

## South Cambridgeshire District Council

Minutes of a meeting of the Council held on  
Thursday, 26 May 2022 at 2.00 p.m.

PRESENT: Councillor Anna Bradnam – Chair  
Councillor Peter Fane – Vice-Chair

Councillors: Henry Batchelor, John Batchelor, Paul Bearpark,  
Dr. Shrobona Bhattacharya, Ariel Cahn, Dr. Martin Cahn,  
Sarah Cheung Johnson, Graham Cone, Stephen Drew, Libby Earle,  
Sue Ellington, Jose Hales, Bill Handley, Sunita Hansraj, Sally Ann Hart,  
Geoff Harvey, Dr. Tumi Hawkins, Pippa Heylings, James Hobro,  
Carla Hofman, Mark Howell, Helene Leeming, Daniel Lentell,  
Peter McDonald, Brian Milnes, Lina Nieto, Annika Osborne,  
Dr Lisa Redrup, Judith Rippeth, Peter Sandford, Bridget Smith,  
Richard Stobart, Susan van de Ven, Dr. Aidan Van de Weyer,  
Bunty Waters, Heather Williams, John Williams and Dr. Richard Williams

Councillor Cllr John Loveluck was in attendance remotely.

Officers: Rebecca Dobson Democratic Services Manager  
Rory McKenna Monitoring Officer  
Liz Watts Chief Executive

### 1. Election of Chair of the Council for 2022-23

The Chief Executive asked for nominations for the Chair of Council.

Councillor Bridget Smith proposed and Councillor Judith Rippeth seconded  
Councillor Anna Bradnam.

There being no other nominations Councillor Anna Bradnam was elected  
unopposed as Chair of Council by secret ballot. Councillor Bradnam read out and  
signed her declaration of acceptance of office form.

Council resolved by affirmation to suspend Standing Order 21.2, which required  
Councillors to stand when speaking at Council.

### 2. Appointment of Vice Chair of the Council for 2022-23

Councillor Bridget Smith nominated and Councillor Judith Rippeth seconded  
Councillor Peter Fane as Vice of Council.

There being no other nominations Councillor Peter Fane was elected unopposed  
as Vice Chair of Council by secret ballot. Councillor Fane read out and signed his  
declaration of acceptance of office form.

### 3. Apologies

Apologies for Absence were received from Councillors Michael Atkins, Corinne

Garvie, William Jackson-Wood and Alex Malyon.

**4. Declaration of Interest**

None.

**5. Register of Interests**

Members were reminded to inform Democratic Services of any changes in their Register of Members' Financial and Other interests from.

**6. Minutes**

The minutes of the meeting held on 23 March 2022 were agreed as a correct record.

**7. Returning Officer's Return of Councillors Elected**

The Chief Executive presented the return of Councillors elected in the elections held on 5 May 2022, as set out on the agenda.

**8. Election of the Leader of the Council 2022-26**

Councillor Tumi Hawkins nominated and Councillor Bill Handley seconded Councillor Bridget Smith as Leader from 2022 to 2026. There were no other nominations. A vote was taken and were cast as follows:

**In favour (35):**

Councillors Henry Batchelor, Paul Bearpark, Dr Shrobona Bhattacharya, Anna Bradnam, Ariel Cahn, Dr Martin Cahn, Sarah Cheung-Johnson, Graham Cone, Stephen Drew, Libby Earle, Sue Ellington, Peter Fane, Jose Hales, Bill Handley, Sunita Hansraj, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Pippa Heylings, James Hobro, Carla Hofman, Mark Howell, Helene Leeming, Daniel Lentell, Peter McDonald, Brian Milnes, Lina Nieto, Dr Lisa Redrup, Judith Rippeth, Peter Sandford, Richard Stobart, Susan van de Ven, Bunty Waters, Heather Williams and John Williams.

**Against (0)**

**Abstain (1):**

Councillor Dr Richard Williams.

