

South Cambridgeshire District Council

NORTHSTOWE TOWN COUNCIL

You are hereby summoned to attend the virtual inaugural meeting of the Interim Council for Northstowe Town Council to be held on Wednesday 28th April 2021, at 4pm.



Liz Watts
Chief Executive
South Cambridgeshire District Council

Date 22nd April 2021

Join Zoom Meeting

<https://scambs-gov-uk.zoom.us/j/85357146624?pwd=M1BUZWpSRm1Wb21HRmM3T2cwRUxDZz09>

Meeting ID: 853 5714 6624 Passcode: North5towe

Public access to meeting: If you wish to speak during Public Participation relating to items on the agenda, please inform the Interim Town Clerk by 5pm on the day prior to the meeting.
interimclerknorthstowe@capalc.org.uk

Welcome and opening of the meeting by Cllr Anna Bradnam Vice Chairman - South Cambridgeshire District Council

Agenda

1. ELECTION OF CHAIRMAN
 - a) To receive nominations for Chairman.
 - b) Elected Chairman to sign Declaration of Acceptance of Office.
2. APOLOGIES FOR ABSENCE
 - a) To note any apologies.
3. DECLARATIONS OF INTEREST
 - a) To receive any declarations of interest relating to any items on the agenda.
4. PUBLIC PARTICIPATION
 - a) To adjourn the meeting to allow members of the public to speak.
 - b) To reconvene the meeting.

5. MATTERS FOR INFORMATION ONLY

- a) Update on removal of table tennis tables at Pioneer Park.

6. CONFIRMATION OF APPOINTMENT OF INTERIM TOWN CLERK AND RFO.

- a) To approve the appointment of the Interim Town Clerk and RFO.

7. ADOPTION OF POLICY DOCUMENTS

- a) To adopt the draft Standing Orders.
- b) To adopt the draft Financial Regulations
- c) To adopt the Code of Conduct
- d) To adopt the draft Officer/Member Protocol
- e) To adopt the draft Public Participation at Council Meetings Policy

8. FINANCIAL ARRANGEMENTS

- a) To approve the setting up of the Bank Account and its signatories.

9. INSURANCE

- a) To approve Hiscox insurance from 7th May 2021, for one year.

10. CAMBRIDGESHIRE AND PETERBOROUGH ASSOCIATION OF LOCAL COUNCILS. (CAPALC).

- a) To note the arrangements for the 2021/22 subscription to the Cambridgeshire and Peterborough Association of Local Councils, including the Data Protection Officer.

11. DATE OF NEXT MEETING.

- a) 20th May 2021. 7.30pm Annual Meeting of Northstowe Town Council.

It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at agenda items 12 and 13 it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.

12. ARRANGEMENTS FOR PENSION PROVIDER

- a) To approve the pension provider in readiness for the appointment of the Town Clerk.

13. RECRUITMENT OF TOWN CLERK

- a) To approve the recruitment pack for the Town Clerk appointment.

Close of meeting.

Further Information

If you have any questions regarding the agenda, please contact Rosie Hughes, Interim Clerk to Northstowe Town Council. interimclerknorthstowe@capalc.org.uk

Requests to address the virtual meeting.

This will be a virtual meeting in accordance with the regulations contained in the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020, which came into force on 4 April 2020. This applied to all meetings held before 7 May 2021.

If you wish to speak at this virtual meeting, you may only do so in relation to an item on the agenda, and you must register your request by 5pm on the day before the virtual meeting. You will be given 3 minutes to speak.

To register to speak please contact the Interim Town Clerk, interimclerknorthstowe@capalc.org.uk

Please note the council will be using zoom platform for this meeting.

Members of the Interim Town Council, appointed by South Cambridgeshire District Council.

Peter Hudson (Cambridgeshire County Councillor)
Sarah Cheung Johnson (South Cambridgeshire District Councillor)
Alex Malyon (South Cambridgeshire District Councillor)