



6 March 2024

To: Chair – Councillor Peter Fane  
Vice-Chair – Councillor Paul Bearpark  
Members of the Civic Affairs Committee – Councillors Henry Batchelor,  
Dr. Martin Cahn, Lina Nieto, Bridget Smith, Dr Susan van de Ven,  
Dr. Aidan Van de Weyer and Heather Williams

Quorum: 3

Substitutes: Councillors Graham Cone, Dr. Richard Williams, Sue Ellington,  
Bunty Waters, Mark Howell, Dr. Tumi Hawkins, Brian Milnes and  
Michael Atkins

Dear Councillor

You are invited to attend the next meeting of **Civic Affairs Committee**, which will be held in **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Thursday, 14 March 2024 at 10.00 a.m.**

Yours faithfully  
**Liz Watts**  
Chief Executive

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## Agenda

	<b>Pages</b>
<b>1. Apologies for Absence</b> To receive Apologies for Absence from Committee members.	
<b>2. Declarations of Interest</b>	
<b>3. Minutes of Previous Meeting</b> To authorise the Chairman to sign the Minutes of the meeting held on 14 December 2023 as a correct record.	<b>3 - 6</b>
<b>4. Public Questions</b> If you would like to ask a question or make a statement, then please refer to the <a href="#">Document called Public Speaking Scheme (Physical Meetings)</a> and contact Democratic Services by no later than 11.59pm three clear working days before the meeting.	
<b>5. Update on Code of Conduct Complaints and Annual Summary</b>	<b>7 - 10</b>

**The Council is committed to improving access to its agendas and minutes for all members of the community. We try to take all circumstances into account, but if you have any specific needs we will do what we can to help you. Please contact Democratic Services on 01954 713 000 or email [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk).**

**Further information for members of the public can be found at the below link.**  
[Link to further information for members of the public attending South Cambridgeshire District Council meetings.](#)

**If you wish to ask a question or make a statement at a meeting, please refer to the Public Speaking Scheme at the below link.**  
[Link to the Public Speaking Scheme](#)

**Further information for Councillors**  
[Declarations of Interest – Link to Declarations of Interest - Information for Councillors](#)

Councillors are reminded that Democratic Services must be advised of substitutions in advance of meetings. It is not possible to accept a substitute once the meeting has started.