

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 Tuesday 15th May, 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 18/54.1

Present: (Cllrs) H Williams (Chairman), Buckler, Cockley, Dashwood, de Lacey, Griffin, Hickford, Kettle, Thorrold, Townshend, L Williams.

Cllr L Harford (Cambs County Council) (until the end of item 18/54.2)

3 members of the public (two until the end of item 18/57.10, one until the end of item 18/58.2)

In attendance: S Cumming (Clerk)

Prior to the meeting, all councillors-elect present signed the Declaration of Acceptance of Office for the new Council term.

18/49 To elect the Parish Council Chairman for 2018-19 Cllr H Williams was nominated, proposed by Cllr Griffin, seconded by Cllr de Lacey and unanimously elected. Cllr Williams agreed to stay on as Chairman for the coming year.

18/50 The Chairman to sign the Declaration of Acceptance of Office Cllr H Williams signed the Declaration of Acceptance of Office.

18/51 Welcome from the Chairman The Chairman welcomed everyone to the meeting, especially Cllr Harford and members of the public.

18/52 Apologies and Reasons for Absence Apologies had been received from District Councillor Bygott and the Chairman accepted his reason for absence.

18/53 Members' declarations for items on the agenda None.

18/54 Public Participation session on agenda items and matters of mutual interest:

1. Members of the Public. Mrs C Noble spoke about the need for storage for equipment used in Feast Week and other village events, e.g. chairs, tables, signs, the bar etc.. If Girton Town Charity is to help, written permission is needed from Girton Parish Council to site a container on the Recreation Ground. It would be good if this could be in place by the beginning of July. The Chairman thanked Mrs Noble.

2. County Councillor's Report (*Appendix A*) The Highways work on the speed table by the church is imminent. Cllr Harford would like full repairs done by 2020 and if we have little repairs this won't be brought forward. We need balance and to be patient whilst Cllr Harford will keep lobbying. Regarding Local Highways Improvements grants, the Council could discuss whether to put in an application this Autumn. An LHI application could be used for footpaths. As the District Council has accepted volunteers for road cleaning it was questioned if this could be applied to pot-hole filling also. Temporary repairs are to protect safety and the County won't let volunteers do this from an insurance point of view.

Improvements are being made to the Highways website. White and yellow markings show works to be undertaken within 5 or 28 days. The Chairman thanked Cllr Harford, who left the meeting at this point.

3. District Councillors' Reports (*Appendix B*) The Clerk will pass on any questions to Cllr Bygott. Cllr de Lacey has reported on the District Council election in his report.
4. Police Report (*Appendix C*) It was noted that there have been a couple of recent car-keying incidents in the village.

18/55 To confirm the Minutes of the Parish Council Meeting held on Tuesday 17th April, 2018 (previously circulated). Cllr de Lacey will check regarding the surname 'Sulston'. With this amendment, the Minutes were proposed by the Chairman, seconded by Cllr de Lacey, and approved with two abstentions.

18/56 Matters arising from the Minutes (for information only)

18/43.1 Histon Hornets and Girton Colts Football Clubs have been informed of the Council's decision.

18/43.2 Girton Bowls Club has been sent agreed maintenance payment.

Noted by the Council.

18/57 Business items requiring a decision, or consideration by the Council.

1. To elect a Vice-Chairman for 2018-19. The Chairman proposed that Cllr Griffin be elected Vice-Chairman, seconded by Cllr Cockley and elected unanimously.

2. To approve the dates of the Parish Council Meetings for 2018-19. The Chairman proposed that meetings continue to be held on the third Tuesday of each month, starting at 7.00pm rather than 7.30pm. Agreed unanimously.

3. To approve, agree the sizes of, agree the frequency of meetings of, and appoint members of, the proposed Standing Committees for 2018-19 as follows:

Existing Committee Members will continue, with new Councillors appointed to Committees as listed below. Committees are each to meet four times per year and Planning every month or so. The first meetings of each Committee will be held under the existing Chairmanship, with the Chairman to organise Finance, Planning and Resources Committee. All Committees can then elect or re-elect Chairmen.

a) Planning Committee. All Councillors are members.

b) Sport and Recreation Committee. Cllrs Cockley and Thorrold will join the Committee.

c) Environment Committee. Cllrs Hickford and Townshend are to join the Committee.

d) Finance, Planning and Resources Committee. Cllrs Hickford and Townshend will join the Committee.

e) Human Resources Committee. Cllr Cockley is to join the Committee.

