

Girton Parish Council

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

Minutes of the Annual General Meeting of Girton Parish Council held on Wednesday 17th May, 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 17/54.1

Present: (Cllrs) H Williams (Chairman from item 17/49 onwards), Buckler, Bygott, Dashwood, de Lacey, Godby, Griffin, Kettle, Thorrold, L Williams.

Cllr L Harford (Cambridgeshire County Council) (until end of item 17/58.1)

In attendance: S Cumming (Clerk)

- 17/49 To elect the Parish Council Chairman for 2017-18** Cllr de Lacey proposed that Cllr H Williams be re-elected as Chairman, seconded by Cllr Godby. There were no other nominations, and Cllr Williams agreed to accept the proposal. Approved unanimously.
- 17/50 The Chairman to sign the Declaration of Acceptance of Office** The Chairman signed the Declaration of Acceptance of Office, witnessed by the Clerk.
- 17/51 Welcome from the Chairman** The Chairman welcomed everyone to the meeting, especially Cllr Harford who was congratulated on her recent re-election.
- 17/52 Apologies and reasons for absence** Apologies had been received from Cllrs Taylor and Whittle and the Chairman accepted their reasons for absence.
- 17/53 Members' declarations of interest for items on the agenda.** None.
- 17/54 Public Participation session on agenda items and matters of mutual interest:**
1. Members of the Public. There were no members of the public present at the meeting.
 2. County Councillor's Report (*Appendix A*) Cllr Harford apologised for not attending the Annual Parish Meeting. She was disappointed to have missed it and would have come to half the meeting as she had another meeting at the same time. Cllr Harford has put in a bid for Girton to have resurfacing of Cambridge Road from St Andrew's Church up to Girton Road. She will also chase up about the litter bin at Girton Corner. In her report for the Annual Parish Meeting, Cllr Harford's support for the upgrade of Girton Interchange was noted. Councillors requested to see the report showing how noise levels in Girton have been assessed. The Chairman thanked Cllr Harford.
 3. District Councillors' Reports (*Appendix B*) Cllr de Lacey reported an ice-cream van has been witnessed actively trading in the village without a licence, and there are no guarantees about the hygiene or CRB checking for the trader. It the trader applied for a licence the Council could consult parents/carers. Cllr Bygott explained that the Local Plan is making slow progress. The section for Girton involves land at Dodford Lane and Cockerton Road. There followed a brief discussion regarding the placing of paper in blue bins rather than paper caddies. It was queried whether it would be convenient for the the bus service to terminate at Oakington Guided Busway.
 4. Police Report (*Appendix C*) It was reported that the Assistant Police and Crime Commissioner had resigned.
- 17/55 To confirm the Minutes of the Parish Council Meeting held on Wednesday 19th April, 2017** (previously circulated) The Minutes were proposed as a true record of the meeting by the Chairman, seconded by Cllr Bygott, and approved with three abstentions.

17/56 **Matters arising from the Minutes (for information only)** None.

17/57 **Business items requiring a decision, or consideration by the Council.**

1. **To elect a Vice-Chairman for 2017-18** The Chairman proposed that Cllr Griffin be re-appointed, seconded by Cllr Buckler, and approved as there were no other proposals. Cllr Griffin accepted the role.

2. **To approve the dates of Parish Council Meetings for 2017-18**

The Chairman proposed that the meeting be held on the third Tuesday of each month, seconded by Cllr Griffin. Approved with one abstention. The next full meeting of the Parish Council will therefore be held on Tuesday 20th June.

3. **To approve, agree the sizes of, agree the frequency of meetings of, and appoint members of and Chairs to, the proposed Standing Committees for 2017-18 as follows:**

a) Planning Committee. Chairman is Cllr Taylor. All members of the council are members. Meetings to be held as when needed before full council meetings.

b) Sport and Recreation Committee. Chairman is Cllr H Williams. Members are Cllrs Bygott, Dashwood, Godby, Griffin, Kettle and H Williams, with co-opted members Mrs L Miller and Mr C Wilson. Meetings to be held quarterly, close to full council meetings. If possible, will meet on Tuesdays starting in June.

