

## NORTHSTOWE TOWN COUNCIL - FULL COUNCIL

### MINUTES of the meeting held on Tuesday 24<sup>th</sup> JUNE 2025 at The Cabin, Northstowe

Members: 14 (Seats: 15)  
Quorum: 5 Members  
Present: 10 Members: Cllr Benedicic (Mayor); Cllr Delip; Cllr Birr-Pixton; Cllr Hodgson; Cllr Hughes; Cllr Hunter; Cllr Kinnera; Cllr Littlemore; Cllr Owen; Cllr Bros Sabría (Deputy Mayor; from 7:03 PM).  
Town Clerk.  
3 Members of the public.  
Apologies: Cllr Castelino; Cllr Cattaneo; Cllr Oluwasanya; Cllr Susarla.  
Absent: N/A

The meeting was opened at 7:01 PM; Cllr Benedicic took the Chair.

The Chair started the meeting by noting that a formal notice had been received from the clerk, setting out his intention to move onto to a new work opportunity. The Chair thanked him for his work for the Council.

Cllr Bros Sabría joined the meeting at 7:03 PM.

#### 57/25-26/FC APOLOGIES FOR ABSENCE (Standing Item)

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

Apologies had been received and accepted from: Cllr Castelino; Cllr Cattaneo; Cllr Oluwasanya; Cllr Susarla. It was noted that apologies had also been received from A. Ainsworth (SCDC).

#### 58/25-26/FC 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.*

No interests were declared.

#### 59/25-26/FC 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 (maximum 3 minutes per person; up to 15 minutes in total).*

No member of the public wished to speak.

#### 60/25-26/FC MINUTES OF PREVIOUS FULL COUNCIL MEETINGS (Standing item)

- 1) *To receive minutes of the 22<sup>nd</sup> April 2025 Full Council meeting and to resolve to accept these as a correct record (draft minutes attached).*

NB: Minutes of the 27<sup>th</sup> May Annual Meeting of the Town Council are to follow.

It was proposed by Cllr Littlemore, seconded by Cllr Littlemore and **RESOLVED**, with 8 voting for and 2 abstentions, **to accept the minutes of the 22<sup>nd</sup> April 2025 Full Council meeting as a correct record.**

#### 61/25-26/FC REPORTS FROM COUNTY AND DISTRICT COUNCIL DIVISION/WARD MEMBERS (Standing Item)

- 1) *To receive a report from Cambridgeshire C.C. Division Member Cllr L. Navarro (attached).*

Cllr Navarro, present, provided an update, highlighting the recently held cycle infrastructure meeting with Urban and Civic, and mentioned that he is following up to ensure that actions considered are being implemented also to prevent those coming as a surprise for the community. In a discussion that followed, road finishing phasing works and busway finalisation were also mentioned as related to this, warranting further meetings to be held.

- 2) *To receive a report from South Cambs. D.C. Ward Member Cllr. N. Warren-Green (attached).*

Cllr Warren-Green, present, provided the following updates to their report;

- The CPCA is going to provide a consultation on a new Local Nature Recovery Strategy for Cambridgeshire and Peterborough, with a consultation start date now set for 18<sup>th</sup> July; this consultation is for the wider public as well as for Parish and Town Councils.
- Earlier that day Cllr Warren-Green had seconded a motion which had been proposed by the Portfolio holder for Communities, Cllr Batchelor, and which was unanimously approved by SCDC Cabinet, to give in principle approval for the Asset Transfer of the Unity Centre from SCDC to Northstowe Town Council, pending further details to be discussed and worked out regarding financial and staff plans.

In response to a question raised by a Councillor around the recent sudden removal of the electric vehicle charging point at the Longstanton Park and Ride, having resulted in the Enterprise Car Club being unable to operate, Cllr

Warren-Green **took an action** to work with SCDC's Community Development Officers and County Council's Smart Journeys Officers to look into this to try and resolve this issue.

3) *To receive a report from South Cambs. D.C. Ward Member Cllr. T. Bygott.*

It was noted that their report had been received since the summons went out. It was highlighted that the report includes a useful summary on the Government's changes to streamline EV charging unit installations.