4. To approve Parish Council Task and Finish Groups. The IT and Website Task and Finish Group will continue with Cllrs de Lacey, Griffin, H Williams and L Williams as members.

5. To appoint trustees, representatives and advisors, if necessary, for 2018-19

a) Girton Town Charity Trustees. Mr M Bermann has been put forward as a Trustee by the Girton Town Charity. His appointment was proposed by the Chairman, seconded by Cllr Townshend and approved unanimously.

b) Youth Work Liaison Officer. Cllr Kettle will continue in this post.

c) CAPALC Representative. To be decided when co-option of new members is complete.

d) Police Liaison Officer. To be decided when co-option of new members is complete.

e) Public Rights of Way (Footpaths) Officer. Ms C Garvie will continue in post, assisted by Cllr Townshend.

f) Flood and Drainage Officer. Prof R Irvine has agreed to take on this role and will be co-opted at the next Environment Committee Meeting.

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

h) Tree Officer. Cllr Griffin agrees to continue in this post.

i) Health and Safety Advisor. The post remains vacant.

j) Child Protection Officer. Cllr Kettle will continue in post.

6. To approve the following annual subscriptions: CAPALC, CPRE, Cambs ACRE, SLCC. The Clerk explained what the subscriptions are for small amounts. Proposed by the Chairman, seconded

by Cllr de Lacey and all approved unanimously.

7. To suspend bye-laws to permit Girton Village Celebrations to authorise the use of marquees and gazebos and to enable motorised vehicles access to Girton Recreation Ground on Friday 13th July and to remain in place until Sunday 15th July. Proposed by the Chairman, seconded by Cllr Townshend. Approved unanimously.

8. To consider an application to trade as a coffee-seller in Girton Recreation Ground Car Park on Mondays 3.30-6.45pm only (*Appendix D*). The Council does not usually permit trading on the Recreation Ground or car park. Issues of safety, lack of space and litter were raised, plus fear of setting a precedent. The Chairman proposed that the application be declined, seconded by Cllr Cockley. The decision to decline the application was agreed with one abstention.

9. To consider an application for a street trading consent for an ice-cream vendor at Cambridge Road, Oakington Road, Pepys Way and Wellbrook Way, Mondays to Sundays 2.00-4.00pm. The Council would like more time to consult with residents and to ask SCDC Officers to suggest suitable timings. More information would be needed on where the vendor thinks he can park. There are also concerns about childhood obesity and the argument is strengthened if parents say no to the application. It was proposed to refer back to SCDC by Cllr de Lacey, seconded by Cllr Cockley, and agreed unanimously.

10. To consider a request from Girton Village Celebrations (GVC), for permission to place a metal storage container to the rear of Girton Recreation Ground. Proposed by the Chairman. It was confirmed that GVC would provide a suitable base and would own and be responsible for the maintenance of the container and that the PC would not charge rent for the footprint. The chairs and tables are not owned by the Council but belong to the village and removal and replacement in the Pavilion loft is a difficult and potentially hazardous task. Proposed by the Chairman, seconded by Cllr Hickford and approved unanimously.

Two members of the public left the meeting at this point.

11. To approve implementation of the nationally approved pay scales for parish council employees for 2018-19, to be backdated to 1st April, 2018 (*tabled at the meeting*). Proposed by the Chairman, seconded by Cllr de Lacey and approved unanimously.

18/58 Finance and Resource Management

1. To approve the payments schedule for the past month (*Appendix E*) The Payments Schedule was approved unanimously subject to Cllr L Williams' approval.

2. To receive a Financial Year End Report. The Chairman reported that the Council is close to budget for last year. Funds to be reclaimed include VAT, Wellbrook Way temporary fencing hire and churchyard grass cutting. The accountants are to clarify how reserves are allocated to budgets. Postings in the Profit and Loss statement need clarification and consistency.

A member of the public left the meeting at this point.

18/59 Correspondence (to be received) None.

18/60 To receive reports

1. Chairman's Report (*Appendix F*) The Chairman spoke about Northmores' contractors' quotations for car park works. He has asked for a full comparison of the detail of the new and original quotations from Mead. There is a Facebook petition regarding the footpath across the car park.

The Chairman also spoke about the GTC High Street development plans. The substation has been moved further away from the nearest house and the office moved back three metres. This looks more residential and could be a 1-bedroom flat. The windows are less imposing on the gable ends. The bicycle storage has been moved further back on the plot and there is more planting. The height of the building is not imposing. Local residents would still like a courtyard development with single storey housing and have felt excluded from the process.