Council **resolved** that Councillor Bridget Smith be elected as Leader of the Council for 2022 to 2026.

**9. Announcements**

The Chair announced that £1,016.22 had been raised for Centre 33 the Chair's nominated charity for 2021/22. A cheque was presented to Seamus Connolly, Director of Partnerships and Development at Centre 33. The Chair stated that

she would be announcing her nominated charity for 2022/23 shortly.

The Chair explained that in the future some Council meetings would be preceded by a period of reflection. Future details would be provided in due course.

The Chair stated that this year the country celebrated the 70<sup>th</sup> anniversary of the Queen's accession to the throne and Platinum Jubilee celebrations were being held in villages throughout the District.

The Leader congratulated all those elected and re-elected in the recent elections. She urged that they all worked together in the best interests of the District's residents.

The Leader praised the work of the members and officers which had resulted in the authority being recognised as an exemplar District Council. The organisation's response to the crisis in Ukraine exemplified this and she stated that this authority had issued more visas than any other District Council in the Country. She had spoken to Lord Richard Harrington the minister for refugees to ensure that the Council's experience could help to drive the national agenda. She thanked the 50 officers involved in this work and praised the Communications and Sustainable Communities Service Manager for co-ordinating this authority's efforts.

**10. Notification by Leader of the Council of the Membership of the Cabinet for 2022-23**

Council **noted** the Leader's appointment of the following councillors to Cabinet for 2022-23:

Leader: Councillor Bridget Smith

Deputy Leader: Councillor Judith Rippeth

Lead Cabinet Member for Housing: Councillor John Batchelor

Lead Cabinet Member for Communities: Councillor Bill Handley

Lead Cabinet Member for Planning: Councillor Dr Tumi Hawkins

Lead Cabinet Member for Environmental: Councillor Brian Milnes

Lead Cabinet Member for Economic Development: Councillor Peter McDonald

Lead Cabinet Member for Resources: Councillor John Williams

**11. Political Proportionality, Allocation of Seats on Committees and Other Appointments - 2022-23**

The Democratic Service Manager presented this report on political proportionality, allocation of seats on committees and other appointments. Council was also asked to ratify the reappointment of Grant Osborne and Gillian Holmes as the Council's Independent and Deputy Independent persons for a further year.

Councillor Bridget Smith proposed an amendment to increase the size of the Climate Change and Environment Advisory Committee from seven to ten. She proposed the recommendations in the report, with this amendment. Councillor Judith Rippeth seconded this recommendation and by affirmation

Council **agreed** the following allocation of seats on committees:

<b>Committee</b>	<b>Number of seats</b>	<b>Liberal Democrat</b>	<b>Conservative</b>
Audit and Corporate Governance Committee	7	<b>6</b> (5.756)	<b>1</b> (1.244)
Civic Affairs Committee	9	<b>7</b> (7.400)	<b>2</b> (1.600)
Employment and Staffing Committee	7	<b>6</b> (5.756)	<b>1</b> (1.244)
Licensing Committee	14	<b>12</b> (11.511)	<b>2</b> (2.489)
Planning Committee	11	<b>9</b> (9.044)	<b>2</b> (1.956)
Scrutiny and Overview Committee	14	<b>12</b> (11.511)	<b>2</b> (2.489)

<b>Committee</b>	<b>Number of seats</b>	<b>Liberal Democrat</b>	<b>Conservative</b>
Joint Development Control Committee	6	<b>5</b> (4.933)	<b>1</b> (1.067)
Climate Change and Environment Advisory Committee	7	<b>6</b> (5.756)	<b>1</b> (1.244)
Grants Advisory Committee	5	<b>4</b> (4.111)	<b>1</b> (0.889)

Council **received** the Group Leaders' nominations to seats on Committees  
**Ordinary committees**

