.ly/2izxXbi

At its first January meeting GPC received an update on the provisional Local Government Finance Settlement. There is a stark difference between the Government's change in 'Spending Power' for Cambridgeshire [a decrease of only 0.17%] and its reduction in the Settlement Funding Assessment for 2017/18 [approximately 18%]. The largest component of this 18% reduction is in the Revenue Support Grant [RSG], the main revenue government grant. The Council will see a reduction of £18.035m in RSG [approximately 54.1%]. For those of you with good accounting brains, the explanation for the disparity between the -0.17% Spending Power and the -18% in the Settlement Funding Assessment is that Spending Power attempts to account for Council Tax. In arriving at its Spending Power figure, the government has assumed a growth in the council tax base of the average of the preceding three years, and has also assumed the Social Care Authorities apply the full 2% social care precept in each year. The Spending Power figure also fails to take account of inflationary or demographic pressures. Last year's Council meeting to approve the budget took nearly 12

hours. This year? Agenda pack etc 10.01.17 meeting: bit.ly/2jndjfd

I have been asked whether, post devolution, the County Council has plans to control bus services under a franchise model. It is important to say that any decision to implement a franchise model would be made by the Combined Authority for Cambridgeshire and Peterborough and not by the County Council. At least one member of the Greater Cambridge City Deal Board has expressed support for working more closely with private bus operators but it is acknowledged that any improvement proposal would have to be part of a wider strategy. Meanwhile our MP, Heidi Allen has been gathering feedback from across the district on what local concerns are regarding bus services [or the lack of them]. Thank you to everyone who has contributed to that.

On a related subject: tackling congestion in Cambridge has been in the news again recently. I remain opposed to a congestion charge that would disproportionately affect

South Cambridgeshire residents accessing the city whilst doing nothing to address the contribution to congestion made by city residents. I believe that any such charge must be part of a wider strategy to ensure that our villages have options other than driving and must include better bus services.

Providing the infrastructure for other sustainable modes of travel will obviously also help to reduce congestion and, as the Hills Road cycle path has shown, when the facilities are good, numbers increase dramatically. Whilst some really good major schemes have been completed in recent years and others are planned [Chisholm Trail and the Greenways], there are other, smaller schemes that would benefit our villages. A link from Wellbrook Way is an aspiration of Girton's residents. I understand there is S106 money for cycle infrastructure from Phase 2 of the NIAB development but that is quite a way off being triggered. I am investigating how we might find the money to forward fund this. I also recently arranged a meeting for local representatives of Boxworth to meet with County officers to look at the possibility of a pedestrian/cycle path. Remember there is the A14 legacy fund and County's Local Highways Improvements scheme that can be used at least as seed funding for bids that might realise aspirations like these.

It's that time of year when cold and icy conditions can be expected. Once again I ask you all please to look out for others, particularly the more vulnerable members of our community, and to take extra care yourselves, too. Anyone eligible should seek entitlements and benefits such as Winter Fuel Payments and Cold Weather Payments. Older and disabled people can also sign up to their utility supplier's Priority Services Register to get extra help and support with energy supplies. This includes advance notice if the supply is going to be interrupted as well as priority reconnection. To sign up, you need to contact your supplier and, if you have different suppliers for gas and electricity, you need to contact both.

Members of the Health Committee had a presentation from the ambulance service at its January meeting. Although the headlines say that locally and nationally response times are not being met, locally the service is exceeding targets and national performance for getting patients to acute units for life threatening incidents such as heart attacks or strokes. The committee is also receiving regular briefings on the Sustainability & Transformation Plan for Cambridgeshire & Peterborough. The NHS and local government have come together to develop a plan to keep the service 'Fit for the Future'. Proper engagement with users is going to be key to changing how health and care services are delivered to meet the needs of people living in the 21st century. A Public Involvement Assembly has been set up to encourage wider involvement from local people. Anyone wishing to join and participate in workshops can phone: 01223 725304 or email [with Public Involvement Assembly as the subject]:

capccg.contact@nhs.net. Other agenda items for the Health Committee included the proposal to co-locate the out of hours service that is currently sited at Chesterton with the accident and emergency department [A&E] at Addenbrookes Hospital. One of the main benefits of this would be that, those presenting at A&E who do not need the specialist service that this provides, can very easily be redirected to the out of hours service. This should help to reduce pressure on A&E. Members also received a very interesting report on a system wide review of health outcomes in Cambridgeshire. Agenda pack etc: bit.ly/2iuEEbs

I look forward to seeing those of you who have forthcoming meetings. Additionally please don't hesitate or email any questions or comments that you may have.

Lynda

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APPENDIX B
Report from District Councillor Douglas de Lacey
11. 1. 2017

On 12 December the Neighbourhood Plan Task and Finish Group met to consider progress. Those members whose parishes are already developing Plans were concerned over protocols and the failure to categorise the urgency of queries. Rather too many significant ones are being left unresolved. We also noted the importance of not raising hopes too high: parishes need to be aware of what a Plan can and cannot achieve. We also gave very critical assessment to proposed documentation. I urge the Council again to push for a Plan for Girton.

