CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

A meeting of this Council was held at the Hub Community Centre on Tuesday 5th April 2022. Meeting commenced at 19:00.

Present:

Cllr J O'Dwyer (Chairman)	Cllr K McIntyre
Cllr R Poulton (Vice Chairman)	Cllr J Patel
Cllr A Ahmed	Cllr F Panrucker
Cllr S Bhattacharya	Cllr J Patel
Cllr S Drew	Cllr J Simpson
Cllr A Fisher	Cllr G Thompson
Cllr D Jones	

In attendance: John Vickery - Town Clerk
Ellie Lydon - Committee Clerk

0 members of the public were in attendance.

1. APOLOGIES

Apologies for absence were received from Cllr P Gavigan, Cllr S Krintas, Cllr E Spanner. Acceptable reasons for absence were given.

Cllr Ahmed apologies as he had to leave the meeting at 20:00.

It was:
RESOLVED to accept the apologies from Cllr P Gavigan, Cllr S Krintas and Cllr E Spanner.

2. MINUTES OF LAST MEETING

To approve as a correct record the minutes of the Council Meeting CTC/M221 held on 1st March 2022.

It was:
RESOLVED that the minutes of the Council Meeting CTC/M221 be approved and signed.

3. MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION for items on the agenda.

Cllr Bhattacharya and Cllr Simpson joined the meeting at 19:18

4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements but handed over to the Vice Chairman Cllr Poulton who announced to Councillors we are looking for suitable (volunteer) qualified adults to run Monday nights youth work and we would like to invite Councillors, first to see if they would like to be a part of this voluntary

activity/provision. Training will be then provided to an appropriate level. This can be obtained free of charge from the County Council.
My ambition is that we build together for the youth.

Please visit the new youth building and you will see the possibilities of a variety of activities and opportunities to help.

Multiple Councillors volunteered to help on Monday evenings at the Youth Building.

5. POLICE MATTERS

The Chairman proposed to invite the new local police leader along to a future Council meeting once the new Council is elected.

It was:
RESOLVED to receive the report.

6. CLERKS UPDATE
To receive an update from the Town Clerk.

The following clarification was given by the Town Clerk

CVC Update- Bridget Smith is working to see what can be achieved with this Business Park link. Meetings are being arranged with South Cambs District Council (SCDC) and other key parties to clarify the situation.

High Street Development. A second meeting was held on the 1st April where a consensus was reached, which should allow NewCrest to submit and planning application early to mid-summer 2022.

Taylor Wimpey is moving forward with the adoption work on Gladiator Road. It should be finished by end of year contract but will open the SIP earlier if possible. Will raise at meeting with Taylor Wimpey tomorrow.

S106- faith provision. Cambourne is a very diverse community but there is only one dedicated faith buildings for Christian faith. The other faith groups would like to have a suitable building.
In the West Cambourne s106 there is no faith commitment as it was removed at an early stage, as it is not a requirement under the national test for viability.

There is a community building to be built in West Cambourne which can serve all faiths in addition to being a community building, as the Hub currently does. If the Council decides it needs to build a faith dedicated building, the Council would need to look at way to pay for it but they cannot use Town Council money.
They would need the Secretary of States approval to dispose of land or lease for over 5 years. It can however use hire agreements to rent space to faith groups. The main stumbling block is the lack of land available for dedicated faith buildings.
It was agreed the provision of faith buildings should be investigated as there is

several faiths in Cambourne who have to travel out of Cambourne to pray.

It was suggested to make the subject of faith buildings an agenda item at a future meeting following the election, so the Council can discuss the matter in more depth and see what is possible.
A suggestion was made for the Town Clerk to create a summary page of what can and can't be done as council and what options there are.

At the A428 Cluster meeting it was stated that the s106 is almost complete, but SCDC haven't involved the Parish/Town councils adjoining the sites.

The Town Clerk will find out if the Councillors are able to attend the next Cambourne Support Partnership meeting.

It was:
RESOLVED to receive the report and take the necessary actions.

7. STREET TRADING POLICY

To consider the updated Street Trading Policy following the meeting of the Finance and Policy Committee on the 22nd March 2022.

An email was received from a trader raising some issues with the new Town Council Street Trading Policy.

The Town Council are requiring a level 5 hygiene rating as agreed at Finance & Policy Meeting on the 22nd March 2022, rather than the level 3 or above in the SCDC policy.

It was proposed to seek legal advice on requiring a level 5 hygiene certificate to be able to trade on Town Council land. South Cambs District Council have said there is no reason the Town Council cannot require 5-star hygiene certificates for businesses. Following the advice, the policy may require revisiting and amending.

