

To all Members of Northstowe Town Council: You are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below:

**NORTHSTOWE TOWN COUNCIL - FULL COUNCIL (EXTRAORDINARY MEETING)**

**Tuesday 2<sup>nd</sup> September 2025 at 7pm**

**The meeting will be held at**

**The Cabin, Northstowe (1, The Green; Pathfinder Way; Northstowe CB24 1FD. Assembly Room 2).**

Yours sincerely,



**Jack Turner** BA. Hons. Cert.CilCA.

**Locum Town Clerk and RFO.**

[Jack.turner@northstowetowncouncil.gov.uk](mailto:Jack.turner@northstowetowncouncil.gov.uk)

**We welcome members of the public or press to any of our Council meetings. If you wish to make use of the 'Public Participation' item, please request a speaking slot with the Clerk before the meeting [you may speak for up to 3 minutes in total, in relation to any item(s) on this agenda].**

**AGENDA**

***MEMBERS: 14 (Seats: 15) QUORUM: 5 Members***

**131/25-26/FC APOLOGIES FOR ABSENCE (Standing Item)**

To record apologies for absence received prior to the meeting.

**132/25-26/FC DECLARATIONS OF INTEREST (Standing Item)**

- a)** Councillors to declare any pecuniary or personal interest in any items on the agenda.
- b)** Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chair if they wish to speak on the matter during public participation.

**133/25-26/FC PUBLIC PARTICIPATION (Standing Item)**

To allow members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to business to be transacted at this meeting (maximum 3 minutes per person; up to 15 minutes in total).

**134/25-26/FC MINUTES OF PREVIOUS FULL COUNCIL MEETINGS (Standing item)**

- a) To receive draft minutes of the 22<sup>nd</sup> of June 2025 Full Council meeting and to resolve to accept these as a true and accurate record (attached).
- b) To receive the draft minutes of the 14<sup>th</sup> of August 2025 Extraordinary Full Council meeting and to resolve to accept these as a true and accurate record (attached).

**135/25-26/FC TO NOTE THE APPOINTMENT OF A LOCUM CLERK AND RESPONSIBLE FINANCIAL OFFICER.**

To note the appointment of Mr. J Turner through the LCC on a 10-15 hour per week basis for a minimum period of three months.

**136/25-26/FC DATES OF NEXT MEETINGS (Standing item)**

- a) Full Council Meeting: Tue 23rd September 2025, 7-9 pm; The Cabin, Northstowe.  
[Final versions of motions & papers to be received by 13/09 at the latest].

For all Council meetings and annual meeting schedule, see [www.northstowetowncouncil.gov.uk](http://www.northstowetowncouncil.gov.uk)

**137/25-26/FC TO RESOLVE THAT IN ACCORDANCE WITH THE PROVISION OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972, SECTION 5 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETING AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS, THE PUBLIC AND PRESS BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING AGENDA ITEM.**

**138/25-26/FC TO CONSIDER THE APPOINTMENT OF AN ASSETS AND ESTATES MANAGER.**

To consider the appointment of Mr. H Walters as the Assets and Estates Manager.