c) Environment Committee. Chairman is Cllr Griffin. Members are Cllrs Buckler, Dashwood, Griffin, Kettle, Whittle, H Williams and L Williams, with co-opted members Ms C Garvie and Mr G Thorpe. Meetings will take place quarterly starting in July.

d) Finance, Planning and Resources Committee. Chairman is Cllr Whittle. Members are Cllrs Bygott, de Lacey, Godby, Griffin, Taylor, Whittle, H Williams and L Williams. Cllr Whittle will be given options regarding holding meetings, but would like quarterly meetings.

e) Human Resources Committee. Members are Cllrs Buckler, Dashwood, de Lacey, Griffin and Kettle. Meetings to be held when needed. Cllrs Bygott and Griffin have found people who may be interested in being the Finance Officer.

4. **To approve Parish Council Task and Finish Groups**

a) Car Park Group. It is hoped to go out to tender very soon.

b) IT and website group. Members are Cllrs de Lacey, Whittle, H Williams and L Williams. A village resident has offered to do a website for the village and also for GPC. Facebook is the most productive social media outlet but needs a moderator. GPC should have its own website.

c) Emergency Plan group. There's an officer at South Cambs District Council who may help with emergency planning. The emergency plan is a blueprint for what would happen if Girton got cut off from the world.

5. **To appoint trustees, representatives and advisors, if necessary, for 2017-18**

a) Girton Town Charity Trustees. There are no vacancies at present.

b) Girton Village Institute Trustees. There is one vacancy. It was proposed by the Chairman that Cllr Griffin be appointed as a trustee, seconded by Cllr Godby. There were no other proposals and Cllr Griffin was duly appointed.

c) Cotton Hall Trustees. There are no current vacancies.

d) Youth Work Liaison Officer. Cllr Kettle has agreed to continue as Youth Work Liaison Officer.

e) CAPALC Representative. Cllr Godby has agreed to continue as the representative.

f) Police Liaison Officer. Cllr Godby has agreed to continue as the Police Liaison Officer.

g) Public Rights of Way (Footpaths) Officer. Ms C Garvie has agreed to continue.

h) Flood and Drainage Officer. Cllr Whittle has agreed to continue.

i) Warden of Town End Close. Mr G Thorpe has agreed to continue.

j) Tree Officer. Cllr Griffin has agreed to continue.

k) Health and Safety Advisor. The post is currently vacant. Play areas are to be checked monthly and if there is a 'nil' result following the checks, this should

be logged.

- l) Child Protection Advisor. Cllr Kettle agreed to take on this role.
6. **To approve the following annual subscriptions: CAPALC, CPRE, Cambs ACRE, SLCC.** The Clerk explained the acronyms for the organisations for which subscriptions are sought. The Chairman proposed approving the subscriptions, seconded by Cllr Bygott, and approved with one abstention.
7. **To review arrangements for the replacement fencing at Mayfield Triangle.** The contractor has been in hospital. He has promised to make a start and has taken down 25m of fencing. Cllr Griffin will be on-site every day from 18th May. The contractor is to be told that we're relying on him to get the job done and will then have to get someone else if his ill health means he has to stop.
8. **To approve that the Parish noticeboard currently sited by the old Post Office in Dodford Lane be re-sited at the Post Office at The George, High Street.** The publicans are happy for the board to be positioned there and it would be an ideal position. Proposed by the Chairman, seconded by Cllr Bygott, and approved unanimously.
9. **To approve the formation of a group to progress a Neighbourhood Plan for Girton.** There are currently five volunteers and it would be good to have more. The progression of this work was proposed by the Chairman, seconded by Cllr Bygott. Cllrs Bygott and Harford can offer some time to help. Approved unanimously.

17/58 Finance and Resource Management

1. To approve the payments schedule for the past month (*Appendix D*) The payments schedule had been checked before the meeting by Cllr Godby. Proposed by Cllr Godby, seconded by Cllr de Lacey and approved with one abstention.

Cllr Harford left the meeting at this point.

17/59 Correspondence (to be received)

1. 9 May 2017: Letter from Magpas Air Ambulance Service Received by the Council.