#### **Audit and Corporate Governance Committee**

<b>Notes</b>	<b>Liberal Democrat</b>	<b>Conservative</b>
<b>7 members</b>  Cabinet members <b>may not</b> serve as committee members. Scrutiny and Overview Committee Chair may be a member but may	1.Michael Atkins 2.Peter Sandford 3.Jose Hales 4.Helene Leeming 5.Geoff Harvey 6.Richard Stobart	1. Heather Williams

not be Chair.		
	<b>Substitutes</b> 1. James Hobro 2. Lisa Redrup 3. Pippa Heylings 4. Stephen Drew	<b>Substitutes</b> 1. Mark Howell 2. Graham Cone 3. Sue Ellington 4. Richard Williams 5. Bunty Waters

### Civic Affairs Committee

Notes	Liberal Democrat	Conservative
<b>9 members</b>  Including the Chair of Council, as an ex officio member.  (Note that the Council will be appointing an Independent Person and deputy who are not on the Committee)	1. Anna Bradnam 2. Paul Bearpark 3. Bridget Smith 4. Aidan Van de Weyer 5. Henry Batchelor 6. Martin Cahn 7. Susan van de Ven	1. Heather Williams 2. Mark Howell
	<b>Substitutes</b> 1. Tumi Hawkins 2. Brian Milnes 3. Judith Rippeth 4. Michael Atkins	<b>Substitutes</b> 1. Graham Cone 2. Richard Williams 3. Sue Ellington 4. Bunty Waters 5. Lina Nieto

### Employment and Staffing Committee

Notes	Liberal Democrat	Conservative
<b>7 members</b>  Including at least one member from the Cabinet who shall normally be the Lead Cabinet Member with responsibility for staffing matters	1. Will Jackson-Wood 2. Sally Ann Hart 3. John Williams 4. Richard Stobart 5. Anna Bradnam 6. Sunita Hansraj	1. Mark Howell
	<b>Substitutes</b> 1. Peter Fane 2. Sarah Cheung-Johnson 3. Ariel Cahn	<b>Substitutes</b> 1. Heather Williams 2. Sue Ellington 3. Graham Cone 4. Bunty Waters 5. Shrobona Bhattacharya

### Licensing Committee

Notes	Liberal Democrat	Conservative
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<p><b>14 members</b></p> <p>The Lead Cabinet Member with responsibility for licensing may serve on this committee.</p>	<ol style="list-style-type: none"> <li>1. Anna Bradnam</li> <li>2. Annika Osborne</li> <li>3. Geoff Harvey</li> <li>4. Sally Ann Hart</li> <li>5. Peter Sandford</li> <li>6. Peter McDonald</li> <li>7. John Loveluck</li> <li>8. Jose Hales</li> <li>9. Brian Milnes</li> <li>10. Lisa Redrup</li> <li>11. Sunita Hansraj</li> <li>12. Corinne Garvie</li> </ol>	<ol style="list-style-type: none"> <li>1. Shrobona Bhattacharya</li> <li>2. Mark Howell</li> </ol>
	<p><b>Substitutes</b></p> <ol style="list-style-type: none"> <li>1. Peter Fane</li> <li>2. Carla Hofman</li> <li>3. Pippa Heylings</li> <li>4. Michael Atkins</li> <li>5. Stephen Drew</li> </ol>	<p><b>Substitutes</b></p> <ol style="list-style-type: none"> <li>1. Heather Williams</li> <li>2. Graham Cone</li> <li>3. Sue Ellington</li> <li>4. Bunty Waters</li> <li>5. Lina Nieto</li> </ol>