#### **62/25-26/FC REPORT FROM SCDC'S COMMUNITY DEVELOPMENT OFFICERS** (Standing Item)

*To receive a report from South Cambs. D.C.'s Northstowe Community Development Officers (attached).*

M. Stan, present, highlighted the conference, open to all, lined up for 19<sup>th</sup> July, 9AM – 1PM at Northstowe Secondary College, information of which had been shared with Councillors.

In response to a question around the latest number of households living in Northstowe, it was mentioned that there are only about 50 properties left to be completed across phase 1.

It was requested whether, as part of handing out welcome packs to new households, kitchen caddies could also be included again. Cllr Warren-Green provided information, noting that the kitchen trial handout had been a trial; she also highlighted that a DEFRA-mandated initiative is to be rolled out for weekly food waste collections from March 2026. Cllr Warren-Green **took an action** to understand if there may be any kitchen caddies left from the original trials, to hand them out when new residents get their green bin.

#### **63/25-26/FC NORTHSTOWE DELIVERY GROUP** (Standing Item)

*To note: Draft minutes for the 24<sup>th</sup> April 2025 NDG meeting have not yet been approved; NDG meeting scheduled for 22<sup>nd</sup> May 2025 was cancelled.*

Cllr Littlemore noted that scheduling the Northstowe Delivery Group meetings to have those aligned better with the timing of the Town Council's meetings, so that minutes can be included earlier on, is to be discussed at the next NDG meeting scheduled in two days' time.

#### **64/25-26/FC KICKSTART FUND PANEL** (Standing Item)

*To note: no Kickstart Fund Panel meeting has been held recently.*

Noted.

#### **65/25-26/FC NTC STAFF REPORT** (Standing Item)

1) *[Deferred at 43/25-26/FC (27<sup>th</sup> May 2025)]: To receive a report on NTC staff activities for period: Mar. – Apr. 2025 (attached).*

2) *To receive a report on NTC staff activities for period: May 2025 (attached).*

Noted. No questions were raised.

#### **66/25-26/FC TOWN COUNCILLOR VACANCY / CO-OPTION**

*[Deferred at 49/25-26/FC(2) (27<sup>th</sup> May 2025)]:*

1) *To agree to fill the vacant Member seat by co-option and to promote the vacancy for nominees to come forward for co-option which is to take place at the next suitable Full Council meeting.*

In a discussion it was mentioned that it may be better to reduce the frequency of co-option as has happened over the last few months, to perhaps having this carried out two or three times per year instead, unless there may be a sudden need if there are multiple vacancies arising. Generic reasons for resigning as well as opportunities for attracting new Councillors were also discussed.

It was proposed by Cllr Littlemore, seconded by Cllr Hodgson and **RESOLVED**, unanimously, **to fill the vacant Member seat by co-option and to promote the vacancy for nominees to come forward for co-option to take place at the September 2025 Full Council meeting.**

#### **67/25-26/FC NABMA MEMBERSHIP RENEWAL**

*[Deferred at item 45/25-26/FC (27<sup>th</sup> May 2025); and further to Full Council 25<sup>th</sup> March 2025, item 275/24-25]:*

1) *To decide to continue the annual membership with NABMA, for the 2025-26 period [considering further information having come to the Council's attention since a decision was made at the March Full Council meeting, making it clear that the Council is contractually obliged to pay for a further year until the end of March 2026 (emails and associated information from NABMA previously shared with Cllrs. and no objection received since to this proposal to reverse the decision)].*

It was noted that it had become clear that the Town Council is contractually obliged to pay for a further year.

Following a question, it was confirmed that notification given of membership termination at the end of March 2026 has already been acknowledged by NABMA.

## **68/25-26/FC PUBLICISING THE COUNCIL'S ASSET REGISTER**

*[Deferred at item 47/25-26/FC (27<sup>th</sup> May 2025); and further to task set at Full Council 22<sup>nd</sup> April 2025, 09/25-26/FC]:*

1) *To receive a paper providing information about Town Council's Asset Register online publication requirements (attached).*

Noted.