On 14 Dec the Joint Development Control Committee approved a further 122 residences at Trumpington Meadows, despite a number of concerns. I noted that the guidelines on cycle parking are 10 years old, and modern trends mean that cycles now come in a much greater variety of shapes and sizes: cars have also grown significantly in that period and many authorities are finding that designate parking spaces are too narrow for today's vehicles.

On 5 January Cllr Harford and I met Heather Topel, the Deputy Director of the NW Cambridge project. We were told that Sainsburys will re-submit an application for signs on Huntingdon Road and Madingley Road, though smaller than the original proposal; and that until the site is populated it will need the passing trade. I am concerned that this will encourage a habit which will not be easily broken, and also annoyed that our 'Welcome to Girton' sign, which disappeared a little while ago, will then be replaced by 'Welcome to Sainsburys'. Heather agreed to investigate the removal of both our sign and our boundary-stone. As well as Sainsburys there will be a range of smaller shops, although guidelines for them have not yet been decided. We noted that a cycle shop would be desirable. Meanwhile the planning for private housing in Girton is going ahead: Hill's marketing suite should open in the autumn.

On 11 January the Planning Committee was due to decide Anglia Ruskin's application for a major redevelopment of its sports ground. I had written a letter of objection on the grounds that it would seriously harm the Green Belt in contravention of Government policy; nearby residents objected to the noise, bad language and light pollution the development would bring. They had commissioned their own noise survey, and the Committee decided to defer the application so that this could be properly studied. It will probably return to the Committee in March. While I sympathise with the University's need to provide adequate facilities for its students, this area, like all of the so-called 'Girton Gap', is one of extreme sensitivity. The University had argued that its need constitutes the 'very special circumstances' required to develop the Green Belt; but the NPPF is clear that the *openness* of the Green Belt may not be compromised while officers are clear that that would indeed be the case if the application is approved.

I have been informed that the streetlamp near 12 Duck End is to be replaced in February. The majority of the lamps in Girton are the property of the County and as residents will be well aware were replaced earlier; this one is the property of the District Council, and I trust that this work will be carried out more sympathetically.

Douglas de Lacey

APPENDIX C
Police Report for December 2016 / January 2017

Occurred at High Street, Girton, between 11.30am and 6.20pm on 16/12/16 where persons have entered a property and made an untidy search inside: CF0589381216

16/01/2017 07:30 - 16/01/2017 18:40

Huntingdon Road Westbound, Girton,

Offenders have broken a padlock from the front door of a garage and stolen tools from within.

APPENDIX D

Letter from SCDC Trees Officer

Dear Parish Councils

Proposed new service to Parish Councils : Tree health & safety surveys

As part of ongoing improvements and extension to the Trees service at SCDC I am proposing to offer a competitive service to Parish Councils to assist with your health & safety audit processes.

Please would you register your interest by responding to this letter (preferably by email) to the address above so I may determine the level of interest in this service, which will enable me to present a business case. If you can respond either way within around six weeks from today, that would be very helpful. Registering interest is not binding and is not a commitment or contract.

Many Parish Councils, if not all who have trees to maintain, have regular professional tree inspections undertaken by external contractors. This is to ensure, among other things, to comply with their responsibilities and obligations to insurance and duty of care under The Occupier's Liability Acts of 1957 & 1984 and The Health & Safety at Work Act 1974. All tree owners are required by law to maintain trees so as to reduce to an acceptable minimum, the risk of damage to person and property that might be so caused by the failure of trees such as falling branches or whole tree failure. A regular visual inspection by an expert can alert the tree owner to many defects that require attention before a failure occurs. The proper recording of trees, their locations, their condition and defects coupled with a prioritised schedule of works is an essential audit process that can be invaluable when defending any third party claims regarding loss or damage connected to the health & safety of trees. It also enables effective, prioritised budgeting for a programme of tree surgery works and help to maintain a healthy and robust tree population.

DRAFT parameters / specification for a SCDC tree health & safety survey would be expected to comprise the following items and would be based upon maps provided by the customer showing all the land parcels for which the customer is responsible:

Service

Tree inspection by qualified and experienced arboriculturists (one-off surveys or regular surveys as specified by the customer - for example, every three years)

Use of proprietary, specialist software and hardware to enable fit for purpose, accurate tree plotting.

Maintenance of customer tree survey records back-up.

Supply of electronic copies of surveys and maps provided on completion of tree survey in popular formats.

Survey fields

Tree numbering on maps and survey forms (no physical tree number tags fixed to trees)

'Zoning' of trees dependent of their location in respect of the presence and frequency of targets
Species identity, limited to necessary criterion for identification - e.g. Lime, Beech, Pine etc

Estimated dimensions - height, spread, trunk diameter at 1.5 metres above ground level

Comments on form, structural and physiological condition

Defects requiring remedial tree surgery and specification of works

Helpful notes where other works are recommended - e.g. removal of stakes, adjustment of ties etc.

Priority / urgency for works
 Items that would not be covered
 Advice and opinion on the probability of trees causing direct or indirect root damage to structures - e.g. buildings and walls
 Trip hazards from surface roots

I look forward to hearing from you.