The Chairman also mentioned the relocation of residents at Wellbrook Way is now underway and work due to commence in early June. This is intended to be completed

within 6 months as the need for compensation goes up if over six months.
The Post Office vacancy has been advertised online. It was queried whether GTC could subsidise this and the Council may approach GTC about this.

2. Girton Town Charity. The report will appear in Girton Parish News.
3. Girton Youth Project (*Appendix G*)
4. Footpaths. Messrs G Thorpe and P Laston will be asked to quote for works at Dovehouse Close.
5. Water Management. No report this month.
6. CCTV tenders update. Waiting until the new car park is established would be good to avoid any mistakes in placement.

18/61 To receive unconfirmed Committee Minutes. None.

18/62 Items which the Council need to discuss at the next meeting.

Concerns were raised about bicycles for sale on lamp-posts, plus a resident selling baskets on the front fence of their property.

Cllr Dashwood will update the Council following the Amey Cespa meeting.

Cllr Hickford would be willing to lead on the Local Highways Improvement grant application.

The meeting closed at 8.45pm

APPENDIX A: Cambridgeshire County Councillor's Report

Cambridgeshire County Councillor's Report May 2018

There was no meeting of the **County Council** in April and the Planning Committee and many of the service committees also did not meet during the month. The next meeting of the County Council, its Annual General Meeting, will take place on Tuesday 15 May 2018. Agenda item 8 will ask members to ratify the decision of Commercial & Investment Committee to select Alconbury as the preferred location for the Council's new headquarters. Agenda pack: <https://bit.ly/2KkXgJ2>

County Councillors are offered regular briefings and development sessions and the number of members attending is variable. The session held this month entitled "**Highways Maintenance: The Asset Management Approach**" was though extremely well attended; an indicator of just how many issues are raised by residents with their local councillors and the countywide concern about the condition of our roads. Officers acknowledged that the prescribed timescales for attending to reported issues have not always been kept to in the recent past and there is commitment to improved performance in this respect for the future. Various changes to the way in which reported highways defects are managed are also being proposed including much clearer information on the Council's website about the status of reported defects and closer management of quality issues by Local Highways Officers. I will be monitoring the implementation of these changes and their impact.

Several members raised issues relating to the claims being made by residents for damage to their cars caused by potholes. Officers confirmed that negligence on the part of the County Council has to be proved in order for such claims to be successful. The Council does not have a statutory duty to maintain roads in perfect condition. It does though have a statutory defence against claims of negligence. It has to provide evidence of the existence of and adherence/response to an inspection schedule to rely on that defence. The Dragon Patcher purchased in the last year has been very successful in increasing the rate at which potholes can be dealt with and there are plans to purchase another two machines.

Economy & Environment Committee's agenda included a report on the increased cost and funding requirement of the Ely Southern Bypass. Members agreed unanimously to recommend to General Purposes Committee that it should allocate an additional £13m to assure the scheme's completion. There was however criticism of the type of contract that had been entered into with members expressing concern that this seemed to have been influenced by a local desire to see the scheme implemented very quickly. Members also approved the preliminary draft Cambridgeshire & Peterborough Minerals & Waste Local Plan to allow public consultation to commence in May.
Agenda pack: <https://bit.ly/2wErnlc>

Health Committee's agenda included a report on the provision of dental services. There was concern about the level of provision both to new communities and to address the cumulative impact of development sites approved in villages. They requested that NHS England Dentistry be invited to attend a future committee meeting. They also requested that the Director of Public Health monitors Section 106 [developer contributions] agreements for primary care provision for large new developments, including Northstowe] to ensure that appropriate consideration is given to dental health facilities.

A lot of concern has been expressed about the planning application being made by **Amey Cespa** and a perceived lack of opportunities for members of the public to hear about this **Waste to Energy proposal** and ask questions. As a result a further drop-in session has been organised for this coming Wednesday, 16 May 2018. This will be held at Landbeach Village Hall. In attendance will be the County Council's Planning, Minerals & Waste Business Manager as well as representatives from the Environment Agency and Public Health England. The applicant has submitted additional environmental information under the Town & Country Planning [Environmental Impact Assessment] Regulations 2011: Regulation 22 which is now available for comment. The application documents are available on line at: http://planning.cambridgeshire.gov.uk/swift/apas/run/WPHAPPDETAIL_DisplayUrl?theApnlD=S/3372/17/CW&theTabNo=3&backURL=backURL