2) *To decide to publish the Town Council's Asset Register, and any future updates, on the Council's website.*

Following a discussion consensus was reached that the location of items may in some cases be sensitive and that for security reasons this should not be mentioned on the public-facing version of the Council's Asset Register.

It was proposed by Cllr Bros Sabría, seconded by Cllr Owen and **RESOLVED**, unanimously, **to publish the Town Council's Asset Register - and any future updates - on the Council's website, noting that specifics of asset locations are to be removed from public-facing versions of the Asset Register.**

## **69/25-26/FC NORTHSTOWE MARKET**

*[Further to Full Council 22<sup>nd</sup> April 2025, 13/25-26/FC and Personnel Committee 13<sup>th</sup> May 2025, 06/25-26/PER]:*

1) *To receive a report and data (April 2023 to June 2025) on the Northstowe Market, showing the numbers of traders and customers, as well as income and expenditure for the Town Council (report attached; further files shared with Councillors).*

Noted.

2) *To consider and discuss options for market management continuation.*

In a discussion, the following key points were raised by various Councillors;

- Managing the market has proven costly for the Town Council, and it can potentially no longer be seen as 'good value for money' as the Council is using precept funds to subsidise the market.
- It has proven difficult to grow numbers of traders and to retain traders as well as customers, especially in those periods when there was no designated Market Manager in place.
- Keeping the market going has proven challenging for the (reduced) staff team, impacting other Council business.
- Consideration is to be given whether even on a monthly basis the current market may not be feasible.
- Several Councillors discussed whether there may be opportunities to 'pair' a future market offer with an existing entertainment offer, i.e. linking with other community events, supporting those events with an additional market 'offer'. In this, it was considered to perhaps focus on 3 to 4 events across the year, providing people with an 'experience.' Some Councillors considered the bigger, recurring events as having potential for this, whilst others considered that smaller events may be a better match to link up with the market. It was agreed that any of those options would need detailed discussions with partner organisations first.
- It was mentioned that, as part of gathering 'soft feedback data' at the recent Midsummer Festival event, few people had actually mentioned the market but many focused on 'events' as what they wish to see happening in Northstowe.
- The high number of (young) families in Northstowe seem to want primarily 'attractions'; a market could become an add-on to an attraction/experience, rather than working in its own right, at least perhaps not at this stage of Northstowe's development.
- It was discussed what involvement the Town Council should, or could, still have in any future market management; with this, as the Town Council does not own or manage any land currently, it was considered that traders wishing to trade on their own they would need to arrange things with respective landowners instead. It was noted that, once the Town Council manages the Unity Centre, and which will come with much of the land of the District Council-owned part of 'The Green', the potential for such an option could then be reviewed again.
- Another option, to pay other community groups to deliver a market on behalf of the Town Council was generally seen as unrealistic, considering the pressures most community groups already have in managing projects and attracting sufficient volunteers to deliver. It was noted that insurance, licenses, security and health and safety aspects would in that scenario also be considered carefully as the Town Council might remain liable.
- It was also considered that Northstowe is entering a new phase, in that several retail outlets are likely to appear in the near future: a shop at the Keepmoat site in phase 2; the phase 2 meanwhile use development plans from Homes England in the future town centre area; as well as a potential supermarket alongside Station Road. These developments need to be followed closely and any new market plans need to take the impact of new shopping opportunities into account, as they may potentially take away some of the prime reasons why the market was started in Northstowe in the first place.

3) *To decide on an option for market management.*

There was consensus that the market was to be paused, pending further work by a Working Group which is to take into account options and discussions on this subject held under the previous sub-item, and which is to come back to Full Council with a detailed worked-out option for reinstating the market at some stage in the future.

It was proposed by Cllr Benedicic, seconded by Cllr Hodgson and **RESOLVED**, unanimously, **to hold recruitment of a Market Manager and to hold the operations of the Northstowe market, whilst options are to be considered through a Working Group and which are to be brought back to Full Council.'**

Implications for pausing the market in terms of the Town Council's contractual obligations with Phoenix (East) Ltd, and for agreements and financial transactions with market traders, as well as communication needs to the public, were also discussed.

