

## NORTHSTOWE TOWN COUNCIL

You are hereby summoned to attend the Northstowe Town Council **Full Council Meeting** to be held on **Wednesday 22<sup>nd</sup> September 2021, at 7pm**, in The Wing, Pathfinder School, Northstowe.

Signed: *Mark Nokkert* 16<sup>th</sup> September 2021

Mark Nokkert, Town Clerk & RFO  
townclerk@northstowetowncouncil.gov.uk 07724588949

Public and Press are welcome to attend the meeting. Members of the public wishing to speak in public participation, please email the Town Clerk to register your request before 5pm on the day of the meeting. Please note you may only speak in relation to an item on the agenda; you will be given a maximum of 3 minutes to speak, under the standing item 'Public Participation'.

Due to ongoing Coronavirus restrictions, and the capacity of the venue, it may mean that public attendance at the meeting is limited. Any restrictions (at the time of the meeting) will be in place. If you have any symptoms of Covid-19, please do not attend the meeting. It is recommended that facemasks must be worn by all members of the public.

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### AGENDA

#### **83/21-22 Apologies for Absence**

#### **84/21-22 Declarations of Interest**

- 1) To receive any declarations of interest relating to any items on the agenda.

#### **85/21-22 Public Participation**

- 1) To adjourn the meeting to allow members of the public to speak.
- 2) To reconvene the meeting.

#### **86/21-22 Minutes of the meeting of 25<sup>th</sup> August 2021**

- 1) To approve the minutes of the meeting of 25<sup>th</sup> August 2021 as a true record of that meeting (attached).

#### **87/21-22 Healthy New Town – presentation by Clare Gibbons, South Cambs DC**

- 1) To receive a presentation from Clare Gibbons, South Cambridgeshire District Council, Programme Lead Northstowe Healthy New Town/ Development Officer: *“Northstowe, an NHS England healthy new town demonstrator site”*.

#### **88/21-22 Matters for information only – verbal reports from the Clerk;**

- 1) South Cambridgeshire District Council – free tree offer to parishes - [www.scambs.gov.uk/free-trees-offer-to-parishes-doubled](http://www.scambs.gov.uk/free-trees-offer-to-parishes-doubled).
- 2) Queen’s Green Canopy, [The Queen’s Green Canopy \(queensgreencanopy.org\)](http://TheQueen’sGreenCanopy(queensgreencanopy.org)) and Cambridgeshire County Council’s plans.
- 3) Mail going missing in Northstowe.

#### **89/21-22 To receive reports from County & District Council**

- 1) Cllr Firouz Thompson – Cambridgeshire County Councillor (attached).
- 2) Cllr Sarah Cheung Johnson & Cllr Malyon – South Cambs District Councillors (attached).

**90/21-22 To receive report from Jon London, South Cambs DC Community Development Officer**

- 1) To receive report (attached).

**91/21-22 To receive report from Mark Nokkert, Town Clerk to Northstowe Town Council**

To receive report (attached).

**92/21-22 Finance**

- 1) To approve Bank statements and bank balances

31<sup>st</sup> August 2021 (report attached).

- 2) Payments for approval

(a) Payments from August 2021 (Retrospective approval)

i) Salary payment Town Clerk – August 2021 £2,002.96

(b) September 2021 – Payments to be approved

ii) CAPALC – Interim Clerk services (July 2021) £1,326.00

iii) CAPALC – Interim Clerk services (Aug 2021) £1,341.00

iv) Sutton Parish Council – Printing £10.10

v) Salary payment – Town Clerk – September 2021 £2,510.90

- 3) To receive Summary of Receipts and Payments report (attached).

- 4) To approve additional expenses

i) To approve a £500 one-off set-up fee to register Northstowe Town Council with the chosen Pension Provider (report attached).

ii) To approve expenditure for Northstowe Town Council purchasing a Christmas tree on behalf of the community, for a Town Square display, for up to £2,500 (ex VAT) (or less in case part-sponsorship and/or grant funding can be obtained) and identify the available amount for moving across budget headings (attached draft minutes Events and Markets Committee held 14<sup>th</sup> September 2021).

**93/21-22 Finance and Governance Committee – Appeal for additional Members**

- 1) To recommend more members joining the Finance and Governance Committee (5 out of 8 seats currently filled).

**94/21-22 Review of Terms of Reference for Finance and Governance Committee**

- 1) To consider need for changing the quorum from 4 to 3.

**95/21-22 Delegated Powers under Covid restrictions**

- 1) To approve full delegated powers to the Clerk in the event that the Council could not meet due to Covid restrictions. NB: Delegated powers to last until the next meeting of the Council.

**96/21-22 Kingfisher Pond**

- 1) To consider setting up a working party, specifically for Kingfisher Ponds, to feed into the Greater Cambridge Planning Services' Action Plan being developed in response to the HR Wallingford Report (see minutes item 78/21-22).

**97/21-22 To receive and note minutes of the following Committee meetings**

- a) Planning Committee – 14<sup>th</sup> September 2021 (attached).
- b) Finance Committee – 15<sup>th</sup> September 2021 (attached).
- c) Events and Markets Committee – 15<sup>th</sup> September 2021 (attached).

### **98/21-22 To receive and consider reports/verbal updates from outside meetings**

- i) Northstowe Support Partnership meeting of 17 August 2021 (Anita Howard, Cambridgeshire County Council; Attended by Cllr Oluwasanya).
- ii) Report from Northstowe Phase 1 Open Space Management and Maintenance meeting of 2<sup>nd</sup> September 2021 (Clare Gibbons, South Cambridgeshire District Council; Attended by Cllr Owen, Cllr Littlemore and Clerk). (Redacted report attached).
- iii) Northstowe and Longstanton Heritage Facility Stakeholder Group, 6<sup>th</sup> September 2021 (Quinton Carroll, Cambridgeshire County Council; Attended by the Clerk)
- iv) Northstowe Youth Partnership, 09<sup>th</sup> September 2021 (Amanda Silvester, Cambridgeshire County Council; Attended by Cllr Benedicic)

### **99/21-22 Items for the next & future agendas**

- a) New Towns and Garden Cities (Mr Ian Hunter – October - TBC)
- b) SCDC Enterprise Zone and Local Centre
- c) Neighbourhood Policing Team Histon
- d) Park–Play. CEO Rick Jenner Re: Events for sports
- e) Northstowe Neighbourhood Watch
- f) Photocopier for Northstowe Town Council
- g) Provision of Town Council Noticeboard(s)

### **100/21-22 Diary Dates**

#### **With Northstowe Town Council official representation**

- 30<sup>th</sup> September 2021 - Northstowe Phase 1 Open Space Management and Maintenance meeting.  
04<sup>th</sup> October 2021 - Northstowe Heritage Stakeholder Steering Group  
19<sup>th</sup> October 2021 - Northstowe Support Partnership

#### **Other key meetings**

- 13<sup>th</sup> October 2021 - Northstowe Community Forum

### **101/21-22 Date of Next Meeting**

Full Council: Wed 27<sup>th</sup> October 7-9PM; The Wing, Pathfinder School.

*For all scheduled Full Council and Committee meetings, see [www.northstowetowncouncil.gov.uk](http://www.northstowetowncouncil.gov.uk)*