

**COUNCILLORS' BULLETIN
30 MARCH 2005**

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**South
Cambridgeshire
District Council**

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**COMMITTEE MEETINGS FROM:
4 April to 8 April 2005**

				Contact
Mon 4 Apr	10 am	Site Visits		Elaine Sargent
	2 pm	Development and Conservation Control Committee Chairman's Briefing	Swansley Room	Elaine Sargent
Tue 5 Apr	10 am	South Cambs Magazine Editorial Panel	Swansley Room	Sally Carroll
	2 pm	Cambridge East Member Reference Group	Swansley Room	Carol Tyrrell
Wed 6 Apr	10 am	Development and Conservation Control Committee	Council Chamber	Ian Senior
Thu 7 Apr				
Fri 8 Apr	9.30 am	Special Council LDF: Cambridge Southern Fringe – RESCHEDULED: now on Thursday 21 April 2005 at 9.30 am in the Council Chamber.		
	10 am	Community Development Portfolio Holder	Monkfield Room	Bridget Fairley

PROSPECTIVE PARLIAMENTARY CANDIDATES AND SHELTERED HOUSING SCHEMES

Do you have a sheltered housing scheme in your village? An agent, acting on behalf of a prospective parliamentary candidate, has contacted the Council trying to obtain a list of Scheme Managers' phone numbers to tell them that they would be canvassing and calling at the sheltered scheme. The agent said that a District Councillor had given Council officers' contact information to enable this. ***The Council must remain politically neutral during the election campaigns: candidates cannot use the sheltered schemes or their communal rooms for electioneering purposes.*** Staff had been advised of this: please do not put them in an difficult position by giving out Scheme Managers' or other officers' contact information for electioneering purposes.

HOUSING OPTIONS APPRAISAL – CONSULTATION TIMETABLE

Consultation on the housing options appraisal with tenants will take place between 4th and 15th April at venues throughout the district. These will include coffee mornings at sheltered housing schemes, 'drop-in' sessions at housing surgeries and at central locations in other villages. Volunteers from the housing department and tenant reps will be door knocking during these sessions to inform and direct tenants to the Independent Tenant Advisor (ITA) who will be able to provide independent and impartial advice. We will also be holding 3 evening meetings with existing residents groups. There will be display boards and fact sheets available at all sessions.

Sheltered housing scheme tenants have been informed of the coffee mornings by separate invitations and all tenants will receive information about the consultation programme via the third newsletter being posted out for the 2nd April. As soon as these are available they will be forwarded on to Members.

If Members have any queries from tenants please direct them to a consultation event near to them or advise them to contact the ITA on the free-phone number 0800 019 2262.

Timetable for second phase of consultation – 4th April to 15th April

DATE	TIME	VENUE	WHAT'S HAPPENING	STAFF REQUIRED
Monday 4 th April	AM: 09:45 – 10:45	Bassingbourn at The Limes	Coffee morning with sheltered tenants from The Limes, Knutsford Road & Arrington 78	ITA, TPO, sheltered staff
	11:30	Bassingbourn at	Coffee morning	ITA, TPO,

	– 12:30	The Limes	with sheltered tenants from Meldreth & Orwell 80	sheltered staff
	PM: 15:00 – 18:30	Gamlingay – community centre	Display boards – ‘drop-in’ session + door knocking 105 + 67	ITA, TPO, tenant reps + volunteers
Tuesday 5 th April	AM: 09:45 – 10:45	Stapleford at Cox’s Close	Coffee morning with sheltered tenants from Stapleford & Great Shelford 76	ITA, TPO, sheltered staff
	11:30 – 12:30	Stapleford at Cox’s Close	Coffee morning with sheltered tenants from Grantchester & Harston 85	ITA, TPO, sheltered staff
	PM 14:00 – 17:00	Duxford – communal room, Laceys Way	Display boards – ‘drop-in’ session + door knocking 101	ITA, TPO, tenant reps + volunteers
	19:30 – 21:00	Waterbeach residents’ group	Waddelow’s road, communal room Denson Close	ITA, TPO, tenant rep + NHM
Wednesday 6 th April	AM: 10:00 – 12:00	Willingham surgery – Baptist church	Display boards – ‘drop-in’ session	ITA, TPO – officer at surgery
	PM: 13:30 – 18:00	Linton social centre, Coles Lane – (housing surgery 13:30 – 15:30)	Display boards – ‘drop-in’ session + door knocking 229	ITA, TPO, officer at surgery, tenant reps + volunteers
Thursday 7 th April	AM: 10:00 – 11:00	Impington at Homefield Close	Coffee morning with sheltered tenants from Impington (44) & part Histon	ITA, TPO, sheltered staff
	11:30 – 12:30	Impington at Homefield Close	Histon 84 Coffee morning with sheltered tenants from part Histon & Girton (68)	ITA, TPO, sheltered staff
	PM: 14:00 – 17:00	St Andrew’s Church Hall, School Hill, Histon	Display boards – ‘drop-in’ session + door knocking 89 + 114	ITA, TPO, tenant reps + volunteers
Friday 8 th April	AM: 09:45 – 10:45	Longstanton at The Dale	Coffee morning for sheltered tenants from Longstanton & Over 67	ITA, TPO, sheltered staff

