

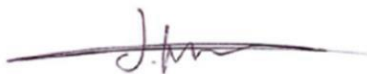
To all Members of the Finance, Governance and Planning Committee, you are hereby *summoned* to attend for the purpose of considering and resolving business to be transacted at the meeting as set out below:

NORTHSTOWE TOWN COUNCIL - FINANCE, GOVERNANCE AND PLANNING COMMITTEE

Tuesday 21st October 2025, 7 – 9 pm

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

Date of Service: Thursday 16th October 2025

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].

MEMBERS: 8: Cllr Owen (Chair); Cllr Littlemore (Vice-Chair); Cllr Birr-Pixton; Cllr Castelino;
Cllr Hughes; Cllr Hunter; Cllr Kinnera; Cllr Oluwasanya.

QUORUM: 4 Members.

A G E N D A

37/25-26/FGP TO RECEIVE A PRESENTATION FROM TRITAX BIG BOX DEVELOPMENTS ON THE PROPOSALS FOR TRITAX PARK.

38/25-26/FGP APOLOGIES (Standing Item)

- 1) To record apologies for absence received prior to the meeting.
- 2) To note the resignation of Cllr Jason Benedicic from this committee.

39/25-26/FGP DECLARATIONS OF INTEREST (Standing item)

- 1) To declare any pecuniary or personal interest in any items on the agenda.
- 2) To declare any prejudicial interest in any items on the agenda and to inform the Chair if Councillors wish to speak on the matter during public participation.

40/25-26/FGP 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 (for up to 15 minutes in total; maximum 3 minutes per person).

41/25-26/FGP MINUTES OF PREVIOUS COMMITTEE MEETINGS (Standing Item)

- 1) To receive draft minutes of the 16th September 2025 Finance & Governance Committee meeting and to resolve to accept these as a correct record.

42/25-26/FGP FINANCE (Standing Item)

1) BANK STATEMENTS & BALANCES

- i) To receive Bank Statements to 30th September 2025.
- ii) To approve, and for the Chair to sign, the Bank Reconciliation to 30th September 2025.

2) RECEIPTS AND PAYMENTS REPORTS

- i) To receive the Receipts and Payments Report, dated to 30th September 2025.
- ii) To note the detailed budget summary as of 30th September 2025.
- iii) To note the balance of the Town Council's reserves as of 30th September 2025.
- iv) To note the Quarterly Flexed Budget Report for Quarter 2 of the current financial year.
- v) To note the report on the Town Council's Current Financial Position.
- vi) To consider the report for outstanding invoices for the current financial year.
- vii) To consider the motion to write off debts owed to Northstowe Town Council.

3) EXPENDITURE

- i) To approve retrospective and new payments; see expenditure ledger report for payments overview.

43/25-26/FGP PLANNING APPLICATIONS AND CONSULTATIONS (Standing item)

To consider submitting consultation responses to the following planning applications:

Application details can be accessed via the [South Cambs. Planning Portal](#).

- 1) [25/03594/HFUL - Erection of single storey garden room. - 15 Cascade Close Northstowe Cambridgeshire.](#)
- 2) To receive any applications received after the agenda has been issued.
- 3) To note the planning summary from Greater Cambridge Planning.
- 4) To consider responding to the Northstowe 2025 Big Commuter Survey.
- 5) To consider responding to the consultation on SCDC's Corporate Action Plan 2026/27.
- 6) To consider responding to Cambridge City Council's Proposal on Priorities and Budget 2026-27.
- 7) To consider responding to South Cambridgeshire District Council's consultation on Proposed Amendments to Street Trading Policy Autumn 2025.
- 8) To review the motion from Cllr Birr-Pixton relating to the Bellway Road Naming Response needed from the Town Council.

44/25-26/FGP APPLICATIONS WHERE NORTHSTOWE TC PROVIDED COMMENTS AND A PLANNING DECISION HAS BEEN MADE SINCE (Standing item)

- 1) To receive any applications received after the agenda has been issued.

45/25-26/FGP TO NOTE THE REPORT ON THE NEW ASSERTION 10 AND ANY ACTIONS NEEDED FROM THE TOWN COUNCIL.

- 1) To consider the quotation from Vision ICT regarding a 'MOT' for the Town Council's website.

46/25-26/FGP BUDGET SETTING FOR THE 2026/2027 FINANCIAL YEAR

- 1) To receive any recommendations from Councillors in relation to the budget setting process.
- 2) To note the financial forecast as at 30th September 2025 including projections to the end of the financial year.
- 3) To review the draft budget plan for the 2026-2027 financial year for each cost centre as below:
 - a) Administration.
 - b) Civic and Democratic.
 - c) Communications and PR.
 - d) Community Projects.
 - e) Contingency.
 - f) Earmarked Reserves – To be removed.
 - g) Facilities Services.
 - h) Finance.
 - i) Grants.
 - j) Highways.
 - k) Income.
 - l) Legal.
 - m) Office Services.
 - n) Unity Centre.

47/25-26/FGP OTHER FINNCIAL MATTERS PERTAINING TO THE CURRENT FINANCIAL YEAR

- 1) To consider applying for the S2 Partnership Community Fund.
- 2) To consider the change of signatories for the Cambridge Building Society Account.
- 3) To consider the quotation for the Cloudy IT's GOVSUITE and the benefits for the Town Council.
- 4) To consider the quotation from Cloudy IT for the implementation of signatures for all Town Council email accounts.
- 5) To consider the quotation report for the design and implementation of a new website.
- 6) To note the continuation of funding for the Community Lounge.

48/25-26/FGP UPDATES/ITEMS FOR INFORMATION

- 1) To note the TMC Incident Report for September 2025.

49/25-26/FGP DATES OF UPCOMING MEETINGS (Standing item)

- a) Full Council: Tuesday 28th October 2025, 7-9 pm; The Cabin, Northstowe CB24 1FD.

[Final versions of motions & papers to be received by 21/10 at the latest].

b) Finance, Governance and Planning Committee: Tue 18th November. 2025, 7-9 pm; The Cabin, Northstowe CB24 1FD.

[Final versions of motions & papers to be received by 11/11 at the latest].

For all NTC meetings, see www.northstowetowncouncil.gov.uk