

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Council held on
Thursday, 22 May 2008 at 2.00 p.m.

PRESENT: Councillor JH Stewart – Chairman
Councillor RE Barrett – Vice-Chairman

Councillors: Dr DR Bard, Mrs VM Barrett, JD Batchelor, Mrs PM Bear, AN Berent, D Bird, NCF Bolitho, FWM Burkitt, BR Burling, TD Bygott, NN Cathcart, Mrs PS Corney, NS Davies, Dr DR de Lacey, Miss JA Dipple, Mrs SJO Doggett, SM Edwards, Mrs SM Ellington, Mrs VG Ford, Mrs JM Guest, R Hall, Dr SA Harangozo, Mrs SA Hatton, Mrs EM Heazell, JA Hockney, MP Howell, Mrs CA Hunt, SGM Kindersley, MB Loynes, RMA Manning, RB Martlew, MJ Mason, RM Matthews, DC McCraith, DH Morgan, Mrs LA Morgan, Mrs CAED Murfitt, CR Nightingale, AG Orgee, A Riley, Mrs DP Roberts, NJ Scarr, Ms BZD Smith, Mrs HM Smith, RT Summerfield, PW Topping, RJ Turner, Dr SEK van de Ven, Mrs BE Waters, JF Williams, TJ Wotherspoon and NIC Wright

Officers:	Catriona Dunnett	Principal Solicitor
	Steve Hampson	Executive Director
	Greg Harlock	Chief Executive
	Richard May	Democratic Services Manager

Apologies for absence were received from Councillors JP Chatfield, PT Johnson and Mrs JE Lockwood.

1. ELECTION OF CHAIRMAN

In accordance with Council Standing Order 7, the Chief Executive presided over the receipt of nominations for the position of Chairman of Council. Councillor JH Stewart left the room for the duration of the election.

On the nomination of Councillor RMA Manning, seconded by Councillor SGM Kindersley, and there being no further nomination, Council

RESOLVED that Councillor JH Stewart be elected Chairman of the Council for the 2008-2009 Civic Year.

Councillor Stewart took the Chair, accepted the office and signed the declaration of acceptance. He thanked Council for electing him as Chairman and advised that he considered it to be an honour and a privilege.

2. APPOINTMENT OF VICE-CHAIRMAN

Prior to seeking nominations for this position, the Chairman of Council expressed his disappointment that Councillor RE Barrett was not standing for reappointment as Vice-Chairman of Council. The Chairman took the opportunity to thank Councillor Barrett for his help and support over the past year.

Councillor RE Barrett thanked the Chairman for his kind words and Council's staff and Members for ensuring he had thoroughly enjoyed his term as Vice-Chairman.

Councillor CR Nightingale was proposed by Councillor RE Barrett and seconded by Councillor AG Orgee. Councillor Mrs CAED Murfitt was proposed by Councillor SGM Kindersley, seconded by Councillor A Riley. Both candidates left the room for the duration of the election. On a vote being taken by secret ballot, with the count showing

Councillor Mrs CAED Murfitt – 17 votes
Councillor CR Nightingale – 29 votes
Spoilt ballot papers – 5,

Council

RESOLVED that Councillor CR Nightingale be appointed Vice-Chairman of the Council for the 2008-2009 Civic Year.

Councillor Nightingale accepted the office and signed the declaration of acceptance. He thanked his predecessor Council Barrett and Council for appointing him to the office of Vice-Chairman and advised that he looked forward to serving the Council and supporting the Chairman.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4. **MINUTES**

Council **RESOLVED** that the Minutes of the meeting held on 24 April 2008 be approved as a correct record, subject to the following amendments:

- **Minute 81 (Question by Mr. Corness):** 'Physical' not 'psychical' harm.
- **Minute 87b (Motion standing in the name of Councillor SGM Kindersley):** Clarification that the Principal Solicitor's advice related to Hanley Grange not Northstowe. Reference to Northstowe to be deleted.
- **Minute 87b (Motion standing in the name of Councillor SGM Kindersley):** Clarification that the Motion was passed unanimously.