17/60 To receive reports

1. Chairman's Report (*Appendix E*) The blocked sewer issue has been resolved. Since the problem, the area around Redgate Road pumping station has lots of oil on the road and needs pressure washing.
2. Girton Town Charity. A report had been submitted for the Annual Parish Meeting on 9th May, 2017.
3. Girton Youth Project (*Appendix F*)
4. Footpaths. The Footpaths Officer had submitted a report for the Annual Parish Meeting on 9th May, 2017.
5. Water Management. The Flood and Drainage Officer had submitted a report for the Annual Parish Meeting on 9th May, 2017.

17/61 To receive unconfirmed Committee Minutes None.

17/62 Items for possible discussion at future meetings

The rubbish at Washpit Lane has been cleared.
The issue of whether change of use for retail premises should be applied for, was raised.

The meeting closed at 8.25pm

APPENDIX A

Cambridgeshire County Councillor's Report - May 2017

There have been very few meetings at the County Council since my last report due to this being an election year. The diary published on the website shows no meetings at all in May before 23 when Council will meet for the first time in 4 years with one group holding a majority. This will no doubt influence the way the Council works in future although the committee system that was introduced 3 years ago will endure for at least another 2.

Whilst the change from a cabinet to committee system was delivered through the combined efforts of all but the largest group at that time, there has been acknowledgement that generally it has worked well. This year's election created not just a majority group but also saw the survival of only 3 of the 5 political groups that previously made up the County Council. At the May meeting members of the trimmed down Council [61 down from 69] will elect its Leader, Chairman and Vice Chairman.

The Cambridgeshire & Peterborough Combined Authority [CA] met on 26 April; its last meeting before the new Mayor was elected. The CA approved its constitution which had been prepared in two phases. Phase 1 relates to the essential elements for holding meetings and for decision making [approved at the CA Board's first meeting on 20 March 2017]. Phase 2 includes the functions of the Mayor, the budget framework, contract standing orders, the officer scheme of delegation, codes of conduct and internal procedural rules. The parts relating to the Mayor came into effect following the Mayoral election and the parts relating to the Overview & Scrutiny and Audit & Governance Committees came into effect on 8th May 2017.

The constitution includes arrangements for an Employment Committee. The clear governance arrangements and process for employing staff are broadly similar to a local authority model. Contract procedure rules have also been established and provide a visible and accountable process with clear benchmarking. Following discussion at the previous meeting 'observer' status has been amended to 'co-opted member' status to better reflect the contribution being sought from these key partners. The constitution contains a schedule that will be updated annually to specify co-opted members.

The Shadow Overview & Scrutiny Committee had, as requested by the CA, considered the section of the constitution relating to scrutiny arrangements and the CA's financial definition of a key decision. It had agreed with the Board's proposal to set the financial limit for key decisions at £500,000. It had also agreed with the proposal to set the call-in limit at 5 members of the Overview & Scrutiny Committee. It had, however, agreed that these limits should be reviewed after the local and mayoral elections and once the Overview & Scrutiny Committee has been formally established.

It was confirmed that the CA had received the first tranche of DCLG funding on 20 March amounting to £40.5m in total. These funds have been put on short term deposit in accordance with the Board's approved Treasury Management and Investment Strategy.

The 2017/18 highways maintenance block has been received and the funds will be transferred to Cambridgeshire County Council and Peterborough City Council as agreed previously by the Board. The sum of £1.155m shown in the Pothole Action Fund for Cambridgeshire County Council is additional to the £2.5m funding which the County Council has allocated to address potholes, grass verge maintenance and associated works. I am trying to clarify what this additional funding might mean for us locally.

Full details: <http://bit.ly/2reElqF>

A belt and braces type extraordinary meeting of the Health & Wellbeing Board [H&WB] was held on 27 April. This was required to deal with a difficulty typically encountered at election time. In view of the fact that approval of the Better Care Fund plan will be required very soon after the elections and that the Chairman of the H&WB may not have been appointed in time, members of the current board were being asked to approve the outline

approach of the plan and delegate authority to the Director of Public Health to finalise and sign it off. At the time of the meeting only the Government's Policy Framework was available to inform work on the County Council's plan. The detailed guidance necessary to complete it, including funding allocations and performance metric detail, were still awaited. Some changes in approach are though indicated in the framework.