If a business drops a star, it will be looked at on merit. At the time of application, the business needs to be 5 stars and if they drop, they have time to bring it back up to 5 stars by the time of the renewal of agreement. It was noted that the District Council Street Trading Policy in Public Safety, subsection Food Safety Page 6, "Any trader wishing to sell food will need to be registered with the Environmental Health Service for the area in which they are based for food hygiene inspection. Food vendors should have an FSA food hygiene rating score of 3 or more. Evidence of the registration will be required at the application stage."

A discussion was had over whose responsibility it is to provide bins. Points were made that the traders are encouraging customers to sit and eat on the grass or benches near where they trade and should be a business expense for traders to deal with. Businesses are responsible for any rubbish they create, including takeaway rubbish.

The final bullet point on Street Trading Policy should say "acts in violation to this

policy". The Street Trading Policy will be updated with the bullet point.
Town Clerk and Community Development Officer to respond to emails from street traders with questions regarding the new policy.

It was:
RESOLVED that the Town Council Street Trading Policy and charging policy be adopted, whilst seeking advice on the hygiene rating question.

8. ELECTIONS 2022

To receive an update from the Town Clerk

Town Clerk confirmed there are 22 candidates standing for 19 seats so there will be a contested election on the 5th May 2022.

It was
RESOLVED to receive the report.

9. GRANTS

To consider the recommendations from the Finance and Policy Meeting on the 22nd March 2022.

Amount remaining in grant fund is to be confirmed by the Town Clerk.
The Town Council have a general power of confidence and can donate up until the 5th May 2022.

A point was raised that if the Town Council can donate to a national charity now it should, instead of the money sitting in a pot that may not be spent and it can be reported positively that the money is being donated to an international crisis.

The Chairman assured the money will be spent on refugees who are coming to Cambourne and local groups who are helping with fundraisers and collections.

CamCare UK is working with the local Ukrainian community and have held a fundraising event together with more events planned.
The Town Council are providing free venues for the events and collections points.

South Cambs District Council have sent information and links to local groups. The Town Clerk will look at these with the Community Development Officer.

A vote was held to donate the money to local community groups supporting refugees in Cambourne rather than an international charity. 12 for, 1 against.

Town Clerk and Community Development Officer to be delegated the powers to award the money to a local group(s) as required and report to the Council on donations made.

It was
RESOLVED to use the excess grant money towards local groups in the community that will be supporting refugees coming to Cambourne and the Town Clerk and Community Development Officer to be delegated the powers to award

grants to local groups.

Cllr Ahmed left the meeting at 20:08

10. FINANCIAL STATEMENT

10.1 To receive the schedule of payments attached

Questions raised by the Councillors were answered by the Town Clerk.

It was:
RESOLVED to approve the schedule of payments.

10.2 To receive a report on the current financial position

Questions raised by the Councillors were answered by the Town Clerk.

It was proposed to defer the item to the next Council meeting due to the number of errors in the document.

It was:
RESOLVED to defer the report to receive a corrected financial report at the next Council meeting.

10.3 To receive the Bank Reconciliation

It was:
RESOLVED to receive and approve the Bank Reconciliation.

11. CORRESPONDENCE
Town Clerk to report on any correspondence needing to be brought to the Council's attention.

11.1 No Mow May
To consider correspondence from the County Councils Highway Department and Taylor Wimpey in relation to adopting the national initiative to 'No Mow May'.

It was:
RESOLVED that the correspondence be received and agree to adopt 'No Mow May'.

11.2 South Cambs District Council
To receive an update from SCDC for those supporting refugees from Ukraine.

It was:
RESOLVED that the correspondence be received appropriate links put on social media

11.3 Cambourne Village College
To receive the email from Cambourne Village College sent to the parents

concerning access to the school and associated safety concerns.

It was:
RESOLVED that the correspondence be received.

11. NALC
To receive correspondence on the civility and respect initiative.

It was
RESOLVED that the correspondence be received and encourage action of it.

12. LAND TRANSFERS
To receive a report from the Town Clerk

It was:
RESOLVED that the report be received.

13. TRAFFIC MATTERS & ROAD SAFETY
To receive an update on traffic matters.

It was:
RESOLVED that the correspondence be received.

14. COMMITTEE REPORTS
To receive minutes of meeting of the following Committees and consider any recommendations contained therein:
14.1 Finance and Policy held on 22nd March 2022 FIN/M82

It was
RESOLVED to receive the minutes of FIN/M82.

15. 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.

It was:
RESOLVED that the Press and Public be excluded.

16. STAFFING
To consider a report from the Town Clerk

It was:
RESOLVED to receive the report and actions delegated to the Chairs Group.

17 CONFIDENTIAL MATTERS
To receive an update from the Town Clerk

It was
RESOLVED to receive the report.

18. 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.

It was:
RESOLVED that the Press and Public be re-admitted.

19. **DATE OF NEXT MEETING** – 17th May 2022
The meeting closed at 20:37

Signed Date 17th May 2022