



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 **16th May 2017 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

10th May 2017

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/M166](#) held on 4th April 2017.
6. **MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.
Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.
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. PARISH PLAN UPDATE**
To receive the draft Final Parish Plan ready for launch on the 10th June 2017.
- 10. HEALTHCARE IN CAMBOURNE**
To receive an update.
- 11. RESIDENTS CORRESPONDENCE**
Parish Clerk to report on any correspondence needing to be brought to the Council's attention. (Schedule Herewith)
- 12. APPOINTMENT OF STANDING COMMITTEES**
- 12.1** Planning Committee (Chairman of the Council plus 7 members)
- 12.2** Planning Committee
Election of Chairman for the ensuing year. (Committee members only can vote)
- 12.3** Leisure and Amenities Committee (Chairman of the Council plus 7 members)
- 12.4** Leisure and Amenities Committee
Election of Chairman for the ensuing year. (Committee members only can vote)
- 12.5** Finance and Policy Committee (Chairman and Vice Chairman of the Council, Chairmen of Planning and Leisure and Amenities plus three other members)
- 12.6** Finance and Policy Committee
Approval of Chairman for the ensuing year. (Committee members only can vote)
- Note** copy of existing committee membership attached for information.
- 13. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**
Cambourne Youth Partnership (up to two representatives).
Festival Working Party
- 14. COUNTY & DISTRICT COUNCIL MATTERS**
- 14.1** County Council
14.2 District Council
To receive reports from County & District Councillors for Cambourne.
- 15. REVIEW OF POLICIES**
- 15.1** Standing Orders
15.2 Financial Regulations
15.3 Terms of Reference and Delegated Powers
- 16. PEDESTRIAN CROSSINGS**
To receive a report from the Parish Clerk.
- 17. TRAFFIC MATTERS & ROAD SAFETY**

To receive an update

18. GENERAL CORRESPONDENCE

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

19. COMMITTEE REPORTS

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

19.1 Planning Committees held on 4th April 2017 ([PLN M263](#)), 18th April 2017 ([PLN M264](#))

19.2 Leisure & Amenities Committee held on 18th April 2017 ([LA M70](#))

19.3 Festival Working Party held on 13th March 2017 (FWP M23) and 10th April 2017 (FWP M24)

20. 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.

21. STAFFING

To receive a report from the Parish Clerk

22. OFFICE EQUIPMENT

To receive a report from the Parish Clerk

23. 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.

24. TO CONFIRM DATE OF NEXT MEETING – 6th June 2017

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