

# Girton Parish Council

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The Pavilion  
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## **Minutes of the meeting of Girton Parish Council held on Tuesday 20<sup>th</sup> March, 2018 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 18/28.1*

**Present:** (Cllrs) H Williams (Chair), Cockley (from item 18/31.1 onwards), Dashwood, Godby, Griffin, Kettle, Thorrold, Whittle.

Cllr L Harford (Cambs County Council) (until end of item 18/31.8)

2 members of the public (until end of item 18/28.1)

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

**18/25 Welcome from the Chairman.** The Chairman welcomed everyone to the meeting.

**18/26 Apologies and reasons for absence.** Apologies had been received from Cllrs Buckler, Bygott, de Lacey, Kirby and L Williams, and the Chairman accepted their reasons for absence.

**18/27 Members' declarations of interest for items on the agenda.** None.

**18/28 Public Participation session on agenda items and matters of mutual interest:**

1. Members of the Public. A resident of High Street spoke about the proposed development on High Street/Michael's Close. He is the spokesperson for local residents. High Street is at the undeveloped, quiet end of the village and the plans GTC have put forward are out of keeping with the surroundings. The plans are for a two-storey block of flats and a large office. He raised concerns about loss of light and privacy. The electricity sub-station is also to be moved and there is medical evidence that this is bad for residents. The plans also involve the demolition of 22 High Street – when this property was sold, the consent was given on the understanding that this would revert to a dwelling when no longer used as GTC's office. Car parking spaces, cycle store and bins will be sited at the back of the site. Parking spaces are reduced because GTC understand that residents over 55 years of age will use mobility scooters. High Street is a very narrow street and there is a dangerous junction at High Street/Cambridge Road – if High Street is to be used as an access road this would lead to more disturbance. Residents have put forward alternatives to GTC. A courtyard would give a community feel and local residents would like support from the Parish Council to see if better plans can be made. No-one objects to developing the site, but would wish GTC to find something more sympathetic, and it would be best to find a consensus before the planning application is applied for.

The Chairman agreed to speak to GTC with these concerns. The members of the public left the meeting at this point.

2. County Councillor's Report (*Appendix A*) Cllr Harford had nothing to add to her written report. There had been a full meeting of the County Council earlier on 20<sup>th</sup> March, at which 'shared services' with Northants County Council had been discussed. Cllr Harford is concerned about the impact of the relationship of LGSS and Northants County Council and wonders if there are implications for Cambs County Council. The imposition of charges for computer access at public libraries is causing concern. There are pockets within the county which don't have good wi-fi access so computers should be made accessible. A review of these measures will be held in six months' time, and some websites will be accessible free of charge eg DSS. There will be a free half-hour then charges of £1/hour. There are concerns that those on jobseeker's allowance won't be able to search for jobs. If Councillors have any concerns, Cllr Harford asked them to let her know. Cllr

Harford spoke about how the parish council might work with Cambs Highways. On Highways' schedule of works, Cambridge Road is not due for works until April 2020. Cllr Harford has spoken to the Executive Councillor, and will keep pushing for more frequent reviews. If patching is done on speed tables the resurfacing goes down the schedule. Cllr Harford suggested a working group to talk about transport and traffic issues in Girton and then invite the Local Highways Officer to talk with them. An article in Girton Parish News could highlight the main areas of concern regarding traffic and transport. Regarding signage at High Street, Cllr Harford will get one of the Highway Safety Officers to come out. Chevrons would be reasonably cheap. Cllr Griffin queried whether Cambs Highways could use a material being developed which includes plastic incorporated in tarmac. Cllr Harford thinks Cambridgeshire could be a pilot site and it is worth pursuing. Regarding the Village Plan, the last one took 2-3 years and needs considerable input and funding, plus willingness to take part.

3. District Councillors' Reports (*Appendix B*) Further to Cllr de Lacey's written report, South Cambs District Council has secured £130k to develop village design documents to protect/identify/conservate their own village characteristics. The Chairman expressed the view that this seemed to be requiring objections to developments before planning applications were even thought of. Cllr Harford would like to see this linked to villages with neighbourhood plans.

