

## NORTHSTOWE TOWN COUNCIL

You are hereby summoned to attend the Northstowe Town Council **Full Council Meeting** to be held on **Wednesday 19<sup>th</sup> January 2022, 7-9 PM**, in the Main Hall, **Northstowe Secondary College**, Northstowe.

Signed: *Mark Nokkert* 14<sup>th</sup> December 2021

Mark Nokkert, Town Clerk & Responsible Financial Officer to Northstowe Town Council  
townclerk@northstowetowncouncil.gov.uk 07724588949

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

Due to ongoing Coronavirus restrictions, the Town Council may limit public attendance at the meeting. Any restrictions at the time of the meeting will be made clear on arrival. If you have any symptoms of Covid-19, please do not attend the meeting. It is strongly recommended that all Councillors and members of the public take a Lateral Flow Test beforehand, and all are to wear facemasks when not speaking.

### AGENDA

#### **166/21-22 APOLOGIES FOR ABSENCE**

- 1) To receive any apologies for absence received prior to the meeting.

#### **167/21-22 DECLARATIONS OF INTEREST**

- 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 Chairman if they wish to speak on the matter during public participation.

#### **168/21-22 PUBLIC PARTICIPATION**

- a) To adjourn the meeting for up to 15 minutes to allow any members of the public, and Councillors declaring a prejudicial interest, to address the meeting in relation to the business to be transacted at that meeting.
- b) To reconvene the meeting.

#### **169/21-22 MINUTES OF THE MEETING OF 15<sup>th</sup> DECEMBER 2021**

- 1) To approve the minutes of the meeting of 15<sup>TH</sup> December 2021 as a true record of that meeting.

#### **170/21-22 RESOLUTIONS/ITEMS FROM PREVIOUS MEETINGS**

For information - To receive updates from the Clerk on the following items;

- a) 154/21-22 BUDGET FINANCIAL YEAR 2022-2023

#### **171/21-22 REPORTS FROM COUNTY AND DISTRICT COUNCIL COUNCILLORS**

- 1) To receive a combined report from Cllr Firouz Thompson – Cambridgeshire CC; and Cllr Sarah Cheung Johnson & Cllr Alex Malyon – South Cambs DC Councillors.

#### **172/21-22 REPORT FROM SOUTH CAMBS DC'S OFFICERS**

- 1) To welcome the two new South Cambridgeshire District Council's Community Development Officers.
- 2) To receive a combined report from Mihaela Stan, SCDC Phase 1 Community Development Officer, and Kathryn Beck, SCDC Phase 2 Community Development Officer.

#### **173/21-22 REPORT FROM TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER**

- 1) To receive a report from Mark Nokkert, Town Clerk & RFO to Northstowe Town Council (reporting period: December 2021)

#### **174/21-22 COMMITTEE MEETINGS**

- 1) To decide on pausing the Assets and Asset Transfer Committee meetings until such time the Full Council wishes to resume this Committee when asset transfers become realistic opportunities.

#### **175/21-22 WORKING GROUPS**

- 1) To receive any updates from the Hydrology Working Group and the Kingfisher Pond Ecology Working Group.

#### **176/21-22 INTERNAL AUDIT** *[item deferred from FC 15th Dec 2021 meeting]*

- 1) To receive a letter and report on the first half-yearly Internal Audit, conducted by CAPALC in Oct-Nov 2021.
- 2) To discuss the findings of the report.

#### **177/21-22 UPDATE TO STANDING ORDERS** *[item deferred from FC 15th Dec 2021 meeting]*

- 1) To receive verbal information from the Clerk regarding issues experienced which are associated with the wording of Northstowe TC's Standing Order 9(b), [Documents - Northstowe Town Council](#).
- 2) To approve a change of the wording of Standing Order 9(b) from 'No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least (14) clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.' To: 'No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least (7) clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.'

#### **178/21-22 UPDATES TO TERMS OF REFERENCE AND SCHEME OF DELEGATION**

- 1) To receive a report with a proposal to update the Council's Terms of Reference and Scheme of Delegation, following a resolution passed at the Events and Markets Committee meeting held on 4<sup>th</sup> January 2021.
- 2) To discuss the changes proposed.
- 3) To approve the changes proposed and have the Council's Terms of Reference and Scheme of Delegation adapted by the Clerk accordingly.