### Planning Committee

<b>Notes</b>	<b>Liberal Democrat</b>	<b>Conservative</b>
<p><b>11 members</b></p> <p>The Lead Cabinet Member with responsibility for Development Control <b>may</b> serve on this committee.</p>	<ol style="list-style-type: none"> <li>1. Henry Batchelor</li> <li>2. Peter Fane</li> <li>3. Peter Sandford</li> <li>4. Martin Cahn</li> <li>5. Tumi Hawkins</li> <li>6. Geoff Harvey</li> <li>7. Ariel Cahn</li> <li>8. Will Jackson-Wood</li> <li>9. Bill Handley</li> </ol>	<ol style="list-style-type: none"> <li>1. Heather Williams</li> <li>2. Richard Williams</li> </ol>
	<p><b>Substitutes</b></p> <ol style="list-style-type: none"> <li>1. Anna Bradnam</li> <li>2. Brian Milnes</li> <li>3. Richard Stobart</li> <li>4. Paul Bearpark</li> <li>5. Helene Leeming</li> </ol>	<p><b>Substitutes</b></p> <ol style="list-style-type: none"> <li>1. Graham Cone</li> <li>2. Sue Ellington</li> <li>3. Mark Howell</li> <li>4. Bunty Waters</li> <li>5. Shrobona Bhattacharaya</li> </ol>

### Scrutiny and Overview Committee

<b>Notes</b>	<b>Liberal Democrat</b>	<b>Conservative</b>
<p><b>14 members</b></p>	<ol style="list-style-type: none"> <li>1. Stephen Drew</li> <li>2. Richard Stobart</li> <li>3. John Loveluck</li> <li>4. Sally Ann Hart</li> <li>5. Aiden Van de Weyer</li> <li>6. Anna Bradnam</li> <li>7. Helene Leeming</li> <li>8. Martin Cahn</li> </ol>	<ol style="list-style-type: none"> <li>1. Graham Cone</li> <li>2. Sue Ellington</li> </ol>

	9.Libby Earle 10.James Hobro 11.Peter Fane 12.Sunita Hansraj	
	<b>Substitutes</b> 1.Annika Osborne 2.Peter Sandford 3.Carla Hofman 4.Lisa Redrup 5.Will Jackson-Wood	<b>Substitutes</b> 1. Richard Williams 2. Heather Williams 3. Bunty Waters 4. Mark Howell 5. Lina Nieto

### Joint Committees

#### Joint Development Control Committee

Notes	Liberal Democrat	Conservative
<b>6 members</b>  +1 spokesperson from amongst total membership.	1.Richard Stobart 2.Ann Bradnam+ 3.Tumi Hawkins 4.Peter Fane 5.Martin Cahn	1.Richard Williams
	<b>Substitutes</b> 1.John Williams 2.Corinne Garvie	<b>Substitutes</b> 1. Heather Williams 2. Graham Coe

#### Joint Local Plan Advisory Group

Notes	Liberal Democrat	Conservative
<b>3 members</b>	1.Tumi Hawkins 2.Aidan Van de Weyer	1.Richard Williams

### Advisory Committees

#### Climate Change and Environment Advisory Committee

Notes	Liberal Democrat	Conservative
<b>The number of members is proposed to be increased from 7 to 10</b>	1.Pippa Heylings 2.Geoff Harvey 3.Martin Cahn 4.John Loveluck 5.Paul Bearpark 6.Lisa Redrup 7.Ariel Cahn 8.Peter Sandford	1. Shrobona Bhattacharya 2. Bunty Waters
	<b>Substitutes</b> 1.Stephen Drew 2.Tumi Hawkins	<b>Substitutes</b> 1. Graham Cone 2. Heather Williams 3. Richard Williams 4. Lina Nieto

		5. Sue Ellington
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### Grants Advisory Committee

Notes	Liberal Democrat	Conservative
<b>5 members</b>	1. Jose Hales 2. Dan Lentell 3. Bill Handley 4. Judith Rippeth	1. Sue Ellington
	<b>Substitutes</b> 1. Sunita Hansraj 2. Peter McDonald	<b>Substitutes</b> 1. Heather Williams 2. Graham Cone 3. Mark Howell 4. Bunty Waters 5. Shrobona Bhattacharya

