



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

NOTICE IS HEREBY GIVEN that the **Annual meeting of the Town Council** will be held in **The Hub Community Centre**, Cambourne on **17th May 2022 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

11th May 2022

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.
(REMARKS FROM THE RETIRING CHAIRMAN)
2. **ELECTION OF VICE CHAIRMAN OF THE COUNCIL**
Vice Chairman's Declaration of Acceptance of Office.
3. **APOLOGIES FOR ABSENCE**
4. **MINUTES OF LAST MEETING**
To approve as a correct record the minutes of the Meeting held on 5th April 2022.
5. **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.
6. **POLICE MATTERS**
Sgt Robert Taylor, South Cambs Neighbourhood Police Sergeant will be in attendance for this item.
7. **CLERKS UPDATE**
To receive an update from the Town Clerk.

8. APPOINTMENT OF STANDING COMMITTEES

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

8.2 Planning Committee

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

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

8.4 Leisure and Amenities Committee

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

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

8.6 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.

9. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

Cambourne Youth Partnership (up to two representatives).

10. COUNTY & DISTRICT COUNCIL MATTERS

10.1 County Council

10.2 District Council

To receive reports from County & District Councillors for Cambourne.

11. GENERAL POWER OF COMPETENCE

To reconfirm the Council's right to exercise the General Power of Competence

12. REVIEW OF POLICIES

12.1 Standing Orders

12.2 Financial Regulations

12.3 Terms of Reference and Delegated Powers

12.4 GDPR

13. CALENDAR OF MEETING

To confirm the calendar of meetings for 2022 - 2023

14. PEDESTRIAN CROSSINGS

To receive a report from the Town Clerk.

15. TRAFFIC MATTERS & ROAD SAFETY

To receive an update

16. LAND TRANSFERS

To receive a report from the Town Clerk.

17. CORRESPONDENCE

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

18. COMMITTEE REPORTS

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

18.1 Planning Committees held on 19th April [PLN/M334](#)

18.2 Leisure & Amenities Committee held on 19th April [LA/M89](#)

19. 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.

20. CONFIDENTIAL MATTERS

To receive a report from the Town Clerk

21. STAFFING

To receive a report from the Town Clerk

22. 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.

23. TO CONFIRM DATE OF NEXT MEETING – 7th June 2022

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