

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

Tuesday 30th JANUARY 2024, 7 - 9 PM

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

Signed: *Mark Nokkert* *25th January 2024*

Mark Nokkert, Clerk & Responsible Financial Officer to Northstowe Town Council
townclerk@northstowetowncouncil.gov.uk 077245 88949

We always welcome members of the public or press to any of our Council meetings.

If you wish to speak at our standard 'Public Participation' item [you may speak for up to 3 mins. in relation to any item(s) on this agenda], please request a speaking slot with the Clerk before the meeting starts.

MEMBERS: 15 QUORUM: 5 Members

AGENDA

205/23-24 APOLOGIES FOR ABSENCE (Standing Item)

To record any apologies for absence received prior to the meeting.

206/23-24 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.

207/23-24 PUBLIC PARTICIPATION (Standing Item)

- a) To adjourn the meeting for up to 15 mins. 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.
- b) To reconvene the meeting.

208/23-24 MINUTES OF PREVIOUS FULL COUNCIL MEETINGS (Standing item)

To approve the minutes of the Full Council meeting of 19th December 2023 as a true record of the meeting ([attached](#)).

209/23-24 REPORTS FROM COUNTY AND DISTRICT COUNCIL WARD MEMBERS (Standing Item)

- 1) To receive a report from Cambridgeshire C.C. Division Member Cllr F. Thompson ([attached](#)).
- 2) To receive a report from South Cambs D.C. Ward Member Cllr. N. Warren-Green ([attached](#)).
- 3) To receive a report from South Cambs D.C. Ward Member Cllr. T. Bygott (no report received).

210/23-24 REPORT FROM SCDC'S COMMUNITY DEVELOPMENT OFFICERS (Standing Item)

To receive a report from South Cambs D.C.'s Community Development Officers ([attached](#)).

211/23-24 NORTHSTOWE DELIVERY GROUP (Standing Item)

To receive minutes of the Northstowe Delivery Group meeting held 16th November 2023 ([attached](#)).

212/23-24 NTC STAFF REPORT (Standing Item)

To receive a report from the Town Clerk on staff activities (for period: Dec. '23) ([attached](#)).

213/23-24 KICKSTART FUND PANEL (Standing Item)

No meeting held recently.

214/23-24 YOUTH WORK IN NORTHSTOWE

- 1) To receive a presentation from representatives of Northstowe Youth Hive; Cambridgeshire County Council and Romsey Mill staff dedicated to youth work in Northstowe ('Youth Work in Northstowe: needs-led; asset-based; working in partnership' (paper shared with Cllrs.).
- 2) To discuss the presentation and items raised.

215/23-24 NORTHSTOWE COMMUNITY LOUNGE

Further to item 197/23-24, Full Council meeting 19th December 2023:

- 1) To receive an updated draft Terms of Reference for the Community Lounge Working Group (attached).
- 2) To approve and adopt the Terms of Reference for the Community Lounge Working Group.
- 3) Councillors to come forward to join the Community Lounge Working Group or help volunteer at the Community Lounge.

216/23-24 MARKET EVENT MANAGEMENT – EXTENSION

Further to – and in line with the resolution as per item 153/23-24(6), Full Council meeting 31st October 2023 (and financial details in appendix to that item).

- 1) To decide to extend the period for making use of an external event management organisation for the weekly Sunday markets until such time as a Market Manager has been employed, plus for an additional two weeks thereafter (motion paper attached).

217/23-24 CIVIC YEAR MEETING SCHEDULE - UPDATE

Further to item 76/23-24, Full Council 27th June 2023:

- 1) To receive a Motion Paper, setting out a proposal for minor changes to be made to the approved Civic Year Meeting schedule (Motion paper & proposed meeting schedule attached).
- 2) To approve the changes proposed to the Civic Year meeting schedule for the remainder of the Year.

218/23-24 ITEMS FOR INFORMATION

- a) Email with letter received (18/01) from Cllr Smith, SCDC, re: Best Value Data [email shared with Cllrs].
- b) *Information received via CCC Member Thompson:* TTRO 24-209, re: Bar Hill bridge repairs [email received 19/01 shared with Cllrs.]
- c) *Information received via CCC Member Thompson:* Meeting 9th. Feb 12-1pm, Introduction of Starship Robots to Longstanton and Northstowe [emails (Dec. '23) previously shared with Cllrs].
- d) Update on interviews held by external company on behalf of Homes England re new community engagement strategy [emails previously (Nov.-Dec. '23) shared with Cllrs.]

