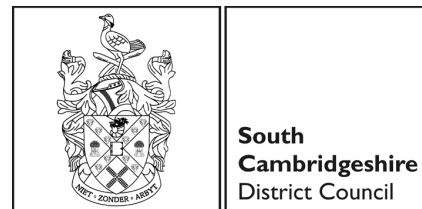


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1 September 2014

To: Councillor Robert Turner, Portfolio Holder

Henry Batchelor
Kevin Cuffley

Aidan Van de Weyer

Opposition Spokesman
Scrutiny and Overview Committee
Monitor
Opposition Spokesman

Dear Sir / Madam

You are invited to attend the next meeting of **PLANNING PORTFOLIO HOLDER'S MEETING**, which will be held in **SWANSLEY ROOM, GROUND FLOOR** at South Cambridgeshire Hall on **TUESDAY, 9 SEPTEMBER 2014 at 2.00 p.m.**

Yours faithfully
JEAN HUNTER
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA		PAGES
PROCEDURAL ITEMS		
1.	Declarations of Interest	
2.	Minutes of the Planning and Economic Development Portfolio Holder meeting held on 11 June 2014 These draft minutes are attached for information, and will be approved by the Economic Development Portfolio Holder (formerly Planning and Economic Development Portfolio Holder). The Planning Portfolio Holder is invited to comment on the planning elements in the minutes so that such comments can be taken into account by the Economic Development Portfolio Holder at his meeting on 10 September 2014.	1 - 4
DECISION ITEMS		
3.	South Cambridgeshire Local Plan: Memorandum of Understanding between Cambridge City Council and South Cambridgeshire District Council - Greater Cambridge Housing Trajectory	5 - 22
4.	Local Plan: Member liaison during the Examination	23 - 26
5.	Neighbourhood Plans: Histon & Impington Area Designation	27 - 42
6.	Neighbourhood Plans - working with Parish Councils (Key)	43 - 68

7.	St Neots Neighbourhood Plan - Response to Consultation	69 - 72
8.	Government Technical Consultation on Planning	73 - 98

STANDING ITEMS

9.	Work Programme	99 - 102
10.	Date of Next Meeting	

The next confirmed Planning Portfolio Holder meeting will be on Tuesday 18 November 2014 at 10.00am.

A provisional Planning Portfolio Holder meeting has been scheduled for Friday 19 December 2014 at 10.00am.

Further confirmed and provisional Planning Portfolio Holder meetings will be announced as soon as possible.

OUR LONG-TERM VISION

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Trust
- Mutual respect
- A commitment to improving services
- Customer service

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

Notes to help those people visiting the South Cambridgeshire District Council offices

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

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Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

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If you feel unwell or need first aid, please alert a member of staff.

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Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

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You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

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Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