There was some good news on the funding front with a successful bid by Cambridgeshire & Peterborough to the National Lottery. Living Sport is the **Cambridgeshire & Peterborough Sports Partnership** that was formed in 2006 to raise the profile and engagement of these local authorities with sports bodies and to increase community participation in sport. Its purpose is to inspire everyone to lead healthy lives by increasing and improving opportunities to participate in sport and physical activity. It has just been awarded £500,000 of National Lottery funding to help people in new communities in the local area to stay active following a house move. Research by Sport England shows that there are nearly 15 million people who regularly participate in sport and physical activity and as a result benefit from increased confidence as well as improved physical and mental wellbeing. However, even strong habits can be disrupted when people go through a major life change such as moving into a new community which initially can be lacking in established facilities for sport and physical activity. The funding will be used to support the Active New Communities project which is supporting eight growth sites in Cambridgeshire & Peterborough and are due to be occupied over the period 2018-2021. In the first year the project will focus on Northstowe, Alconbury Weald and Hauxton.

Foster Care Fortnight will be taking place from 14-27 May. It aims to raise the national profile of fostering and encourage more people to become foster carers. The County Council welcomes applications from people of all ethnic backgrounds, with or without children of their own. Applicants must be aged over 21 and can be single, married, in a civil partnership or living with a partner.

Each year the County's Registration Service publishes details of the most popular names registered in Cambridgeshire for the preceding twelve months. Most popular boys' names for the last year were Oliver, Harry, George, William and Joshua. I wonder if we will see Louis gain popularity this year. For girls the popular choices were Olivia, Amelia, Charlotte, Isla and Emily. Will Megan be in next year's top five for girls? Among the most unusual names registered were Zebedee and Orion for boys and Sailor and Armani for girls.

I look forward to receiving any questions or comments that you have about these or any other matters either at your meetings or by email.

Lynda

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APPENDIX B

Report from District Councillor Douglas de Lacey 11. 5. 2018

As many predicted, the election left a lot of blood on the floor. The Liberal Democrats were determined to fight an aggressive campaign, but even they were astounded by its success: most Cabinet members, the Council Chairman and Vice-Chairman, and many other Tories all lost their seats.

So, sadly, did most of my fellow-Independents, there are now just two of us. I was very pleased to increase my majority and gain nearly 52% of the votes.

The final outcome will not be known until the Council Annual Meeting on 23 May, but the size of my Group means a significant reduction in our eligibility for committee seats. However, I gather I may stay on the JDCC: this is probably the most useful thing I do for the village.

Most business stopped over the election period but I did have a meeting with the CEO. There is still no news over the Local Plan despite boasts I saw in some election leaflets that it was safe in Tory hands. The change in administration may well work to our advantage in avoiding 'designation' and the removal of the Council from being a Planning Authority. But it will be a very hard fight ahead of us. Recruitment and retention of good officers is a major concern when house prices are so high and council jobs available in other parts of the country. The lack of a Local Plan makes our Planning Officers' job more difficult since they have to assess the likely success of an appeal against refusal.

Problems with the Wellbrook flats continue: I attended a meeting between the residents, Paradigm Housing and Taylor Wimpey. Although residents were told work would start in early April, it appears the engineers are still unclear of the precise issue and so still assessing what work is necessary. Residents were given a number of promises which we must ensure are honoured.

Douglas de Lacey

APPENDIX C

Police Report for Girton: April - May 2018

CRIMINAL DAMAGE

Date occurred: 24/04/2018 17:00 - 28/04/2018 11:00

Location: Hicks Lane, Girton

A car parked on a residential street was keyed from the boot to the bonnet of the vehicle.

CF0239260518

06/05/2018 19:00- 07/05/2018 11:00

Wellbrook Way, Girton

Criminal damage to a vehicle. Offender(s) have caused to damage to the victim's vehicle by scratching it.

APPENDIX D

Letter from Love in a Cup Ltd trading as 'Caffiend of Cambridge'

Dear Suzie,

I am the director and owner of a independent mobile espresso business Caffiend of Cambridge.

On Mondays I bring my daughter to ballet and have noticed that there are a lot of tired parents milling around the playground.

Would it be possible to make coffee for them? I have a smart looking Volvo XC90 with a coffee machine installed in the boot which runs very quietly.

I am fully insured including public liability & have been awarded a 5 star hygiene rating from Cambridgeshire council.