4. Police Report (*Appendix C*) Councillors were warned that there seem to be many scams around at present, including banking and meter-reading scams.

**18/29 To confirm the Minutes of the Parish Council Meeting held on Tuesday 20<sup>th</sup> February, 2018** (previously circulated). The Minutes were proposed as a correct record of the meeting by Cllr Griffin, seconded by Cllr Whittle, and approved.

**18/30 Matters arising from the Minutes (for information only)**

18/19.1 The contractors have been informed about the grass verge contract.

18/19.4 Girton Town Charity and legal representatives have been informed of the parish council's approval. The land is to be used for community use as a car park.

**18/31 Business items requiring a decision, or consideration by the Council.**

1. To co-opt a member of Girton Parish Council. Mrs G Cockley's application letter had been received and she was unanimously co-opted to the Council. She signed the Declaration of the Acceptance of Office and joined Councillors. The Chairman welcomed her as a member of the Council.

2. To approve a date for the Girton Annual Parish Meeting at Girton Glebe School. The meeting will be held after the election of the new Parish Council in May. The Chairman proposed that the meeting be held on Tuesday 22<sup>nd</sup> May, seconded by Cllr Griffin. Approved unanimously.

3. To approve an electricity supply contract for the Parish Council (details circulated) Quotations should be sought from Octopus and 1<sup>st</sup> Utility and a working group of Cllrs Kettle and Griffin liaise with the Clerk.

4. To approve a telephony supply contract for the Pavilion (details circulated) The item was deferred pending a wider scan of what's available and comparative charges.

5. To approve new salary scales for parish council staff from 1st April, 2018, in line with NALC recommendations. This item was deferred as the National Executive will make a decision in April.

6. To approve a request to Cambridgeshire Highways to improve signage on Cambridge Road corner at the junction with High Street. The Chairman will write to Cambs Highways to explain why signage is needed for a 90% bend without warning. White-lining renewal, arrow and bollard replacement will be requested.

7. To approve the wording of the agreement between Girton Parish Council and the Open Gardens Group for use of the adopted phone kiosk on Cambridge Road (*Appendix D*) Proposed by the Chairman, seconded by Cllr Cockley and approved unanimously.

8. To approve that Girton Glebe School be approached to produce road safety posters for Girton village. Proposed by the Chairman, seconded by Cllr Kettle and approved unanimously. Cllr Harford left the meeting at this point.

9. To approve Bobtails Toddlers' Group place an advertising poster on the noticeboard by the entrance to the Recreation Ground Car Park on Monday and Thursday mornings whilst the group is in

session. The noticeboard is on private land and it was questioned if the banner could be put on railings at the Recreation Ground instead. It was felt that an article in Girton Parish News would be better, as the banner would create a precedent. The proposal was unanimously rejected.

10. To approve a charity payment for repairs to the Recreation Ground Car Park. The Council is very grateful to the resident for his work and will give £100 to the charity of his choice, Starlight. Proposed by the Chairman, seconded by Cllr Cockley and approved unanimously.

11. To approve two charity stalls on Smithy Green for the Village Yard Sale on Saturday 12<sup>th</sup> May, 2018. The Chairman proposed that the stalls use an agreed spot on land by the Pavilion instead of Smithy Green as there were concerns regarding the safety of people coming to the stalls. Seconded by Cllr Dashwood, and approved unanimously.

### **18/32 Finance and Resource Management**

1. To approve the payments schedule for the past month (*Appendix E*) The Payments Schedule had been checked before the meeting by Cllr Godby. The Payments Schedule was approved with one abstention.. Water and electricity bills for the Bowls Green are to be checked and a refund requested from Girton Town Charity for these, plus heras fencing hire at Wellbrook Way. GTC's contribution towards the architect's costs for the new artwork fence also needs to be requested.

### **18/33 Correspondence (to be received)**

1. 6<sup>th</sup> March, 2018: ElanCity Speed Signs correspondence.

Received by the Council. The speed sign by the Co-Op is not working and needs to be reported to Cambs Highways.

### **18/34 To receive reports**

1. Chairman's Report (*Appendix F*) SCDC's S106 Officer has put in claims for funding for the MUGA, Pavilion loft, Mayfield shelter and cycling improvements to Histon. Residents will need to move out of flats in Wellbrook Way for 12 months.