219/23-24 COMMITTEE MEETINGS (Standing Item)

To receive minutes from the following committee meetings held:

- a) Personnel Committee, 5th December 2023 (draft minutes attached).
- b) Planning Committee, 12th December 2023 (draft minutes attached).
- c) Finance and Governance Committee, 12th December 2023 (finalised minutes attached).
- d) Events and Markets Committee, 9th January 2024 (minutes to follow)
- e) Planning Committee, 16th January 2024 (draft minutes attached; NB: meeting was not quorate).
- f) Finance and Governance Committee, 16th January 2024 (draft minutes attached).

220/23-24 WORKING GROUPS (Standing Item)

To receive an update from Working Groups reporting to Full Council (where not covered under other items), from;

- a) Community Lounge Working Group (leads: Cllr Delip and Cllr Males, taking in turns).
- b) Phase 1 Asset Transfer Opportunities Working Group (Sports Pavilion) (lead: Cllr Benedicic).
- c) Road Safety Working Group (leads: Cllr Sovago and Cllr Susarla together).

221/23-24 UPDATES FROM OUTSIDE BODIES WITH NTC REPRESENTATION (Standing Item)

To receive minutes, or updates, from meetings of outside bodies with Northstowe TC representation;

- a) 16th Nov. '23: Northstowe Open Space and Landscape Steering Group; attended by Cllr Mgaidia (minutes attached).
- b) 11th Dec. '23: Community Centre Management Board; attended by the Clerk (minutes shared with Cllrs.).
- c) 13th Dec. '23: Northstowe Community Networkers; no NTC representation (minutes attached).
- d) 14th Dec. '23: Northstowe Open Space and Landscape Steering Group - no NTC representation (minutes attached).
- e) 14th Dec. '23: Northstowe Support Partnership - attended by Cllr Males (minutes to follow).
- a) 21st Dec. '23: Northstowe Delivery Group – *This meeting was cancelled.*
- b) 10th Jan. '24: Sports Pavilion Board Meeting – no NTC representation (minutes to follow).
- c) 10th Jan. '24: Community Centre Management Board – no NTC representation (minutes to follow).
- d) 10th Jan. '24: Northstowe Community Networkers; attended by the Deputy Clerk (minutes attached).
- e) 11th Jan. '24: Northstowe Open Space and Landscape Steering Group - no NTC representation (minutes to follow).
- f) 17th Jan. '24: Northstowe Faith Strategy Group - no NTC representation (minutes to follow).
- g) 18th Jan. '24: Northstowe Delivery Group - attended by Cllr. Littlemore and the Clerk (minutes to follow).

222/23-24 UPCOMING MEETINGS OUTSIDE BODIES WITH NTC REPRESENTATION (Standing Item)

To note;

- a) Wed 7th Feb. '24, 10:15 – 12:15 (in person & virtual): Homes England Quarterly Town & Parish Councils.
- b) Wed 7th Feb. '24, 13:00 – 14:30 (in person): Community Centre Board.
- c) Thu 8th Feb. '24, 10:00 – 12:00 (virtual): Northstowe Open Space and Landscape Steering Group.
- d) Mon 12th Feb. '24, 13:00 – 14:30 (in person): Northstowe Support Partnership.
- e) Thu 15th Feb. '24: 11:30 – 12:30 (virtual): Northstowe Delivery Group.

223/23-24 EVENTS WITH NTC INVOLVEMENT (Standing Item)

To note;

- Town Mayor Cllr. Littlemore part of opening ceremony Phase 1 Sports Pavilion ([SCDC press release. 22/01/2024](#)).

224/23-24 DATES OF NEXT COUNCIL MEETINGS (Standing Item)

To note;

- Full Council meeting: Tue 27th February 2024 (7-9 pm); venue: The Cabin, Northstowe.
[Final versions of motions & papers to be received by 17/02 at the latest]
- For all Council meetings and annual meeting schedule, see www.northstowetowncouncil.gov.uk