4) *To reinstate the Market Development Working Group.*

It was proposed by Cllr Benedicic, seconded by Cllr Bros Sabría and **RESOLVED**, unanimously, **to AMEND the motion, to read: 'To reinstate the Market Development Working Group, allocating Cllr Birr-Pixton, Cllr Bros Sabría and Cllr Hodgson to this Working Group, and with the Working Group to develop new Terms of Reference which are to be presented to Full Council as soon as possible.'**

It was proposed by Cllr Benedicic, seconded by Cllr Hunter and **RESOLVED**, unanimously, **to adopt the motion, as amended.**

**70/25-26/FC UNITY CENTRE ASSET TRANSFER - UPDATE**

*[Further to 48/25-26/FC (27<sup>th</sup> May 2025)]:*

*To discuss decision-making expected on 24<sup>th</sup> June 2025 by SCDC's Cabinet on the Town Council's proposals for Asset Transfer of the Unity Centre. Papers, see (item 20): Agenda for Cabinet on Tuesday, 24 June 2025, 10.00 a.m.* The Chair summarised the outcomes of the SCDC's Cabinet meeting regarding the potential Asset Transfer of the Unity Centre to the Town Council, welcoming the news.

**71/25-26/FC UNITY CENTRE MANAGEMENT PREPARATIONS**

1) *To receive a paper setting out options for temporary casual worker arrangements to ensure Unity Centre management development work can progress, until such time as an Asset and Estates Manager has been hired (plus 2 weeks overlap).*

Cllr Benedicic and Cllr Bros Sabría highlighted some further ideas and alternative delivery options against the development work needs listed in the paper. Cllr Littlemore expressed his wish for the Asset Transfer Working Group to become more involved in such work, in particular whilst there is currently no dedicated staff in place to lead on the work streams listed in the report.

Following a discussion consensus was reached that several of the items listed to be carried out or instigated in the June-September 2025 period could probably be done at a later stage; it was considered that the outline timeline may also need some more work.

In addition, it was noted that bringing in a casual/temporary worker to lead on some of these work streams could end up being very expensive, and that further details on costs or day rates would be needed first; it was considered that bringing in a temporary worker could be considered again in September if there is still a need for it by then. Other options discussed for consideration at this stage included secondment and (interim) locum options – also considering the new need to replace the clerk in the near future.

2) *To give the Finance, Governance and Planning Committee delegated powers for associated cost management.*

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **to AMEND the motion to read: 'To delegate to the Personnel Committee to work up specifications, with costs/day rates, for work packages for the various stages of preparation needed to further develop Unity Centre management plans, with information thereafter to be presented to Finance, Governance and Planning Committee for cost management.'**

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **to adopt the motion, as amended.**

**72/25-26/FC EXTERNAL BODIES – NTC REPRESENTATION**

1) *To appoint Cllr Hodgson as NTC representative onto the Northstowe Support Partnership.*

It was proposed by Cllr Littlemore, seconded by Cllr Owen and **RESOLVED**, unanimously, **to appoint Cllr Hodgson as NTC representative onto the Northstowe Support Partnership.**

**73/25-26/FC NORTHSTOWE TRAVEL STEERING GROUP**

1) *To decide for the Town Council to join the Northstowe Travel Steering Group (first, new series, meeting planned for in July 2025) (email shared with Cllrs.).*

It was proposed by Cllr Hodgson, seconded by Cllr Birr-Pixton and **RESOLVED**, unanimously, **for the Town Council to join the Northstowe Travel Steering Group**

2) *To allocate Councillor(s) to represent the Town Council at the Northstowe Travel Steering Group meetings.*

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **for Cllr Bros Sabría and Cllr Hodgson to formally represent Northstowe Town Council at the Northstowe Travel Steering Group meetings.**

#### 74/25-26/FC DESIGNATED SAFEGUARDING LEAD

[Further to 11/25-26/FC(1) (22<sup>nd</sup> April 2025)]:

1) To allocate Cllr. Hodgson as the Town Council's Designated Safeguard Lead.