2. Girton Town Charity. No report this month.

3. Girton Youth Project. No report this month.

4. Footpaths. No report this month.

5. Water Management (*Appendix G*) Legacy funding is still ongoing. A letter regarding the decking issue in Fairway will be drafted and forwarded to the Clerk.

**18/35 To receive unconfirmed Committee Minutes** None.

### **18/36 Items which the Council need to discuss at the next meeting.**

Updates on Data Protection procedures.

CAPALC is to increase charges at their AGM. The CAPALC Representative is given Parish Council permission to vote in favour of the increase.

A revisit of the Village Plan may be in order.

The meeting closed at 9.05pm

## **APPENDIX A**

### **County Councillor's Report to Parish Councils: March 2018**

Highways & Community Infrastructure (H&C) Committee met in February just after I wrote my report for you last month so it didn't include a report on the proposals being made for the library service. This was actually raised in one meeting and I subsequently provided a summary for the Parish Council that had raised it and I am including it as an addendum to this report for anyone who is interested.

Meeting agenda pack: <http://bit.ly/2ljqbNr>

The next meeting of H&CI takes place on 13<sup>th</sup> March. At this meeting members will approve both the schedule of highways maintenance and the list of successful applications to the Local Highways Improvements scheme. I will discuss the relevant interests in these at your individual meetings. Meanwhile you can view the reports to committee at: <http://bit.ly/2FHimiM>

Cambridgeshire & Peterborough Combined Authority (CPCA) met in February to agree its budget. The Mayor invited the Chairman of the Overview and Scrutiny (O&S) Committee to present that committee's recommendations before general debate on the budget by the Board. The Chairman expressed the concerns of the committee in relation to the consultation process which he said should in future be more ambitious and include opportunities for public participation adding that the response to the consultation carried out on this occasion had been poor being sent as it was to a limited number of authorities of which only 3 had responded. He also pointed out that the budget papers did not include any of the new financial arrangements with regard to the Local Enterprise Partnership (LEP) and that these should have been included in the public interest as a significant amount of funding is involved. He also stated that presentation of the budget on a 1-year basis was misleading as it gave no indication of forward commitments. To give clarity he suggested the budget should be projected over a 3-year period so that forward commitments are clearly seen. The concerns were summarised into one recommendation to the Board: "The O&S Committee express their concern at the lack of detail made available in the budget papers as they are presented. The committee expresses particular concern that the budget papers do not reflect the money committed to projects in future years, for example commitments made to Peterborough University. We welcome the commitment to produce a medium term financial plan and ask that this be produced as a matter of serious urgency." In response the Chief Executive explained that in some ways the Combined Authority operated on the same basic principles as local government particularly in relation to transparency and governance. However, the fluidity of its funding position made it significantly different to a local authority, eg CPCA had received additional sums of funding since November. He acknowledged that as CPCA matured its ability to provide confidence in forward funding projections would increase. Whilst welcoming in principle the recommendation for longer term planning he said that he thought that 3 years was not long enough and 5 to 7 years would be more appropriate.

Meeting agenda pack, decisions and minutes: <http://bit.ly/2DpGzZ1>

The agenda for a second meeting later in the month included an item, later considered separately by all constituent councils, on the extension of Combined Authorities' borrowing powers. Agenda pack and decisions: <http://bit.ly/Sp4WpnN>

A separate meeting, as referred to above in respect of the borrowing powers of Combined Authorities, was convened for the County Council through a special meeting of General Purposes committee. Agenda and minutes: <http://bit.ly/2pb3brm>

Communities and Partnerships committee has now considered its first 4 applications each to the Innovate and Cultivate funds. These include one by S Cambs District Council for its 'Through the Door Project' which aims to tackle loneliness and social isolation. The agenda also included a report seeking member support for the 'White Ribbon Campaign'. This campaign is aimed at eradicating male violence against women and girls, men and boys. The report to committee included an update on the Council's progress towards White Ribbon accreditation. Meeting agenda pack: <http://bit.ly/2tIYSJh>