5. **MINUTES OF THE POLICY DEVELOPMENT COMMITTEE HELD ON 9 APRIL 2008**

Council **RESOLVED** that the Minutes of the Policy Development Committee held on 9 April 2008 be approved as a correct record and signed by the Chairman of Council, subject to an amendment to Minute 58 (Operating Guidelines for Portfolio Holder meetings) to clarify that the Committee had not endorsed the report unanimously.

6. **REPORT OF THE RETURNING OFFICER**

The Report of the Returning Officer was **RECEIVED**. New members were welcomed to the Council and returning members congratulated on their re-election.

7. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked Council for its generosity in raising £700 for Camsight, his nominated charity during the past year, before announcing that his nominated charity for 2008-2009 was Cancer Research UK.

8. **ELECTION OF LEADER OF THE COUNCIL**

Councillor RMA Manning was proposed by Councillor NIC Wright and seconded by Councillor SM Edwards. Councillor SGM Kindersley was proposed by Councillor JD Batchelor, seconded by Councillor A Riley. Both candidates left the room for the duration of the election. On a vote being taken by secret ballot, with the count showing

Councillor SGM Kindersley – 20 votes
Councillor RMA Manning – 30 votes
Spoilt ballot papers – 1,

Council

RESOLVED that Councillor RMA Manning be elected Leader of the Council for the 2008-2009 Civic Year.

Councillor Manning thanked Council for electing him Leader and advised that he looked forward to leading the Council's continuing improvement.

9. QUESTIONS FROM COUNCILLORS AND THE PUBLIC

There were no questions from Councillors or the public.

10. PETITIONS

No petitions had been submitted since the last meeting.

11. TO CONSIDER THE FOLLOWING RECOMMENDATIONS

11 (a) Housing Revenue Account (HRA) Business Plan 2007-2010 (Housing and Environmental Services Portfolio Holder's meeting, 28 April 2008)

Councillor RMA Manning moved, Councillor SM Edwards seconded and Council **RESOLVED** that the Housing Revenue Account (HRA) Business Plan 2008/09-2012/13 be approved.

11 (b) Appointment of District Council representatives to Shadow board for potential new housing association (Housing Options Portfolio Holder, 12 May 2008)

Councillor SM Edwards moved, Councillor RMA Manning seconded and Council **RESOLVED** that five district councillors be appointed to the Shadow Housing Association Board, appointments to be in accordance with the rules of political proportionality, as follows:

Conservative (3)

RE Barrett
NCF Bolitho
PW Topping

Liberal Democrat (1)

Mrs EM Heazell

Independent (1)

Mrs SA Hatton

12. TERMS OF REFERENCE OF COMMITTEES 2008-2009

12 (a) Scrutiny and Overview Committee

Council **RESOLVED**:

- (1) That the revisions to Article 6 (Scrutiny and Overview), Part 4 (Scrutiny and Overview Procedure Rules) and Part 5 (Procedural Guidance: Addressing Scrutiny and Overview Committee) be agreed as set out in the Agenda for incorporation into the Constitution.
- (2) That the Chief Executive be authorised to make other minor textual changes to the Constitution, removing references to the Policy Development Committee where necessary.

12 (b) Standards Committee

Council **RESOLVED**:

- (1) That a revised Article 9 be approved as set out in the Agenda for incorporation into the Constitution, subject to the quorum for Standards Committee meetings being three not four (Article 9.02g), amended to enable the Council's statutory obligations to be met and to remove the restriction preventing Executive (Cabinet) Members being members of the Standards Committee.
- (2) That revisions to Table One of Part 3 be approved as set out in the Agenda for incorporation into the Constitution, amended to enable the Council's statutory obligations to be met.
- (3) That authority be delegated to the Standards Committee to make all necessary amendments to the "Procedure for Local Investigation of Referred Complaints" and "Procedure for Local Standards Hearings" currently contained in Part 5 Section M and N of the Council's Constitution to take effect as amendments to the constitution immediately after the meeting of the Standards Committee on 11 June 2008 with the new procedures to be reported back to the next meeting of Council for information.

12 (c) Other Committees

Council **RESOLVED** that no changes be made to the Terms of Reference of the following committees:

- Licensing Committee, Licensing Committee (2003 Act), Licensing Committee (2005 Gambling Act);
- Planning Committee;
- Employment Committee;
- Electoral Arrangements Committee;
- Corporate Governance Committee.

