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12 October 2003

To: Chairman – Councillor RE Barrett  
Members of the Travellers Consultative Group – Councillors Dr DR Bard,  
CC Barker, Mrs MP Course, Mrs JM Healey, Mrs EM Heazell, LCA Manning JP,  
JA Nicholas, Mrs DP Roberts and JH Stewart  
and to Councillors RF Collinson, J Shepperson and RT Summerfield, for  
information

Dear Councillor

You are invited to attend the next meeting of **TRAVELLERS CONSULTATIVE GROUP**, which  
will be held in **COUNCIL CHAMBER** at South Cambridgeshire Hall on **MONDAY, 20  
OCTOBER 2003** at **2.00 p.m.**

Yours faithfully  
**GJ HARLOCK**  
Finance and Resources Director

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	<b>AGENDA</b>	<b>PAGES</b>
<b>1.</b>	<b>Apologies</b>	
<b>2.</b>	<b>Declarations of Interest</b>	
	<b>PART 1 - CONFIDENTIAL ITEMS</b> There are no items to be considered under this heading.	
	<b>PART 2 - SENSITIVE ITEMS</b> There are no items to be considered under this heading.	
	<b>PART 3 - OPEN ITEMS</b> The Press and Members of the Public are invited to attend the remainder of the meeting. They are entitled to listen to the debate, but will not be allowed to make representations of any kind.	
<b>3.</b>	<b>MINUTES OF PREVIOUS MEETING</b> To authorise the Chairman to sign, as a correct record, the Minutes of the meeting held on 9 July 2003.	<b>1 - 6</b>
<b>4.</b>	<b>REPORT FROM TRAVELLERS OFFICER</b> A copy of the July count of Travellers' caravans is attached.	<b>7 - 14</b>
<b>5.</b>	<b>REPORT FROM THE DEPUTY DEVELOPMENT SERVICES DIRECTOR</b>	<b>15 - 32</b>

To update Members about sites across the district (summary report attached), and the outcome of a meeting between South Cambridgeshire District Council, the Police and Cottenham Parish Council (letter from the Parish Council to local residents attached).

**6. SITES IN COTTENHAM**

To consider the Inspector's Report, and its implications.

**7. STRATEGY FOR THE TRAVELLERS CONSULTATIVE GROUP**

**33 - 34**

The Terms of Reference, agreed by Cabinet, are attached for information. Members will be asked to consider, among other things, the establishment of a high level officer Group, consisting of officers from Legal, Environmental Health, Community Services, Housing and Planning) to co-ordinate the Council's approach, and influence other stakeholders, such as Cambridgeshire County Council (Social Services, Education and Planning Departments), the Police, Environment Agency and Area Health Authority.

**8. DATE OF NEXT MEETING**

Members are asked to bring their diaries.