



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

NOTICE IS HEREBY GIVEN that the **Virtual Annual meeting of the Town Council** will be held in on **4th May 2021 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, Town Clerk to the Town Council

27th April 2021

AGENDA

This will be a virtual meeting accessed by Teams on the following [LINK](#)

If you do not have Teams click the button for using your browser and type in your name when requested. *(If you have any questions, please contact the Town Council details below)*

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 held on [6th April 2021](#).
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 Town Clerk.
9. **APPOINTMENT OF STANDING COMMITTEES**
 - 9.1 Planning Committee (Chairman of the Council plus 7 members)
 - 9.2 Planning Committee

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

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

9.4 Leisure and Amenities Committee

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

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

9.6 Finance and Policy Committee

Confirm the Chairman of the Council is the Chairman for the ensuing year.

(Committee members only can vote)

Note copy of existing committee membership attached for information.

10. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

Cambourne Youth Partnership (up to two representatives).

11. CALENDAR OF MEETING

To confirm the calendar of meetings for 2021 - 2022

12. YELLOW LINE QUESTIONNAIRE

To receive an update

13. EAST WEST RAIL

To receive an update on the East West Rail questionnaire.

14. TRAFFIC MATTERS & ROAD SAFETY

To receive an update

15. CORRESPONDENCE

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

16. PLANNING APPLICATIONS

To receive a report from the Town Clerk on responses made from the 6th April 2021. To confirm the actions of the Town Clerk in consultation with the Chairman and Committee members in responding to the attached Planning Applications.

17. 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.

There will be a short recess while members of the public sign out.

18. COMPUTER EQUIPMENT

To consider a report from the Town Clerk.

19. STAFFING

To consider a report from the Town Clerk.

20. 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.

21. TO CONFIRM DATE OF NEXT MEETING – 1st June 2021

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