Council **agreed** to appoint the Chairs and Vice Chairs of the following Committees:

Committee	Chair	Vice-Chair
Audit and Corporate Governance	Michael Atkins	Peter Sandford
Civic Affairs	Anna Bradnam	Paul Bearpark
Employment and Staffing	Will Jackson-Wood	Sally Ann Hart
Licensing	Anna Bradnam	Annika Osborne
Planning	Henry Batchelor	Peter Fane
Scrutiny and Overview	Stephen Drew	Graham Cone
Grants Advisory	Jose Hales	Dan Lentell
Climate Change and Environment Advisory	Pippa Heylings	Geoff Harvey (Climate)  Martin Cahn (Nature)

Council **agreed** to reappoint Grant Osborne and Gillian Holmes as the Council's Independent and Deputy Independent persons for a further year.

## 12. Appointments to Cambridgeshire and Peterborough Combined Authority



The Chair proposed and the Vice Chair seconded the recommendations in the report. A vote was taken and by affirmation

Council **agreed** to make the following appointments to the Cambridgeshire and Peterborough Combined Authority:

<b>Appointment</b>	<b>Member(s) nominated</b>
Combined Authority	Bridget Smith Substitute: Brian Milnes
Combined Authority Overview and Scrutiny Committee	1 Aidan Van de Weyer 2 Geoff Harvey Substitute: Peter Fane
Combined Authority Audit and Governance Committee	1 Geoff Harvey Substitute: Michael Atkins

### 13. **Appointments to Outside Bodies**

The Leader introduced this item on that appointment of the Council's representatives on Outside Bodies. She explained that the nomination for Cambridgeshire Police and Crime Panel was Councillor Sally Ann Hart and not former councillor Claire Daunton, as listed in the agenda.

The Chair proposed and the Vice Chair seconded the recommendations in the report, as amended, and by affirmation

Council **agreed** to appoint Councillors to the following Outside Bodies:

<b>Name</b>	<b>Representative(s)</b>
Adults and Health Committee	1. Corinne Garvie Sub: Alex Malyon
Bassingbourn Village College Centre Management Committee	Susan Van de Ven
Cambridge & District Citizens' Advice Bureaux Management Committee Trustee Board	John Loveluck
Cambridge Airport Consultative Committee	John Williams
Cambridgeshire & Peterborough Waste Partnership	Brian Milnes Sub: Peter Fane
Cambridgeshire and District Blue Plaque Scheme	Corinne Garvie
Cambridgeshire Community Covenant Board	Jose Hales
Cambridgeshire Horizons Board	John Williams
Cambridgeshire Police and Crime	1. Sally Ann Hart

Panel (Must be a Liberal Democrat)	Sub: Anna Bradnam
Carers Trust Cambridgeshire	Pippa Heylings
Comberton Village College Governing Body Sub-Committee	Lisa Redrup
Conservators of the River Cam	Peter Fane
County Advisory Group on Archives & Local Studies	Martin Cahn
East West Rail Consortium	Tumi Hawkins Richard Stobart
Emmaus Cambridge Community	Tumi Hawkins
Ermine Street Housing Ltd	1. Peter Sandford 2. James Hobro
Farmland Museum Trustees	Anna Bradnam
Greater Cambridge Partnership Executive Board	Bridget Smith Sub: Brian Milnes
Local Access Forum Note: this is a statutory group administered by Cambridgeshire County Council which liaises with groups interested in footpaths, bridleways and access to the countryside.	Martin Cahn
Natural Cambridgeshire	Pippa Heylings
Needingworth Quarry Liaison Committee	Bill Handley
North Herts & District Citizens Advice Bureau	Jose Hales
Old West Internal Drainage Board	1. Bill Handley 2. John Loveluck 3. Annika Osborne
Over & Willingham Internal Drainage Board	Bill Handley
Responsive Repairs Partnership Management Board	1. John Loveluck 2. Jose Hales 3. Martin Cahn
Sawston Patient Reference Group	Libby Earle
Shire Homes Lettings	Peter Fane