At the meeting of Economy & Environment Committee I made a plea for reconsideration of the funding for Bikeability. Officers had been asked at a previous meeting to investigate sponsorship opportunities to cover a shortfall in funding. Members were advised that this had proved difficult for, whilst organisations might be willing to sponsor events, they were not so keen on providing funding for the training programme. I pointed out that, in a county where we are promoting cycling and continually improving cycling facilities, it seemed incongruous to restrict training for the young. This not only keeps them safe now but instils in them life long good behaviour as cyclists. My position was supported by other members and as a consequence Officers have now been requested to prepare a report for a future meeting advising the extent of the shortfall in funding and proposing other funding options. The agenda also gave an opportunity to evidence again the need for closer collaboration between the County and District Councils on S106 matters when the planning application for Wintringham Park was discussed. My efforts to progress closer working moved on a step this week when I met with the Director of Economy, Transport and Environment. He has agreed to the creation of a working party to further investigate the issues and how to overcome them. Meeting agenda pack:

<http://bit.ly/2DmJ7Y7>

Energy from waste treatment facility. There will be drop-in sessions to provide more information on Amey's planning application. Details:

Monday 19 March 12pm-4pm at the Village Hall, Green End, Landbeach CB25 9FD

Monday 19 March 5.30pm-9pm at Cottenham Coffee Shop, High Street CB24 8RZ

Tuesday 20 March 12pm-9pm at the Church Room, St John's Church, Station Road, Waterbeach, CB25 9HR.

There is no need to register you can just turn up.

I look forward to seeing you all at your respective meetings when your questions and comments will be most welcome. Or, if you prefer, you can email me.

Lynda

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## **APPENDIX B**

### **District Councillor's Report from Cllr Douglas de Lacey**

I have been on holiday for the past month, so have little to report. But before I left, in frustration at the lack of response to my requests for the removal of the large Athena sign at NW Cambridge, I wrote to the Registry of the University. I asked him to put to his Council the point that the University was complicit in this breach of regulations. I received an almost immediate response and I believe the sign is now down.

My request for pictures of the Village sign was answered by several who pointed out something I never realised: Google keeps archives of its Street View. So I now have concrete evidence to present to the University, and I trust they will provide a replacement. The boundary stone, being small and rather insignificant, will be a bit more tricky.

It is good to be able to report that the police have relented and will now be implementing 'Operation Close Pass' (see my reports in December and January), encouraging motorists to leave adequate room when overtaking cyclists. Elsewhere this has demonstrably reduced cyclist injuries.

I am informed that Stagecoach are introducing 'minor changes' to the Citi6 timetable in April, but have no further information.

In May both the District Council and the Parish Council are all up for re-election. Please consider seriously if this is a task you could undertake for your community. The colour you may choose to stand under is irrelevant. I'm always happy to discuss what it may mean for you and for us in the Village. I can say that for me so far it has been overall a rewarding experience.

Douglas

## **APPENDIX C**

### **Police Report: February – March 2018**

CF0122270318 - THEFT

Date occurred: 04/03/2018 17:00 - 05/03/2018 07:00

Location: Girton Road, Girton

Description: A bicycle was stolen from the front garden of a property.

CF0146190318 - BURGLARY

Date occurred: 16/03/2018 14:45 - 18/03/2018 23:00

Location: Thornton Close, Girton

Description: A UPVC door with window situated at the rear of a detached house was smashed and jemmied. An untidy search of the house has been conducted and cash and vouchers were stolen.

## **APPENDIX D**

### **Draft Agreement for adopted phone kiosk on Cambridge Road**

**Articles of Association of Girton Open Garden Kiosk Group**

c/o (address)

**Members of the Girton Open Garden Kiosk Group:** (names)

### **Liability of Members**

Each member undertakes to be responsible for the raising of funds for the adoption and refurbishment of the redundant BT kiosk at High Street, Girton, and its use as an open garden.

The Group will be responsible for replacing steering group membership.

In the event that no interest can be found, then the steering group will wind up the project.

However should Girton Open Gardens require the scheme to be wound up they would offer the kiosk to Girton Parish Council for possible use by other interested parties. If there was no interest, and it is necessary to remove the kiosk, Girton Parish Council would give due consideration to assisting Girton Open Gardens in its disposal.