The Better Care Fund [BCF] supports implementation of the Care Act, reablement and provision of carers' breaks. The framework indicates that funding will continue to be routed through the BCF to the responsible local authorities and is to be used to 'contribute to the maintenance of adult social care services which also have a health benefit'. Additionally new funding for social care [as announced in the Spring Budget 2017 and the previously announced 'Improved BCF' funding] will also be routed to this pooled budget. The number of national conditions which apply to the funding look to be reduced from 8 to 4. One of these is the proviso that plans must be jointly agreed by local organisations and approved by the Health & Wellbeing Board. One is new and reflects the much publicised problems with delayed transfers of care which are a cause of bed blocking in the NHS.

Full details: <http://bit.ly/2qiZKPt>

On the planning front: the Joint Development Control Committee - Fringes approved a reserved matters application for pedestrian and cycling access from the now mostly built out Clay Farm development to Shelford Road.

Marking a real milestone for South Cambridgeshire's new town the first residents of Northstowe moved in during April.

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

Lynda

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APPENDIX B

Report from District Councillor Douglas de Lacey 17. 5. 2017

My apologies for the lateness of this report.

Following my comments at the Annual Parish Meeting about the three super sleuths (aged 7, 10 and 11) who reported an illicit ice cream vendor, I have now witnessed him in the act of trading, and have asked our enforcement team to prosecute.

At the Annual Meeting concern was expressed at the loss of our 'clean' waste paper collection, and I have raised this with the Leader and acting Chief Executive, asking if there was a policy issue here as well as the financial one. The acting CEO assures me that the paper extracted from the mixed recycling is still clean enough to go to paper mills, and that there will be consultation (eg at the Parish Liaison Meeting) before a final decision is made on the fate of clean collections. The issue is that our vehicle fleets (both ours and the City's) are due for replacement and a vehicle with a paper receptacle is more expensive, as well as entailing certain health and safety issues. If the value of the paper (economic or ecological) is not significantly greater it may be a pointless exercise to separate it. I shall continue to monitor this issue.

Following the mayoral election, a scrutiny committee for the Combined Authority has been constituted, including one Independent member. I have asked that the two members from SCDC should provide regular reports

The April JDCC started with a briefing on school delivery. The changes in our education system with Academies and Free Schools mean that local councils have far less control over education than previously. This is why the University School, although its catchment excludes Girton, is able to offer places to our residents. However, we noted that this may change quite rapidly as residents move into the catchment area, and Girton parents may suddenly find themselves less welcome. The JDCC meeting itself focused only on Trumpington, and the May meeting had to be cancelled because of the County elections.

I have had an update from the NW Cambridge team. The Ridgeway - the main cycle route through the site -- is encountering problems with badger setts. I asked about the surface and am assured it will be a properly bonded one. I also raised issues of noise and dust nuisance which have affected residents of Huntingdon Road, and am assured that the University is exploring new sites for spoil heaps and these are now a thing of the past. I am sure I shall be informed if this is not so.

I've met our senior planning team to discuss progress of the Local Plan. They believe we can defend our approach to Gypsies and Travellers at the Hearing which will be held shortly, but we shall have to modify our approach to Local Green Spaces to allow more development. These are the two issues on which the Inspector has commented; the one before the Hearing and the other subsequent to it.

It was encouraging to learn that our new Combined Planning Team (SCDC and the City) is trying to develop a broad vision for Greater Cambridge. I have often fulminated against the City Deal, and from this meeting and others I am heartened that those running the Deal are beginning to take note of concerns. Perhaps, like me, they realise that if they cannot get their act together the government might be tempted to move the project into the new mayor's domain, which is likely to spell utter disaster.

Douglas de Lacey

APPENDIX C

Police Report – May 2017

Date Occurred: 16/05/2017 11:45 - 16/05/2017 13:00

Location: Girton College, Huntingdon Road, Girton

Description: An unknown offender has stolen a black and white striped hybrid Carrera Crossfire bicycle from Wolfson Court in Girton.