Yours sincerely
 Ian Lorman
 Trees Officer

APPENDIX E

Payments Schedule for January 2017

Girton Parish Council

2017-01-01

Current Account 61498334 /

General Parish Expenses

Date	Chq No	Payee	Expense Description	Details	Net	VAT	Cheque Total
18/01/17	104381	Paul Laston Garden Services	Open Spaces Contract	£560.00			£560.00
18/01/17	104382	CMR Wilson	Salary	£650.46			£650.46
18/01/17	104383	Linda Miller	Salary	£683.81			£683.81
18/01/17	104384	Norman Lewell	Salary	£241.46			£241.46
18/01/17	104385	Paul Laston Garden Services	Wellbrook Way Maintenance Contract	£650.00			£650.00
18/01/17	104386	South Cambridgeshire District Council	Non-business rates	£678.00			£678.00
18/01/17	104387	HMRC	National Insurance and Income Tax	£244.69			£244.69
18/01/17	104388	Susan Cumming	Salary	£997.23			£997.23
18/01/17	104389	Avocet Cleaning Services Ltd	Pavilion cleaning services	£457.00		£91.40	£548.40
18/01/17	104390	Altrad Beaver 84 Ltd	Fencing hire at Wellbrook Way	£215.16		£43.04	£258.20
18/01/17	104391	Cambridgeshire ACRE	Payroll Charges: Oct – Dec 2016	£72.00		£14.40	£86.40
18/01/17	104392	Linda Miller	Expenses: stamps	£20.55			£20.55
				£5,470.36		£148.84	£5,619.20

APPENDIX F

Chairman's Report 12th January 2017

The absence of a Finance Officer makes the timely setting of our budget for the coming year a little problematic. Attempts to find a suitable qualified individual to come and bring our accounts up to date have so far been unsuccessful and will be intensified. While we do not have detailed analysis to hand we do not expect to be overspent at year end. The only significant extraordinary expenditure in the offing is the redevelopment of the car park and replacement of the MUGA and there is a substantial S106 sum in hand to cover most of the former and a reserve fund to cover the latter. We can budget a contingency sum for any potential overspend on the car park, which if unused can be transferred to the Pavilion fabric reserve. In the meantime I propose that we request an increase in precept of 2% from £109768 to £111963 and apply an equal increase to our facilities fees schedule. These matters will be presented for discussion and approval at our January meeting.

We have received one complaint from a parishioner about the proposal to hold the Wings for Life run through the village again in 2017. This is in contrast to the many favourable comments that were made after last year's event. Hopefully better publicity before the event will minimise future inconvenience to villagers.

Detailed specification of the new car park awaits a design report on the proposed footpath and boundary artwork from GTC. When this is received our architect will update the brief which will allow new tenders to be obtained. Despite further prodding there is also nothing positive to report on the re-instatement of the Village sign at the Girton Gap on Huntingdon Road or of the bus shelter removed from Huntingdon road and to be positioned on Cambridge Road.

I have received another rather disgruntled email from Wellbrook Way Residents Association regarding progress or lack of it on development of the grassy area near the Bowls Green. I am

afraid we still await the land transfer from the PC to GTC which seems to be delayed interminably.
Haydn Williams

APPENDIX G

Summary of Girton Youth Project Report – November 2016

Due to the time of year the youth club's numbers have been changing throughout the week, and there are a number of members who have begun to attend more consistently as well as there being some faces which we haven't seen in a while. The cold months and short days should see a relaxed atmosphere to the youth club, with total flexibility of games and activities due to the amount of time indoors.

Due to complaints made by the Cotton Hall Trust about damage and security issues within the hall when we are using it the YMCA Development Manager has agreed to meet with trustees. The meeting will be to discuss their concerns and air the concerns the project has about decisions being made that will affect our use of the hall. As part of our initiative to manage these concerns, a checking procedure will be created and initiated by the New Year. Due to Cotton Hall Trust decision to install CCTV into the rooms of the hall a meeting between the Rev. Mandy Maxwell, myself and another regular hall user was arranged on 17th November to allow the trustees to become aware of the significant issues this has created for users. These concerns were logged and passed on to the trustees.

Continuing on from last previous months, the opportunities for projects large and small within the primary school and youth club there is a growing number of both projects and games that are to be planned. I am hoping to meet with the head teacher of the primary school to pave the way for some real opportunities for the future, further increasing our positive relationship and the image of the youth project amongst the community.

Summary of Girton Youth Project Report – December 2016

Our large scale projects for the New Year include another large wall mural at IVC in spring half term, this will include help from some of their year 11's. An exhibition of our now established artists around Easter time, which has now been arranged for a North London venue and potentially a huge mural that will cover the front of Bar Hill Primary School in early summer. This will be the biggest commission undertaken by the club by far, having to work on 4 sides of a 2 storey tower!

We are also in very early conversations about the summer residential and the group of year 9 girls are very excited to do the sailing trip again. They have already formed a committee to help fill all 11 places and come up with fundraising ideas.