



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

NOTICE IS HEREBY GIVEN that Meeting of the **Town Council** will be held at **The Hub Community Centre** on **3rd October 2023**, **immediately following the Planning Meeting** 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 September 2023

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. **APOLOGIES FOR ABSENCE**
2. **MINUTES OF LAST MEETING**
To approve as a correct record the minutes of CTC/M238 held on the 5th September 2023.
3. **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.
4. **CHAIRMAN'S ANNOUNCEMENTS**
5. **POLICE MATTERS**
[cambourne-policing-team](#)
6. **INCLUSIVE DEVELOPMENT**
To receive an update from Phil Priestley.
7. **CLERKS UPDATE**
To receive an update from the Town Clerk.
8. **COUNTY COUNCIL MATTERS**
To receive a report from the County Councillor for Cambourne Ward.
9. **DISTRICT COUNCIL MATTERS**
To receive reports from the District Councillors for Cambourne.
10. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)**

To receive a report from PKF Littlejohn LLP on the Annual Governance and Accountability Return for the year ending 31st March 2023.

11. **COUNCILLORS EMAIL ADDRESSES**
To receive a report from the Town Clerk.
12. **FAITH BUILDINGS**
To receive an update from the Town Clerk.
13. **CORRESPONDENCE**
Town Clerk to report on any correspondence needing to be brought to the Council's attention. (Schedule Herewith)
14. **LAND TRANSFERS**
To receive a report from the Town Clerk.
15. **TRAFFIC MATTERS & ROAD SAFETY**
To receive an update on traffic matters.
16. **COMMITTEE REPORTS**
To receive minutes of meetings of the following Committees and consider any recommendations contained therein:
16.1 PLANNING held on 5th September 2023 PLN/M362 and 17th September 2023 PLN/M363.
16.2 Leisure & Amenities held on 17th September 2023 LA/M95
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.
18. **CONFIDENTIAL MATTERS**
To receive a report from the Town Clerk.
19. **WEB SITE**
To receive a report from the Town Clerk.
20. **MAINTENANCE EQUIPMENT**
To receive a report from the Town Clerk.
21. **SERVICE LEVEL AGREEMENT**
To receive the updated Service Level Agreement for Cambourne Youth Partnership.
22. **INCLUSIVE DEVELOPMENT**
To receive the updated Contract.
23. **STAFFING**
To receive a report.
24. **CHAIRS GROUP**
To receive a report from the Chairs Group.
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** – 7th November 2023.

John Vickery, Clerk to Cambourne Town Council. Town Office, The Hub, Cambourne Community Centre, High Street, Cambourne, Cambridge. CB23 6GW. Tel 01954 714403 E-Mail clerk@cambourneparishcouncil.gov.uk