13. **SIZE OF, AND APPOINTMENTS TO, COMMITTEES AND JOINT COMMITTEES OF THE COUNCIL**

Council considered the size of, and appointments to, Committees and Joint Committees for 2008-2009.

Councillor JD Batchelor moved and Councillor A Riley seconded a proposal to increase the size of the Scrutiny and Overview Committee from 12 to 15 Members. The Motion, on being put, was declared lost.

Council **RESOLVED:**

- (1) That the membership of the Licensing Committee, Licensing Committee (2003 Act) and Licensing Committee (2005 Gambling Act) be increased from 12 to 15 Members.
- (2) That the following appointments to Committees and Joint Committees be made for the 2008-2009 civic year:

Licensing Committee, Licensing Committee (2003 Act), Licensing Committee (2005 Gambling Act)

15 Members

Conservative (8)

RE Barrett
Mrs VM Barrett
Mrs JM Guest
R Hall
Mrs CA Hunt
MB Loynes
RM Matthews
DC McCraith

Lib Dem (4)

Mrs PM Bear
Mrs EM Heazell
RB Martlew
JF Williams

Ind (2)

A Riley
NJ Scarr

Non-group (1)

Mrs CAED Murfitt

Planning Committee

14 Members

Conservative (8)

BR Burling
TD Bygott
Mrs PS Corney
Mrs JM Guest
Mrs CA Hunt
MB Loynes
CR Nightingale
RJ Turner

Lib Dem (4)

Mrs PM Bear
SGM Kindersley
Mrs HM Smith
JF Williams

Ind (2)

Mrs DP Roberts
Mrs SA Hatton

Scrutiny and Overview Committee

12 Members

Conservative (7)

Mrs VM Barrett
Ms JA Dipple
R Hall
JA Hockney
MB Loynes

Lib Dem (3)

JD Batchelor
Mrs EM Heazell
Mrs BZD Smith

Ind (2)

MJ Mason
NS Davies

PW Topping
Mrs BE Waters

Employment Committee

7 Members

Conservative (3)*	Lib Dem (2)	Ind (1)
RE Barrett	Mrs EM Heazell	A Riley
BR Burling	RT Summerfield	
RJ Turner		

*Plus the Portfolio Holder with responsibility for staffing matters

Electoral Arrangements Committee

7 Members

Conservative (4)	Lib Dem (2)	Ind (1)
NCF Bolitho	RT Summerfield	NJ Scarr
RM Matthews	JF Williams	
RJ Turner		
Mrs BE Waters		

Corporate Governance Committee

7 Members

Conservative (4)	Lib Dem (2)	Ind (1)
NCF Bolitho	JD Batchelor	Dr D de Lacey
FWM Burkitt	RT Summerfield	
Mrs JM Guest		
TJ Wotherspoon		

JOINT COMMITTEES

Northstowe Joint Development Control Committee

6 Members (plus 3 alternatives and one spokesperson)

Conservative (3)	Lib Dem (2)	Ind (1)
Mrs PS Corney	JD Batchelor	A Riley
SM Edwards	SGM Kindersley	MJ Mason (alt)
TJ Wotherspoon	Mrs PM Bear (alt)	
DC McCraith (alt)		

Fringe Sites Joint Development Control Committee

6 Members (plus 3 alternatives and one spokesperson)

Conservative (3)	Lib Dem (2)	Ind (1)
Dr DR Bard	SGM Kindersley	Dr D de Lacey
CR Nightingale	Mrs HM Smith	NJ Scarr (alt)
AG Orgee	JF Williams (alt)	
TJ Wotherspoon (alt)		

Joint Planning Policy Committee

3 Members (plus one substitute)

Conservative (2)	Lib Dem (1)
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Dr DR Bard
RMA Manning
SM Edwards (sub)

SGM Kindersley

SUBSTITUTE (1
per group)

14. DISTRICT COUNCIL APPOINTMENTS TO THE STANDARDS COMMITTEE

Council **RESOLVED**:

- (1) That Councillor AG Orgee be appointed to the Standards Committee until 22 May 2012 or until he is no longer a member of the district council.
- (2) That Councillor NN Cathcart be appointed to the Standards Committee until 22 May 2012 or until he is no longer a member of the district council.
- (3) That Councillors R Hall (Conservative), Dr JE Lockwood (Liberal Democrat) and Mrs SJO Doggett (Independent) be appointed the Standards Committee. These Members to serve until 22 May 2012, or until they are no longer members of the district council.
- (4) That Councillor Mrs CAED Murfitt be appointed to the Standards Committee for a 4-year term expiring on 22 May 2012, or until she is no longer a member of the district council.

15. APPOINTMENTS TO THE CONSTITUTION REVIEW WORKING PARTY

Council **RESOLVED** that the following Members be appointed to the Constitution Review Working Party for the 2008-2009 Civic Year:

Conservative (1)	Lib Dem (1)	Ind (1)
R Hall	RT Summerfield	NJ Scarr

(Plus the following appointments by office: Chairman of Council, Leader and Deputy Leader of Council, Chairman of the Scrutiny and Overview Committee)

16. APPOINTMENTS TO THE CLIMATE CHANGE WORKING GROUP 2008-2009

Council considered the appointment of Members to the Climate Change Working Group for the 2008-2009 Civic Year.

Councillor A Riley proposed and Councillor Dr SEK van de Ven seconded a proposal that the working group be increased from 9 to 15 Members. The proposal, on being put, was declared lost.

Council requested that the working group consider the co-option of non-voting Members during 2008-2009 in order to maximise contributions from non-group councillors.

Council **RESOLVED** that the following appointments be made to the Climate Change Working Group for the 2008-2009 Civic Year:

9 Members

Conservative (5)	Lib Dem (3)	Ind (1)
VG Ford	AN Berent	Dr D de Lacey
R Hall	Dr SA Harangozo	
JA Hockney	Dr SEK van de Ven	

CR Nightingale
PW Topping

17. **APPOINTMENTS TO OUTSIDE, JOINT AND OTHER MEMBER BODIES**

Council **RESOLVED**:

- (1) That appointments to outside, joint and other Member bodies be agreed as directed within the **attached** schedule.
- (2) That the appointment of a representative to the Papworth Hospital NHS Foundation Trust be deferred to the next meeting pending clarification of meeting dates and times for this organisation.
- (3) That table of appointments by office (attached to the Agenda), to be confirmed by Cabinet at its meeting on 12 June 2008, be noted.
- (4) That Councillor Mrs JM Guest be appointed as alternative Member to the North Hertfordshire and District Citizens Advice Bureau.

18. **NOTIFICATION OF APPOINTMENT OF MEMBERS TO CABINET 2008-2009**

At this point in the meeting, the Leader of the Council announced the appointment of Members to the Cabinet and the allocation of Portfolio responsibilities as follows:

Deputy Leader and Housing	Councillor SM Edwards
Planning	Councillor NIC Wright
New Communities	Councillor Dr DR Bard
Staffing	Councillor MP Howell
Finance	Councillor AG Orgee
Environmental Services	Councillor Mrs SM Ellington

The Leader announced that he would be taking the Portfolio for Corporate Policy, Partnership Working and Communications.

19. **ANNUAL REPORT INTO SCRUTINY AND OVERVIEW AT SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

Council **RECEIVED** the Annual Report into Overview and Scrutiny at South Cambridgeshire District Council. Council welcomed the report and thanked the Scrutiny Development Officer for her hard work throughout the year. Members also took the opportunity to thank the Chairman and Vice-Chairman of the Scrutiny and Overview Committee, Chairman of the Policy Development Committee and Chairman of the Arbury Task and Finish Group for their work, as well as villages which had hosted meetings and shown great interest in attending to ask questions about the Council's services and the Senior Democratic Services Officer for his efforts in arranging meetings around the district.

20. **MAJOR OPPOSITION GROUP LEADER'S ANNUAL REPORT**

Council **RECEIVED** the Annual Report of the Major Opposition Group Leader on the work of the Group during the past year. Councillor Kindersley introduced his report, paid tribute to the work of his predecessor, Councillor Batchelor, before requesting clarification in respect of the actual wording that may be used in a ballot of tenants to determine their support for the transfer of the housing stock.