By way of background, I am an award winning Australian barista who started working in the coffee trade 21 years ago in Sydney, where I gained extensive experience in the coffee retail sector including operating a major coffee cart at the University of New South Wales. The Australian coffee scene has now evolved into a culinary high art and the London scene has excitingly followed suit now its time that better coffee was more widely available in Cambridge. Taking and adding to all that I learned in Sydney, I opened my first espresso bar, Love in a Cup, in Osborn Street E1 in March 2011 which was awarded best cafe in the Brick lane and Shoreditch area by Timeout London in 2015.

As an independent espresso bar I take pride in high training of our baristas and offer a uniquely personalised service and superior quality of coffee which are not available from large coffee chains. I am sure that Caffiend of Cambridge personalised service would also generate and emanate a warmth and homely feel that would benefit all at the Girton play park.

I am also available for functions.
Here is a testimonial from one of my clients:

I hired Caf-fiend of Cambridge to provide coffee for a three-day event here at the Computer Labs. Kash was extremely professional throughout, and provided not only excellent coffee, but an excellent, bespoke service as well. I would highly recommend Kash/Caf-fiend of Cambridge, and will be using them again at our next event. Michelle Houghton, Cyber-Security Events Manager at the Computer Labs (X 31858).

Please free to call me on 0782 851 3539 or email me at kashbygott@hotmail.com to discuss.

Best wishes

Christopher Bygott
Director
Love in a Cup Ltd
T/A Caffiend of Cambridge

APPENDIX E
Payments Schedule for May 2018
(please see separate document)

APPENDIX F
Chairman's Report
9th May 2018

Following receipt of the seriously over-budget tenders for the carpark/artistic fence/bus shelter redevelopment, Northmores have made proposals to reduce costs. These would require a significant reduction in scope of the project with the much needed work on drainage being given seriously inadequate attention. In lengthy email exchanges with Northmores I have rejected these solutions and requested justification of the specification they have produced for the work and asked for complete detail on the Mead quotation for comparison to that which we previously obtained. Having further pointed out gross errors in their specifications and expressed my dismay that there are apparently no further detailed costs available from Mead, I now find that Northmores will continue discussion with 'their client' GTC alone. I have urged them to be quick as we will probably effectively need to begin the tender process again without their assistance.

Following the presentation from High Street residents expressing concerns about the GTC proposals for redevelopment of their almshouses in the High Street, Cllr de Lacey, Cllr Harford and I met with GTC to convey these concerns and hear GTC plans to mitigate them. We learned that GTC have indeed taken these comments seriously and have produced modified plans to improve the appearance of the development and soften its effect on neighbouring properties. At our invitation GTC is to give a presentation on the revised plan at the Annual Parish Meeting on May 22nd.

Progress on commencement of remedial work to the block of flats at the entrance to Wellbrook Way is painfully slow. A residents meeting held on May 8th heard that a detailed final work specification will be produced by May 11th, a contractor selected in a further 2 weeks and work expected to begin in early June. It is hoped that this will be completed within 6 months with residents moving back in early December.

The Post Office vacancy is now advertised on the PO web site. The potential income from the position is meagre so long term prospects for the facility are likely to be bleak.

I received a report from a concerned neighbour about 'Highways' wholesale removal of trees overnight on the banks of the A14 near the Girton Road bridge. This work was done without warning at extremely unsociable hours and appears to be a pattern that has been repeated at other locations along the same road. Cllrs Harford and de Lacey have attempted to get to the bottom of the matter but it seems to be a blanket process applied at several junctions for various reasons.

Haydn Williams

APPENDIX G
Summary of Girton Youth Project Report – May 2018

It had been agreed that Youth Club will run another session at Fenstanton and Hilton Primary School on Sunday the 24th of July, we are hoping that the event will be even bigger than the last one we held where we had over 40 young people attend. The school has also agreed to pay for all costs, artist time, paint and other materials.

We have now completed our craft projects at Girton Glebe and Gretton School, you can see photos of their work below. This half term we will be introducing spray paint to Girton Glebe, designing their own t-shirt with tie-dye backgrounds as this has been requested for some time. At Gretton, to coincide with their music projects, we are creating our own ukuleles out of cardboard and rubber bands.

Whilst I was on annual leave, Jamie and Matilda attended the Parish Council annual meeting, setting up a stall for local businesses and Girton parishioners to take a look at the Youth Project and ask questions about who we are and what we do.

Youth Club will also be heavily involved in next month's Feast activities, with Jamie and Matilda sleeping in the tent for the Friday and Saturday evening. Youth Club will also be supplying all soft drinks at the feast for the Friday through to the Sunday. We have also helped find volunteers for car parking duty and have agreed to help with the setting up and packing away of the event on the Friday and Sunday.