

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Civic Affairs Committee held on
Tuesday, 2 June 2020 at 10.00 a.m.

PRESENT: Councillor Dr. Douglas de Lacey – Chairman
Councillor Dr. Claire Daunton – Vice-Chairman

Councillors: Henry Batchelor Dr. Martin Cahn
Nigel Cathcart Mark Howell
Bridget Smith Dr. Aidan Van de Weyer
Heather Williams

Officers: Patrick Adams Senior Democratic Services Officer
Elizabeth Davy Development Officer
Andrew Francis Electoral Services Manager
Clare Gibbons Northstowe Healthy New Town Programme Lead
Louise Lord Development Officer
Rory McKenna Monitoring Officer

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 3 March 2020 were agreed as a correct record, subject to

- the removal of the word “and” from the first sentence under the heading “A1: ...” in minute 4;
- the amendment of “Clare” to “Claire” on page 5 of the minutes.

4. COMMUNITY GOVERNANCE REVIEW OF THE PARISHES OF LONGSTANTON AND OAKINGTON AND WESTWICK, PROMPTED BY THE DEVELOPMENT AT NORTHSTOWE; ADJUSTMENTS TO THE REVIEW TIMETABLE AS A RESULT OF COVID-19 RESTRICTIONS

The Northstowe Healthy New Town Programme Lead presented this report, which invited the Committee to consider adjusting the timescales of the review due to the impact of the COVID-19 pandemic. She explained that only 39 responses had been received in the second round of consultations, when 400 responses had been received in the first round. It was noted that if agreed, the Committee would be required to schedule an additional meeting in early November to make a recommendation to Council in the same month.

Minor amendments

It was noted that the date of February 2020 in appendix D should be amended to February 2021. It was agreed that the name of the officer in the recommendation in paragraph (c) be amended to the officer's title.

The Committee unanimously

AGREED to

- A) Extend the second round of consultation until 15 September 2020 and proceed with an adjusted timetable as outlined in Appendix D to enable conclusion of the review such that the outcome of the review can still be brought into effect April 2021.
- B) Approve the format for re-engagement with the public and successful conclusion of the second round of consultation.
- C) Delegate final sign-off of the precise dates of the engagement programme outlined in Appendix F to the Northstowe Healthy New Town Programme Lead, to conform with advice from central government regarding relaxation or retightening of lockdown requirements.

5. THRIPLow COMMUNITY GOVERNANCE REVIEW

The Development Officer introduced this report on the Thriplow Community Governance Review, which recommended that representation for Thriplow ward be amended to 5, whilst representation for Heathfield ward should be 4. It also recommended that the name of the parish council be amended to Thriplow and Heathfield Parish Council.

The Committee thanked the officer for a thorough and clear report. Concern was expressed at the low number of responses.

The Committee unanimously

RECOMMENDED TO COUNCIL

- A) The request from Thriplow Parish Council to change representation to 5 for Thriplow village ward and to 4 for Heathfield ward and to implement these changes from the next scheduled election in May 2022.
- B) The request from Thriplow Parish Council to change its name to the Parish of Thriplow and Heathfield, the timing to be agreed with the Parish Council.

6. UPDATE ON CODE OF CONDUCT COMPLAINTS

The Monitoring Officer presented this report, which invited the Committee to note the progress made on the outstanding Code of Conduct complaints and the resolution of one case since the last meeting.

The Committee **NOTED** the report.

7. DATES OF NEXT MEETINGS

The Committee **NOTED** that their next meeting would be held on Tuesday 8 September at 10am.

The Committee **AGREED** to hold an extra meeting on Tuesday 3 November at 10am, to allow a recommendation to be made to Council on the Community Governance Review of the parishes of Longstanton and Oakington & Westwick, prompted by the development at Northstowe.

The Meeting ended at 10.30 a.m.