Shifting Offered Furniture Around (SOFA)	Peter Fane
South Cambridgeshire Investment Partnership	TBA
South Cambridgeshire Partnership Projects	TBA
Swaffham Internal Drainage Board	John Loveluck
Swavesey Byeways Advisory Committee	1. Sue Ellington 2. Tumi Hawkins
Swavesey Internal Drainage Board	1. Bill Handley 2. John Loveluck
Swavesey Village College Community Committee	Sue Ellington
Waterbeach Level Internal Drainage Board	1. Anna Bradnam 2. John Loveluck

It was noted that the Council was no longer required to send a representative to either the Cambridgeshire and Peterborough Association of Local Council or the Conservators of the River Cam.

Councillor Shrobona Bhattacharya expressed her concern that there were no outside bodies relating to Cambourne. The Chief Executive replied that this was the list of outside bodies and officers carried out a lot of work relating to Cambourne.

Council **noted** the following appointments made by the Leader

<b>Name</b>	<b>Representative(s)</b>
East of England Local Government Association	1. Brian Milnes Sub: Bridget Smith
Greater Cambridge Partnership Joint Assembly  (1 Conservative and 2 Liberal Democrats)	1. Paul Bearpark 2. Annika Osbourne 3. Heather Williams
Joint Local Plan Advisory Group (1 Conservative and 2 Liberal Democrats)	1. Tumi Hawkins 2. Aidan Van de Weyer 3. Richard Williams
South Cambridgeshire Community Safety Partnership	1. Helene Leeming 2. Sally Ann Hart Sub: Jose Hales
Greater Cambridge Living Well Partnership	Sunita Hansraj
<b>Cambridgeshire and Peterborough Combined Authority (CPCA) Executive Committees</b>	
CPCA Employment Committee	Bridget Smith Sub: Judith Rippeth

CPCA Housing Committee	John Batchelor Sub: Bridget Smith
CPCA Skills Committee	Peter McDonald Sub: Bridget Smith
CPCA Transport and Infrastructure Committee	Peter McDonald Sub: Bridget Smith

#### 14. **Designation of Scrutiny and Overview Committee as crime and disorder committee**

The Chair proposed and the Vice Chair seconded the recommendation in the agenda and by affirmation, Council **agreed** to designate the Council's Scrutiny and Overview Committee as its crime and disorder committee in accordance with sections 19 and 20 of the Police and Justice Act 2006.

#### 15. **Scheme of Delegation**

The Chair introduced this item that invited the Council to agree the scheme of delegation of Council functions as set out in Table 3, Part 3 of the Constitution. It was noted that the proposed size of the Climate and Environment Advisory Committee had been increased from 7 members to 10.

The Chair proposed voting on the Planning scheme of delegation at Part 3, Table 5 separately. The Vice Chair seconded this proposal, which was agreed by affirmation.

The Chair proposed and the Vice Chair seconded the recommendation and by affirmation Council **agreed** the scheme of delegation of Council functions as set out in Part 3, Table 3 of the Constitution.

Councillor Heather Williams thanked the Chair for agreeing to take the Planning scheme of delegation separately as it was important to have agreement where possible but on this matter this was not possible.

The Chair proposed and the Vice Chair seconded the recommendation, a vote was taken and votes were cast as follows

##### **In favour (31):**

Councillors Henry Batchelor, John Batchelor, Paul Bearpark, Anna Bradnam, Ariel Cahn, Dr Martin Cahn, Sarah Cheung-Johnson, Stephen Drew, Libby Earle, Peter Fane, Jose Hales, Bill Handley, Sunita Hansraj, Sally Ann Hart, Geoff Harvey, Dr Tumi Hawkins, Pippa Heylings, James Hobro, Carla Hofman, Helene Leeming, Daniel Lentell, Peter McDonald, Brian Milnes, Dr Lisa Redrup, Judith Rippeth, Peter Sandford, Bridget Smith, Richard Stobart, Susan van de Ven, Aidan van de Weyer and John Williams.