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **to allocate Cllr Hodgson as the Town Council's Designated Safeguard Lead.**

2) For Cllr. Hodgson to work with relevant officers to identify, and implement, any associated needs such as further role description development, DBS checks, highlighting on NTC website and/or reporting mechanisms.

This was **agreed**.

#### 75/25-26/FC POLICIES

[Items recommended by Personnel Committee 10<sup>th</sup> June 2025 (19/25-26/PER(1)) for adoption by Full Council]:

To adopt the following draft policies:

1) Employee Departure Policy, including Exit Interview Questions Template Form (attached).

2) HR Handbook; (attached).

3) Risk Assessment for Preventing Sexual Harassment (linked to HR Handbook), highlighting also items for an Action Plan [Drafted by staff following discussion at Pers Comm 10<sup>th</sup> June 2025, 19/25-26/PER1)(b)] (attached).

4) Training and Development Policy (includes WorkNest's recommended 'Agreement for refund of training fees') (attached).

5) Grievance Policy (attached).

It was proposed by Cllr Littlemore, seconded by Cllr Delip and **RESOLVED**, unanimously, **to adopt the following policies, as presented: Employee Departure Policy, including Exit Interview Questions Template Form; HR Handbook; Risk Assessment for Preventing Sexual Harassment; Training and Development Policy; Grievance Policy.**

#### 76/25-26/FC CIVILITY AND RESPECT PLEDGE

[Recommended to Full Council by Personnel Committee 10<sup>th</sup> June 2025 (19/25-26/PER(4))]:

1) To recommend to Full Council for the Town Council to sign the Civility and Respect pledge (which is referenced in the recently adopted Dignity at Work Policy).

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **to AMEND the first part of the motion, replacing 'To recommend to Full Council' with 'To approve.'**

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **to adopt the motion, as amended, to approve for the Town Council to sign the Civility and Respect Pledge.**

#### 77/25-26/FC SURVEYS & CONSULTATIONS

1) Public Rights of Way Hierarchy Engagement – Cambridgeshire County Council (email & documents shared with Cllrs.). Deadline for responses is 31st July.

It was commented that the consultation had come late to the Council with Local Councils seemingly having been brought in late in the consultation processes. The **clerk was tasked** to provide feedback to the County Council that it should consider providing a longer lead in and consultation time.

2) The Great Collaboration (a co-operative venture supporting town and parish councils and their communities to work together on climate and environmental action - [www.greatcollaboration.uk](http://www.greatcollaboration.uk)) – Request for input into survey to understand what town and parish councils around East Anglia are already doing: <https://forms.gle/4m5TK5AkPSDBhFJ59>. (email & document shared with Cllrs.).

It was proposed by Cllr Benedicic, seconded by Cllr Littlemore and **RESOLVED**, unanimously, **to DEFER sub-items 1 and 2 to the next Finance, Governance and Planning Committee meeting.**

3) Input sought into Local Area Energy Plan / webinars – Cambridgeshire County Council. See Local Area Energy Planning | Cambridgeshire County Council (email & document shared with Cllrs.).

In a discussion it was noted that the Council does not manage such assets currently and that many of the questions asked were of a technical nature, beyond the current Council's expertise.

It was proposed by Cllr Littlemore, seconded by Cllr Benedicic and **RESOLVED**, unanimously, **to submit a response but only filling in the last section of the questionnaire, indicating the Council's wish to be kept informed and be kept involved in any next steps of the LAEP process.**

#### 78/25-26/FC ITEMS FOR INFORMATION

1) [Further to 52/25-26/FC (27<sup>th</sup> May 2025)]: Meeting held with Urban and Civic on 10<sup>th</sup> June regarding cycle infrastructure Phase 1 (several Cllrs. Attended; organised by Cllr Bros Sabria).