The Girton Open Garden Kiosk is established to benefit the Girton village community using a village heritage asset. No money will exchange and no income is intended to be raised from this project.

Group members are responsible for the management and running of the Girton Open Garden Kiosk.

Group members will report annually to Girton Parish Council.

Group members will be responsible for regular checking and maintenance of Girton Open Garden Kiosk.

### **Insurance**

The BT Kiosk is insured by Girton Parish Council against all Public Liability. Its intended use as Girton Open Garden Kiosk will continue to be covered by the same insurance.

The Kiosk will remain an asset of Girton Parish Council.

Signed:

Dated:

## **APPENDIX E**

### **Payments Schedule for March 2018**

(please see separate attachment)

## **APPENDIX F**

### **Chairman's Report**

**14<sup>th</sup> March 2018**

Northmores continue to progress the car park refurbishment and have now issued tender documents to 6 companies. The further meeting to update progress at the end of February was cancelled so comments on the tender documents were made by email. It is my impression that the only difference between the documents we issued and the current ones is the addition of a huge amount of unnecessary detail; but then what do I know! Repairs to the potholes in the car park have been carried out by our noble village volunteer and we shall be approving a donation to a charity of his choice at our upcoming meeting..

SCDC S106 Officer has provided us with a draft claim for funds for potential projects as detailed last month but is seeking further clarification on the cycle route to Histon proposal. He is also looking to provide confirmation of all S106 planning obligations relating to the original Wellbrook Way development.

Wellbrook Way residents of the flats opposite the Bowls Green are in the process of being moved to temporary accommodation while the foundations of the building are to be rectified. Along with County Councillor Harford, I attended a second meeting of residents with representatives of the Housing Association which owns many of the flats, the engineering company in charge of the renovation, a relocation agency and Taylor Wimpey. Taylor Wimpey failed to send anyone and much of the concern relating to promises given at the first meeting which have not been kept, could not be addressed.

Girton Open Gardens Group have balked at the proposed contract for the management of the redundant BT phone box on Cambridge road as posing too great a financial risk. I have met them to develop a wording with which they are happy and this is to be approved at our next meeting.

The ongoing saga of the land transfer at Wellbrook Way is still not complete. GTC are concerned that use of some of the land as a car park needs permission of a third party referred to in the deed of transfer from TW to GPC. The problem is that this party is not identified in any documents yet discovered. My view is that we should spell out that use of the land as a car park comes under community use as it serves the new community centre and thus does not need any additional permissions.

**Haydn Williams**

## APPENDIX G

### Flood and Drainage Report for Girton Parish Council 20<sup>th</sup> March 2018

I have sent several emails to the Environment Agency asking for an update on the various outstanding issues, and have received the following responses.

#### A14 Legacy Funding

The EA share our frustration over the length of time it is taking Highways England to make a decision on their legacy funding, but wished to make it abundantly clear that it is not a lack of action on the part of their officers. They have continually requested information from Highways England, however the applications for funding need to go through their internal scrutiny process which inevitably take time. Richard Taylor met with Highways England at the end of February and was informed that decisions should be made soon.

#### A14 Borrow Pit revised location

The EA have stated their preference for the Borrow Pit to be situated to provide flood attenuation for Girton downstream to the A14 project. They have suggested that an overspill is constructed from the Washpit Brook with a controlled release back into the Brook at the downstream end. This matter now rests with the A14 construction team.

#### Maintenance

Instead of reporting 'no progress' to the Parish Council the EA have requested that we could think about what practical actions the Parish Council could lead to help manage flood risk in Girton. For example,

- How we could work with riparian landowners to highlight their responsibilities for river maintenance;
- What further maintenance the Parish Council could fund or undertake above and beyond the maintenance that we are given Government funding to carry out;

#### Decking

The EA have stated that a long and costly legal process is in no-one's best interest and asked how we, the flood group and the Parish Council, could influence the landowner who has constructed decking in the Brook. His options are to demonstrate that it won't increase the flood risk, make modifications or remove it completely.

Douglas Whittle  
Flood and Drainage Officer