##### **Against (7):**

Dr Shrobona Bhattacharya, Graham Cone, Sue Ellington, Lina Nieto, Bunty

Waters, Heather Williams and Dr Richard Williams.

**Not voted (1):**

Councillor Mark Howell.

Council **agreed** the Planning scheme of delegation at Part 3, Table 5.

**16. Scrutiny and Overview Committee Annual Report 2021-22**

As Vice Chair of the Scrutiny and Overview Committee 2021-22 Councillor Judith Rippeth presented this annual report. Councillor Rippeth praised the work of the outgoing Chair, Councillor Grenville Chamberlain who had just retired as a councillor. She also thanked the members of the Committee and the supporting officers for their work during 2021-22.

Council **noted** the Scrutiny and Overview Committee Annual report 2021-22.

**17. Civic Affairs Committee Annual Report 2021-22**

Councillor Anna Bradnam presented this report on the work of the Civic Affairs Committee over the past year, as the Chair of the Committee. She noted the report author was Patrick Adams and that the Committee had met three times.

Council **noted** the Civic Affairs Committee Annual Report 2021-22.

**18. Leader of the Opposition's Annual Statement**

Councillor Heather Williams, Leader of the Opposition, congratulated all councillors elected this month and welcomed those newly elected members to their first Council meeting and advised them that the work was both challenging and rewarding.

She explained that over the last 12 months the administration and opposition had agreed on matters such as action on climate change and housing Ukrainian refugees. They had disagreed over matters such as how best to spend taxpayers' money and the congestion charge. Future challenges included the Local Plan, the Cambridge South East Transport Phase 2 and the Cambourne to Cambridge Better Public Transport Project.

Councillor Heather Williams expressed her sadness at the untimely deaths of James Brokenshire MP and Sir David Amess MP. She was also sorry to hear of the death of Roger Hall, former district councillor for Bar Hill. Her thoughts were with his widow Jo and their family.

Councillor Heather Williams concluded that the role of the Opposition was to represent its residents, agree with the administration where it could but to be unafraid of opposing it when necessary.

**19. Constitution Amendments**

The Monitoring Officer presented this report which requested that Council agree minor changes to the Constitution, as set out in Appendix A to the report. The Monitoring Officer took members through each of the proposed changes. The Chair proposed and Councillor Peter McDonald seconded the recommendation and by affirmation:

Council **agreed** to adopt the changes to the Constitution as outlined in Appendix A to the report and authorised the Chief Executive to make the necessary changes to the constitution.

**20. Cambridgeshire and Peterborough Combined Authority**

Council **noted** the Cambridgeshire and Peterborough Combined Authority report.

**21. Write of Off Outstanding Debt 2021-22**

Councillor John Williams, Lead Cabinet Member for Finance, introduced this report notifying Council of the debts than had been written off last year. He drew members' attention to paragraph 14 of the report and noted it was sad to see a South Cambridgeshire business going into liquidation and in this particular occasion it owed the Council a total of £110,000. He congratulated officers in achieving the highest collection rates for both Council Tax and Business Rates in the Country in the previous year (2020-21) in difficult circumstances.

Council **noted** the report.

**22. Chair's Engagements**

Council **noted** that the Chair had attended the awarding of a blue plaque in March but had not attended the two events listed on the agenda during May.

**23. Dates of Council meetings 2022-23**

The Council **noted** the dates of its meetings for the following year.

Council **agreed** to authorise the Chief Executive to move the date of the Planning Committee meeting on 15 June to 16 June, and to move the date of the Civic Affairs Committee meeting on 16 June to 15 June 2022.

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**The Meeting ended at 3.05 p.m.**

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