



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

NOTICE IS HEREBY GIVEN that the **Annual meeting of the Parish Council** will be held in **The Hub Community Centre**, Cambourne on **19th May 2015 at 7.00pm**, to which members of the Council are hereby summoned to attend for the purposes of the following business.

Members of the public and press are also invited to attend.

John Vickery, Parish Clerk to the Parish Council

13th May 2015

AGENDA

PUBLIC ADDRESS TO COUNCIL

"Public question time is dealt with prior to the commencement of the meeting and doesn't form part of the formal business of council (or committee) and is limited to 15mins (an additional 15 minutes can be allocated in exceptional circumstances at the discretion of the Chairman)."

Each resident wishing to speak will be allocated a maximum of 3 minutes in order to allow other people to also speak without the public session exceeding its allotted time. Please Note: Councillors will not be able to respond on items on the agenda, but will take notice of the views put forward.

1. **ELECTION OF CHAIRMAN OF THE COUNCIL**
Chairman's Declaration of Acceptance of Office and Acceptance Speech.
2. **REMARKS FROM THE RETIRING CHAIRMAN**
3. **ELECTION OF VICE CHAIRMAN OF THE COUNCIL**
Vice Chairman's Declaration of Acceptance of Office.
4. **APOLOGIES FOR ABSENCE**
5. **MINUTES OF LAST MEETING**
To approve as a correct record the minutes of the Meeting [CPC/M138](#) held on 7th April 2015.
6. **MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.
7. **POLICE MATTERS**
To receive a report on the current position in Cambourne.
8. **CLERKS UPDATE**
To receive an update from the Parish Clerk.
9. **HEALTHCARE IN CAMBOURNE**

To receive an update.

10. RESIDENTS CORRESPONDENCE

11. COMMITTEE REPORTS

To receive minutes of meetings of the following Committees and consider any recommendations contained therein:

11.1 Planning Committees held on 7th April 2015 ([M220](#)), 21st April 2015 (PLN [M221](#)) and 5th May 2015 (PLN [M222](#))

11.2 Leisure & Amenities Committee held on 21st April 2015 (LA [M61](#))

11.3 Festival Working Party held on 14th April 2015 (FWP M4) and 12th May 2015 (FWP M5)

12. APPOINTMENT OF STANDING COMMITTEES

12.1 Committee Structure

To consider capping the number of Committees a Councillor can be on.

12.2 Planning Committee (Chairman of the Council plus 7 members)

12.3 Planning Committee

Election of Chairman for the ensuing year. (Committee members only can vote)

12.4 Leisure and Amenities Committee (Chairman of the Council plus 7 members)

12.5 Leisure and Amenities Committee

Election of Chairman for the ensuing year. (Committee members only can vote)

12.6 Finance and Policy Committee (Chairman and Vice Chairman of the Council, Chairmen of Planning and Leisure and Amenities plus three other members)

12.7 Finance and Policy Committee

Approval of Chairman for the ensuing year. (Committee members only can vote)

12.8 Bank Signatories

To reconfirm the authorised signatories and to appoint the independent Councillor.

Note copy of existing committee membership attached for information.

13. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

Cambourne Youth Partnership (up to two representatives).

Parish Plan Steering Committee

Festival Working Party

14. DATES OF COUNCIL AND COMMITTEE MEETINGS

To consider the dates on which Meetings of the Parish Council and standing Committees shall be held during the ensuing year and the timing of said meetings. (Schedule Herewith)

15. COUNTY COUNCIL MATTERS

To receive reports from County Councillors for Cambourne.

16. DISTRICT COUNCIL MATTERS

To receive reports from District Councillors for Cambourne.

17. FINANCIAL STATEMENT

17.1. To receive the schedule of payments attached.

17.2. To receive a report on the current financial position.

17.3. To receive the Bank Reconciliation

18. ANNUAL RETURN

To receive a report from the Parish Clerk.

19. CYP GRANT

To consider the release of the 2015-16 Cambourne Youth Partnership Grant.

20. LAND TRANSFERS

20.1 To receive a report from the Parish Clerk.

20.2 To confirm the signatories for the transfer of the Community Hub Extension Land, High Street.

21. TRAFFIC MATTERS & ROAD SAFETY

To receive an update

22. GENERAL CORRESPONDENCE

Parish Clerk to report on any correspondence needing to be brought to the Council's attention. (Schedule Herewith).

23. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Exclusion of the press and the public.

MOVE: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

24. STAFFING UPDATE

To receive a report from the Parish Clerk

25. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Re-admittance of the press and the public.

MOVE: that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

26. TO CONFIRM DATE OF NEXT MEETING – 2nd June 2015

***John Vickery, Clerk to Cambourne Parish Council. Parish Office, The Hub, Cambourne Community Centre, High Street, Cambourne, Cambridge. CB23 6GW.
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