Cllr Bros Sabria summarised discussions held at this meeting, explaining that this was very well attended by a number of key partners and that Urban and Civic have shown keenness to work with all involved to provide solutions for anticipated parking issues. It was also pointed out that Urban & Civic are to change their road finishing plans, albeit less so than what had been communicated previously, in that the busway finalisation in phase 1 will now be the final

stage, after completion of Stirling Road and thus Stirling Road finalisation still being done relatively late in the process. In a discussion that followed, it was highlighted that further discussions with Urban and Civic will be important, as it seems that road finalisation has not been implemented as per their original plans and timeline; currently, preparatory works for road finalisation have also been extending over multiple phases rather than it being phased in order, thereby creating dangerous road situations.

2) [Further to 32/25-26/FC(5) (27<sup>th</sup> May 2025)]: Risk Management Plan; updated version with further details added (shared with Cllrs.).

Noted.

#### **79/25-26/FC COMMITTEE MEETINGS** (Standing Item)

[Includes items deferred at 50/25-26/FC (27<sup>th</sup> May 2025)]:

To receive minutes from the following committee meetings held:

- a) Personnel Committee 11<sup>th</sup> March 2025 (finalised minutes attached);
- b) Planning Committee 18<sup>th</sup> March 2025 (finalised minutes attached);
- c) Finance and Governance Committee 15<sup>th</sup> April 2025 (finalised minutes attached);
- d) Planning Committee 15<sup>th</sup> April 2025 (finalised minutes attached);
- e) Personnel Committee 13<sup>th</sup> May 2025 (draft minutes attached);
- f) Finance and Governance Committee 20<sup>th</sup> May (finalised minutes attached);
- g) Planning Committee 20<sup>th</sup> May (finalised minutes attached).

NB, to follow: Minutes of Personnel Committee 10<sup>th</sup> June; Finance, Governance & Planning Committee 17<sup>th</sup> June 2025.

Noted.

#### **80/25-26/FC WORKING GROUPS** (Standing Item)

To receive an update from Working Groups reporting to Full Council; from:

- a) Community Lounge Working Group.

No updates.

- b) Asset Transfer Opportunities Working Group.

Cllr Littlemore noted that an update to the Terms of Reference is being developed.

#### **81/25-26/FC UPDATES FROM OUTSIDE BODIES WITH NTC REPRESENTATION** (Standing Item)

[Includes items deferred at 53/25-26/FC (27<sup>th</sup> May 2025)]:

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

- a) 27<sup>th</sup> Jan. 2025: Northstowe & Longstanton Heritage Stakeholder Group (attended by Clerk) (minutes attached).
- b) 27<sup>th</sup> Mar 2025: Northstowe (Town Hub) Steering Group (no NTC representation) (minutes shared with Cllrs.)
- c) 20<sup>th</sup> Mar. 2025: Northstowe Support Partnership.
- d) 25<sup>th</sup> Mar. 2025: Phase 1 Northstowe Open Space and Landscape Steering Group (no NTC representation) (minutes attached).
- e) 3<sup>rd</sup> Apr. 2025: Northstowe Quarterly Meetings/ Homes England (attended by Assets & Estates Manager).
- f) 24<sup>th</sup> Apr. 2025: Northstowe Delivery Group (attended by Cllr Littlemore).
- g) 29<sup>th</sup> Apr. 2025: Phase 1 Northstowe Open Space and Landscape Steering Group (attended by Cllr Mgaidia) (minutes attached).
- h) 6<sup>th</sup> May 2025: Northstowe Youth Partnership (attended by Cllr Bros Sabria).
- i) 8<sup>th</sup> May 2025: Northstowe (Town Hub) Steering Group (no NTC representation).
- j) 13<sup>th</sup> May 2025: Northstowe & Longstanton Heritage Stakeholder Group Quarterly (no NTC representation).
- k) 14<sup>th</sup> May 2025: Northstowe Community Networkers (attended by Cllr Hodgson) (minutes attached).
- l) 20<sup>th</sup> May 2025: Phase 1 Northstowe Open Space and Landscape Steering Group.
- m) 22<sup>nd</sup> May 2025: Northstowe Support Partnership (attended by Cllr Hodgson) (minutes shared with Cllrs.)
- n) 28<sup>th</sup> May 2025: Parish Forum, organised by Greater Cambridge Shared Planning.
- o) 4<sup>th</sup> June 2025: Cabin Management Board (attended by clerk).