Councillor SM Edwards responded to the report on behalf of the Controlling Group, as

part of which he confirmed that tenants would be asked whether they supported the transfer of the Council's housing stock, being invited to answer 'yes' or 'no'.

Councillor A Riley responded to the report on behalf of the Independent Group.

21. CLIMATE CHANGE WORKING GROUP ANNUAL REPORT

Council **RECEIVED** the Annual Report of the Climate Change Working Group. Councillor Dr SA Harangozo, Chairman of the Climate Change Working Group, presented the report, advising that the Council's key challenges for the future involved establishing how its carbon emissions could be lowered through reducing consumption and maximising the proportion obtained from renewable sources. Dr. Harangozo pointed to the Northstowe project as a successful example of development in which the aspirations of the working group had converged with those of the Local Planning Authority, resulting in robust sustainability targets for the developers. Despite successes such as this, a wider dialogue was still required regarding the implications of climate change for the authority, and to this end a number of presentations would be arranged during the coming year at which this issue could be explored in greater detail.

22. WRITE-OFFS: ANNUAL REPORT

Council **NOTED** the debts written off under powers delegated to the Resources Portfolio Holder and the Chief Financial Officer as required by the Constitution. Council took the opportunity to thank officers for their work in ensuring that the amounts written off represented tiny fractions of total amounts collected.

23. NOMINATION OF REPRESENTATIVE TO ATTEND THE LGA ANNUAL CONFERENCE

Council **RESOLVED**:

- (1) That no representative be nominated to attend the Annual Conference of the Local Government Association;
- (2) That the decision be delegated in future years to the Leader of the Council.

24. UPDATES FROM MEMBERS APPOINTED TO OUTSIDE BODIES

Councillor VG Ford advised that she had attended an event at Churchill College, Cambridge, to mark the launch of the sub-national review of regional governance to replace the existing East of England Regional Assembly. The proposal was to establish an unelected Regional Development Agency, thus diminishing the role of elected Members. Councillor Ford urged Council to respond to consultation on the proposal which was currently underway.

Councillor SM Edwards advised that an appeal panel had allowed an appeal to retain the Oakington and Girton school buses. Council joined Councillor Edwards in welcoming this development.

Councillor MJ Mason provided the following report from the Cambridgeshire Guided Busway Local Liaison Forum meetings:

'Further to my written report submitted to Council at its January meeting, I have to report that subsequent meetings of the forum have not seen any improvement in public relations and flow of information from the County Council, their managing agents, WS

Atkins, and the Contractors, Nuttalls. Indeed, I have found it necessary to deal with a number of complaints from residents and businesses as the construction proceeds through Histon and Impington in close proximity to dwellings and public rights of way. Problems have included excessive lopping of trees, diesel fumes from plant operating continuously, dust and noise from construction traffic. Whilst some of these problems have been addressed following visits from local Members and Environmental Health Officers, the continued refusal by the county and contractors to give proper advance notice of the work affecting public rights of way, and a total absence of design and method statements in advance of such work, continue to create unnecessary tension with local residents and elected members of all three authorities. I am copying with this note an e-mail sent earlier this week, following the forum meeting last Wednesday when members were presented with the draft design proposals for the Arbury Park section of the system. I quote from that e-mail as follows:

“Two years into the design contract, members were informed that the system will now be unguided for most of the distance around the new development. This represents a major departure and design change and is contrary to all previous information released at the public inquiry. This very late design change comes on top of the recent disclosures concerning Regional Social Landlords building homes in the wrong place. Please refer to the Scrutiny and Overview Committee’s interim report on Arbury Park. I informed the forum that Mr. Menzies is due to appear before the Committee, and have asked the Scrutiny Development Officer to expedite this.”

I ask that Council note these recent developments and give full support to Scrutiny and Overview Committee in order to try to ensure that residents of Arbury Park are not subjected to the inconvenience and disruption experienced by residents of the surrounding villages over the last few months. It is indeed somewhat ironic that the local press seem almost to discount the inconvenience to South Cambridgeshire residents when compared to the severe disruption on Hills Road over the next ten months.”