#### **179/21-22 NORTHSTOWE HALF MARATHON AND FULLSCOPE APRIL 2022**

- 1) To decide whether to have the Town Council listed as official 'partner' on the website for the new Northstowe Half Marathon and Fullscope 5K events planned for Sunday 24<sup>th</sup> April 2022, [Home - Northstowe Half Marathon](#), organised by Northstowe Running Festival Events Ltd. A partner as described by the company is as such: 'No one description would fit every partner we promote on our website and with our events. In general, partners are organisations supporting our events in a non-financial way. For the Town Council becoming an official partner of Northstowe Half Marathon & Fullscope 5K would mean the same what with the Northstowe Running Festival.'

#### **180/21-22 SPEEDWATCH AND TRAFFIC REGULATION ORDER**

- 1) To receive a report with a verbal summary from Cllr. Susarla, setting out options for setting up a Traffic Regulation Order (TRO), to implement speed restrictions and traffic regulations in Northstowe.
- 2) To discuss the proposals.
- 3) For Councillors to come forward to assist Cllr Susarla in taking these plans forward, to discuss the TRO options identified with all relevant bodies.

### **181/21-22 DELEGATED POWERS UNDER COVID RESTRICTIONS**

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

### **182/21-22 MATTERS FOR INFORMATION**

- 1) *[Item deferred from FC meeting 24<sup>th</sup> November 2021]* To receive a report from Cllr Bros Sabria – training attended: Launch of new TCPA and RTPi guidance on planning for climate change.
- 2) *[item deferred from FC meeting 15<sup>th</sup> December 2021]* Verbal update from Cllr Littlemore/the Clerk on meeting with Stagecoach, 6<sup>th</sup> December 2021, organised by SCDC Cllr Sarah Cheung-Johnson and with representatives from Longstanton PC, Oakington and Westwick PC and Northstowe TC – attended by Cllr Littlemore and the Clerk.
- 3) *[Item deferred from FC meeting 15<sup>th</sup> December 2021]* Town Council elections on 5th May 2022 – a verbal update from the Clerk on further procedures.
- 4) Gullies maintenance report – email Cllr Thompson (CCC), Dec 2021 and report.

### **183/21-22 MEETINGS FROM OUTSIDE BODIES**

- 1) To receive minutes/notes from meetings of the following outside bodies:
  - a) *[Item deferred from FC 15th Dec 2021 meeting]* 16<sup>th</sup> November 2021: Northstowe Community Networkers - attended by Cllr Owen.
  - b) *[Item deferred from FC 15th Dec 2021 meeting]* 26<sup>th</sup> November 2021: Northstowe & Longstanton Heritage Stakeholder Group – attended by the Clerk.
  - c) 2<sup>nd</sup> December 2021: Phase 1 Open Spaces Management and Maintenance Steering Group. Attended by Cllr Littlemore and Cllr Owen.
- 2) To receive verbal updates on meetings of the following outside bodies (with minutes otherwise being confidential):
  - a) *[Item deferred from FC 15th Dec 2021 meeting]* 25<sup>th</sup> November 2021: Northstowe Faith Strategy Group – attended by Cllr Susarla and the Clerk.

### **184/21-22 DATES MEETINGS OUTSIDE BODIES WITH TOWN COUNCIL REPRESENTATION**

- a) 25<sup>th</sup> January 2022: Northstowe & Longstanton Heritage Stakeholder Group.
- b) 25<sup>th</sup> January 2022: Northstowe Support Partnership.
- c) 27<sup>th</sup> January 2022: Phase 1 Open Spaces Management and Maintenance Steering Group.
- d) 9<sup>th</sup> February 2022, Northstowe Community Networkers.

### **185/21-22 DATE OF NEXT MEETING**

Full Council: Wed 23<sup>rd</sup> February 2022 at 7PM, at the Northstowe Secondary College.  
For all Council meetings, see [www.northstowetowncouncil.gov.uk](http://www.northstowetowncouncil.gov.uk)