Noted.

#### **82/25-26/FC UPCOMING MEETINGS OUTSIDE BODIES WITH NTC REPRESENTATION** (Standing Item)

[Includes items deferred at 54/25-26/FC (27<sup>th</sup> May 2025)]:

- a) Tue. 24<sup>th</sup> June 2025, 12:00 – 13:15: Phase 1 Northstowe Open Space and Landscape Steering Group.
- b) Thu. 26<sup>th</sup> June 2025, 12:00 – 13:00: Northstowe Delivery Group.
- c) Wed. 2<sup>nd</sup> July, 14:00 – 15:00: Northstowe Spaces Steering Group.
- d) Thu. 3<sup>rd</sup> July 2025, 14:30 – 15:30: Northstowe Quarterly Meetings/ Homes England
- e) Wed 9<sup>th</sup> July, 19:00 – 20:00: Northstowe Community Networkers.
- f) Tue. 22<sup>nd</sup> July 2025, 12:00 – 13:15: Phase 1 Northstowe Open Space and Landscape Steering Group.
- g) Wed. 3<sup>rd</sup> Sep. 2025, 13:00-14:00: Cabin Management Board.
- h) Thu 4<sup>th</sup> Sep. 2025, 16:15 – 17:15: Western Park Pavilion Management Board.

i) Tue. 9<sup>th</sup> Sep. 2025, 10:00 -11:00: Northstowe Youth Partnership.

Noted. In relation to sub-item (a), Cllr Owen mentioned that he joined that meeting earlier in the day and that opportunities for enforcement for parking issues were discussed in some detail.

**83/25-26/FC MEETINGS/EVENTS WHERE NTC HAS BEEN INVITED** (Standing Item)

*[Includes items deferred at 55/25-26/FC (27<sup>th</sup> May 2025)]:*

- a) *[past event] 2<sup>nd</sup> June 2025: Town Hub briefing by SCDC New Build team, on emerging plans for the Town Hub - attended by Cllrs. Benedicic; Birr-Pixton; Bros Sabría; Hodgson; Littlemore; and the clerk.*
  - b) *[past event] 4<sup>th</sup> June 2025: Northstowe Community Forum; included presentation by Town Mayor.*
  - c) *[past event] 17 / 23 June 2025: South Cambridge District Council, virtual drop-in sessions with their Chief Executive, regarding Local Government Reorganisation (attended by Cllr Benedicic).*
  - d) *[past event] 21<sup>st</sup> June 2025: Mid-Summer Festival, 12 – 8pm, on The Green and in The Cabin; coordinated by Northstowe Arts and Northstowe Hub.*
  - e) *Wed. 25<sup>th</sup> June 2025, 10:00 - 10:30 (Teams): SCDC - Meeting regarding proposal for new signage alongside B1050 as part of a new anti-fly-tipping/litter trial. Wednesday 25<sup>th</sup> June, 10 – 10:30 (email shared with Cllrs.)*
  - f) *Sat. 28<sup>th</sup> June 2025: Guided tour of Letchworth Garden City; via Cllr Hunter and U3A.*
  - g) *Sat. 28<sup>th</sup> June 2025 (from 10AM): Summer Fayre, Martin Bacon Academy.*
  - h) *Mon. 30<sup>th</sup> June 2025, 14:00 - 16:00: National Highways, A14 Safety Advisory Group (email shared with Cllrs.)*
- Noted.

**84/25-26/FC DATES OF NEXT MEETINGS** (Standing item)

- *Full Council Meeting: Tue 22<sup>nd</sup> July 2025, 7-9 pm; The Cabin, Northstowe.  
[Final versions of motions & papers to be received by 12/07 at the latest].*
  - *For all Council meetings and annual meeting schedule, see [www.northstowetowncouncil.gov.uk](http://www.northstowetowncouncil.gov.uk)*
- Noted.

The meeting was closed at 8:57 PM.

Signed.....

Town Mayor

Date.....