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17 March 2021

To: Chair – Councillor Dr. Douglas de Lacey
Vice-Chair – Councillor Dr. Claire Daunton
Members of the Civic Affairs Committee – Councillors Henry Batchelor,
Dr. Martin Cahn, Nigel Cathcart, Mark Howell, Bridget Smith,
Dr. Aidan Van de Weyer and Heather Williams

Quorum: 3

Substitutes: Councillors Bunty Waters, Nick Wright, Dr. Richard Williams,
Sue Ellington, Graham Cone, Gavin Clayton, Bill Handley, Geoff Harvey,
Steve Hunt and Eileen Wilson

Dear Councillor

You are invited to attend the next meeting of **Civic Affairs Committee**, which will be held in **Virtual meeting - Online** at South Cambridgeshire Hall on **Thursday, 25 March 2021 at 10.00 a.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully

Liz Watts

Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.

Agenda

Pages

Procedural Items

- 1. Apologies for Absence**
To receive Apologies for Absence from Committee members.
- 2. Declarations of Interest**

3. **Minutes of Previous Meeting** 1 - 2
To authorise the Chairman to sign the Minutes of the meeting held on 1 December 2020 as a correct record.

Decision Items

4. **Community Governance Review - Foxton Parish Council** 3 - 20
5. **Sawston and Babraham Parish Boundary: Community Governance Review** 21 - 56

Information Items

6. **Update on Code of Conduct Complaints** 57 - 60

Standing Items

7. **Date of Next Meeting**
Thursday 10 June at 10am.

Guidance Notes for Members of the Public for Online Meetings

Members of the public are welcome to view the live stream of this meeting, except during the consideration of exempt or confidential items, by following the link to be published on the Council's website.

Any person who participates in the meeting in accordance with the Council's procedure rules, is deemed to have consented to being recorded and to the use of those images (where participating via video conference) and/or sound recordings for webcast purposes. When speaking, members of the public should not disclose any personal information of any individual as this might infringe on the rights of that individual and breach the Data Protection Act.

If you would like to turn on live captions and subtitles, please select the Captions/Subtitles On button [CC], in your video controls. This can be found in the bottom right hand corner of the video.

For more information about this meeting please contact democratic.services@scambs.gov.uk