



**SOUTH CAMBRIDGESHIRE DISTRICT
COUNCIL**

**COUNCIL MEETING
THURSDAY, 23 SEPTEMBER 2004**

REPORTS AND MINUTES

South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB3 6ES

If the press and public are likely to be excluded from the meeting during consideration of the following item on the grounds that exempt information is to be considered, it will be necessary to pass the following resolution: "That under Section 100(A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in paragraph (quoting relevant paragraph) of Part 1 of Schedule 12A of the Act."

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

TO: The Chairman and Members of the
South Cambridgeshire District Council

NOTICE IS HEREBY GIVEN that the next meeting of the **COUNCIL** will be held in the **COUNCIL CHAMBER** at **2.00 P.M.** on

THURSDAY, 23RD SEPTEMBER 2004

and I am, therefore to summon you to attend accordingly for the transaction of the business specified below.

DATED this **15TH SEPTEMBER 2004**

GJ HARLOCK

Finance and Resources Director

AGENDA

1. **MINUTES**
To authorise the Chairman to sign the Minutes of the meeting held on the 26th August 2004 as a correct record.

(Pages 1 - 10)
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on matters arising in this agenda.
3. **CHAIRMAN'S ANNOUNCEMENTS**
4. **PUBLIC QUESTIONS**
None received to date.
5. **PETITIONS**
To note all petitions received since the last Council meeting.
6. **LOCAL DEVELOPMENT FRAMEWORK PREFERRED OPTIONS REPORTS – REVISIONS**
The Scrutiny and Overview Committee on the 16th September 2004 is to consider the call-in of Cabinet's decision on the Northstowe paper. The action Council will be asked to take will depend on the outcome of that consideration.

There is a possibility that the Planning and Economic Development Portfolio Holder's approval of the Cambourne Annexe Paper (supplement to the Rural Centres Preferred Options Report) will be called in after the preparation of this agenda. In view of the urgency to agree papers for public participation, similar arrangements are being made to cover this eventuality.

Members are asked to bring to the meeting the papers circulated to the Steering Group/Cabinet/Scrutiny and Overview Committee. Some paper copies will be available for Members who have not already received them.

An introductory report from the Development Services Director is attached.

(Pages 11 - 16)

7. VOTE RECORDING

As there appears to be some uncertainty about the way votes individually recorded electronically will be used, and votes are automatically recorded when the system is turned on, Council is asked to determine:

1. The principles by which meetings will have individual votes recorded electronically
e.g. all public meetings
by request before the meeting
all meetings unless there is agreement to the contrary
each "committee" to decide on its own procedure

Cabinet currently records numbers voting but not names, in the interests of collective responsibility

2. On what occasions votes should not be recorded
e.g. for exempt (confidential) items
where Members might be subject to illegal acts as a result
on appointments
recording in the minutes of votes on appointments is already precluded by the constitution
3. Who should have access to the information
e.g. Members only
any member of the public on request (on payment?)
made available through the Web site

The Freedom of Information Act will require that if the record exists it must be made available on request (other than where exempted for confidentiality)

4. How long the information should be kept, i.e. is it regarded as temporary only or part of the public record?

Minutes, agenda and reports must be kept accessible for 6 years after the meeting; background papers for 4 years

When the Council agreed on 13th January 2004 that the system should be purchased, it had the views of the Constitution Review Working Party, which expected that constituents would be able to see how their local member voted and that the names would be available on request. It was not, however, the intention that names should be recorded in the minutes unless a request for a recorded vote was made and agreed.

Council is invited to confirm that names are recorded in the minutes only when a specific request has been made; and to clarify the issues set out above.

TO RECEIVE THE REPORTS OF THE FOLLOWIING MEETINGS

(* indicates that the minutes have already been confirmed as a correct record)

8. **CABINET 9TH SEPTEMBER 2004** (Pages 17 - 26)
9. **DEVELOPMENT AND CONSERVATION CONTROL COMMITTEE 4TH AUGUST 2004** (Pages 27 - 34)
10. **LICENSING COMMITTEE 6TH SEPTEMBER 2004** (Pages 35 - 38)
11. **NORTHSTOWE MEMBER STEERING GROUP 6TH SEPTEMBER 2004**

Given the length of time until the Steering Group is likely to meet again, members of the Group (only) are asked to confirm the minutes as a correct record.

(Pages 39 - 46)

To Receive Questions on Joint Meetings

12. **SOUTH CAMBRIDGESHIRE ENVIRONMENT AND TRANSPORT AREA JOINT COMMITTEE**
The decision notice of the meeting of the 10th September 2004 are being circulated with the weekly bulletin of the 15th September 2004.
13. **CHAIRMAN'S ENGAGEMENTS**
To note the Chairman's engagements since the last Council meeting:

<u>Date</u>	<u>Venue</u>	<u>Other remarks</u>
04/09/04	Duxford Air Show	
08/09/04	Funding Fair – Comberton	
15/09/04	Sawston Village College – Opening of Arts Facility	
15/09/04	Hundred Housing AGM	
19/09/04	Godmanchester Civic Service	
19/09/04	FAFA Battle of Britain Service – St Mary's Ely	Attended by Cllr Mrs Murfitt
22/09/04	Presentation of Housing Certificates - Granchester	
22/09/04	Crossroads – Caring for Carers	