Councillor Mason went on to report on the recent meeting of the Old West Internal Drainage Board. He referred specifically to correspondence from the Department of the Environment, Food and Rural Affairs, details of which would be circulated to all Members via the Weekly Bulletin.

Councillor DH Morgan requested that the parishes of Bourn, Eltisley and Croxton be named as part of the Council’s reply to the consultation by the National Air Traffic Service.

25. CHAIRMAN'S AND VICE-CHAIRMAN'S ENGAGEMENTS

Council noted the list of engagements attended by the Chairman and Vice-Chairman since February 2008. Council was advised that the official opening of conference facilities had taken place at Duxford on 13 March, not Little Abington as stated in the Agenda. Council was further advised that the Chairman had attended the official opening of the Canmore Development at Bucking Way Business Park, Swavesey.

The Meeting ended at 5.29 p.m.

ANNUAL COUNCIL – APPENDIX TO MINUTE 17
22 MAY 2008
Outside, Joint and other Member Bodies
Appointments made

Body	APPOINTMENT MADE	Duration (years)
Addenbrooke's NHS Trust Local Authority Working Party	Mrs SM Ellington CR Nightingale	4
Age Concern	NCF Bolitho	4
Association of Impington Action for Sport (IMPACT)	Mrs HM Smith	4
Bassingbourn Village College Centre Management Committee	NN Cathcart	4
Cambridge Airport Relocation Study Member Briefing	RM Matthews	4
Cambridge East Joint Member Reference Group	Dr DR Bard Mrs CA Hunt RJ Turner NIC Wright Mrs HM Smith (reserve)	1
Cambridge Southern Fringe Member Reference Group	Dr DR Bard Mrs EM Heazell CR Nightingale AG Orgee	1
Cambridge Women and Homelessness Group	Mrs EM Heazell	4
Cambridgeshire Association of Youth Clubs (CAYC)	CR Nightingale	4
Cambridgeshire County Council Health and Social Care Scrutiny Committee	R Hall	1
		1
Cottenham Village College Sports Centre Management Group	SM Edwards	4
Duxford Airfield Management Liaison Committee	PW Topping	4
Francis John Clear Almshouses, Melbourn	Mrs JM Guest	4
Gamlingay Village College (GVC) Leisure Limited	Mrs BZD Smith	4
Joint Strategic Growth Implementation Committee (JSGIC)	Dr DR Bard RMA Manning SGM Kindersley Subs: SM Edwards NIC Wright JD Batchelor	1

Body	APPOINTMENT MADE	Duration (years)
Joint Transport Forum	Dr DR Bard RMA Manning SGM Kindersley Subs: SM Edwards NIC Wright JD Batchelor	1
Local Area Agreement Joint Accountability Committee	Mrs EM Heazell JA Hockney (reserve)	1
Local Government Arts Forum: Arts Forum for Cambs and Peterborough Steering Group	Dr DR Bard (As Portfolio Holder)	4
Magog Trust	CR Nightingale	4
Melbourn Community Sports Ltd (MCSPLIM)	DC McCraith	4
North West Fringe Member Reference Group	Dr DR Bard TD Bygott Dr D de Lacey Mrs HM Smith	
Old West Internal Drainage Board	BR Burling MJ Mason J Shepperson TJ Wotherspoon	4
Over and Willingham Internal Drainage Board	RMA Manning	4
Papworth Hospital NHS Foundation Trust	<i>Deferred pending confirmation on meeting arrangements for this body</i>	4
Sawston Village College Sports Users' Committee	Mrs SA Hatton	4
	CR Nightingale	4
SOFA (Shifting Offered Furniture Around)	Dr JE Lockwood	4
South Cambs Magazine Editorial Panel	R Hall Mrs CAED Murfitt Dr SEK van de Ven (Plus the Leader of the Council as Portfolio Holder)	1
Swaffham Internal Drainage Board	MJ Mason	4
Swavesey Byeways Advisory Committee	PW Topping	4
Waterbeach Level Internal Drainage Board	MJ Mason	4
West Anglia Crossroads for Carers	Mrs SJO Doggett	4