APPENDIX D

Payments Schedule for Girton Parish Council – May 2017

irton Parish Council

2017-05-01

urrent Account 61498334 /

neral Parish Expenses

Chq No	Payee	Expense Description	Net (£)	VAT (£)	Cheque Total (£)	
17/05/17	104151	CMR Wilson	Salary	1,034.55	1,034.	
17/05/17	104152	Linda Miller	Salary	697.93	697.	
17/05/17	104153	Norman Lewell	Salary	244.78	244.	
17/05/17	104154	Susan Cumming	Salary	1,016.74	1,016.	
17/05/17	104155	HMRC	Tax and NI	460.63	460.	
17/05/17	104156	South Cambs District Council	Non-domestic rates	652.00	652.	
17/05/17	104157	Glassworld Ltd	Replacement laminate at bus stop	134.43	26.88	161.
17/05/17	104158	Brookfield Contracting & Farming Ltd	Grass verge cutting	820.00	164.00	984.
17/05/17	104159	Berrycroft Stores Ltd	Line-marking paint	28.05	5.10	33.
17/05/17	104160	AJ & R Scambler & Sons Ltd	Service of power-roll	£142.38	£28.48	£170.
17/05/17	104161	The Play Inspection Company	Annual Play Equipment Inspection	£225.00	£45.00	£270.
17/05/17	104162	Avocet Cleaning Services Ltd	Pavilion cleaning services	£457.00	£91.40	£548.
17/05/17	104163	Mythic Beasts Ltd	Web hosting services	£13.75	£3.58	£21.
17/05/17	104164	British Telecommunications plc	Broadband services	£109.00	£21.80	£130.
17/05/17	104165	Altrad Beaver 84 Ltd	Fencing hire at Wellbrook Way	£195.60	£39.12	£234.
17/05/17	104166	British Gas plc	Electricity charges at Bowls Green	£16.94	£0.84	£17.
17/05/17	104167	British Gas plc	Electricity charges at Pavilion	£2,315.28	£463.05	£2,778.
17/05/17	104168	Linda Miller	Expenses: stamps, APM supplies	£58.80		£58.
			8622.86	889.25	9516.	

APPENDIX E Chairman's Report 11th May 2017

The Annual Parish Meeting was reasonably well attended (50+) parishioners and passed without any notable issues arising. Post-meeting comments have been gratifyingly positive. Cllr. de Lacey has volunteered to lead the Neighbourhood Planning process so it is likely that work on this can now go ahead.

The World Wings for Life Run through Girton on the 7th went off without any problems and seemed to be well supported throughout the village. The road closure was only for little more than one and a half hours.

The major issue affecting the village this month has been the disruptions relating to a blocked sewer at Oakington Road. Anglian Water has been tankering away waste pending issuing of a permit for excavation next to Beck Brook from the Environment Agency. Following pressure from County Councillor Lynda Harford and the threat of involvement of our MP, the EA has finally issued a permit on the 8th of May and work to repair the sewer is underway. Hopefully we are close to the end of this saga. Disruption to The World Wings for Life Run on the 7th was prevented by the provision of larger tankers which were able to cope without movement during the road closure period.

Further correspondence with Highways on the state of pavements and roads in Girton indicates that the only resurfacing of road is to be between Girton Corner and Wellbrook Way but we have pressed for early repair to other sections between Wellbrook Way and the Cotton Hall. I shall submit photographs to support this. (The Council web site indicates that the resurfacing may extend to Mayfield however!) The dangerous footpath near the Village Institute is to be repaired on the 18th, (I am holding my breath!).

Sadly this month we received the resignation of Cllr. Elizabeth Harrington who is standing down for personal reasons. I have written separately to thank Elizabeth for the work she has done for the Council and to tell her that we will take her up on her offer to help with specific projects as and when they arise. We wish her well. We now have three vacancies for councillors so everyone is urged to do all they can to find suitable replacements.

Haydn Williams

APPENDIX F Summary of Girton Youth Project Report – April 2017

With the majority of the month hosting the Easter holiday, we've only had a small number of youth club sessions. Following our week's worth of trips the club was still quite quiet with lower numbers of attendance due to the holidays, and so without many Monday sessions the Thursday group had a very laidback and social atmosphere, with a pizza night and lots of

creative work going on in the back room. We started off the month with our week's worth of trips for the Easter holidays and they turned out to be a massive success. Each trip was enjoyed massively by all with a lot of fresh faces being seen with new members or old members that hadn't been on a trip with us before. We managed to maintain great numbers of attendance on the trips and with a number of the events being held locally there was a lot of interest from members of the community.