	11:30 – 12:30 PM: 14:00 – 17:00	Longstanton at The Dale	Coffee morning for sheltered tenants from Willingham & Swavesey 86	ITA, TPO, sheltered staff
Monday 11 th April	AM: 09:45 – 10:45	Bourn at Hall Close	Coffee morning with sheltered tenants from Bourn & Papworth 53	ITA, TPO, sheltered staff
	11:30 – 12:30	Bourn at Hall Close	Coffee morning with sheltered tenants from Comberton, Barton & Haslingfield 74	ITA, TPO, sheltered staff
	PM: 14:00 – 15:00	Melbourn – John Impey way communal room	Afternoon tea vicarage & John Impey – sheltered 53	ITA, TPO, sheltered staff
	15:30 – 19:00	Melbourn – John Impey way communal room	Display boards & 'drop-in' session + door knocking 236	ITA, TPO, tenant reps + volunteers
Tuesday 12 th April	AM: 09:45 – 10:45	Balsham at Mays Ave	Coffee morning with sheltered tenants from Balsham 38	ITA, TPO, sheltered staff
	11:30 – 12:30	Balsham at Mays Ave	Coffee morning with sheltered tenants from Fulbourn (57) & Linton (49)	ITA, TPO, sheltered staff
	PM: 14:00 – 17:00	Great Shelford – memorial hall	Display boards – 'drop-in' session + door knocking 231	ITA, TPO, tenant reps + volunteers
	19:30 – 21:00	Linton – communal room, Chalklands	Residents' evening meeting	ITA, TPO, tenant rep + NHM
Wednesday 13 th April	AM: 09:45 – 10:45	Franklin Gardens, Cottenham	Coffee morning with sheltered tenants from Stevens Close	ITA, TPO, sheltered staff
	11:30 – 12:30	Franklin Gardens, Cottenham	Coffee morning with sheltered tenants from Coolidge & Franklin Gardens	ITA, TPO, sheltered staff
	PM	Cottenham	3 groups – joint	ITA, TPO,

	19:30 – 21:00	residents' groups	meeting	NHM & tenant rep
Thursday 14 th April	10:00 - 16:00	Sawston surgery – Chapelfield Way	Display boards – 'drop-in' session + (door knocking?)	ITA, TPO, officer at surgery, (tenant reps + volunteers)
Friday 15 th April	AM: 09:45 – 10:45 11:30 – 12:30	Sawston at Green Road Sawston at Green Road	Coffee morning with sheltered tenants from all Sawston schemes Coffee morning with sheltered tenants from Whittlesford & Duxford	ITA, TPO, sheltered staff ITA, TPO, sheltered staff

DEMOCRATIC SERVICES STAFFING NEWS

Katrina Perry joined the Democratic Services team on 29th March 2005. Her main focus will be meetings of the Licensing Committee (2003 Act) and she will likely take over some of Holly's duties. Please stop by and introduce yourselves the next time you're in the Council office.

2004/05 EXPENSE CLAIM DEADLINE FOUR WEEKS AWAY

The deadline for all 2004/05 expense claims is four weeks away. Under the current Members' Allowance Scheme, expenses will be paid for the current Council year only and all expense claims for that time must be received within one month of the year-end: by **30 April 2005 (a Saturday, so please submit all claims by Friday 29 April 2005)**. Any expense claims for the 2004/05 municipal year received after 30 April 2005 will not be paid. Expense claims received on or before 13 April 2005 will be paid at the end of April; claims between 14 and 30 April 2005 inclusive will be paid at the end of May.

Expense claim forms are available in the Members' Lounge or can be downloaded from the Members' Information section of the Intranet. Please remember to sign and date your expense claims and to clearly print your name and address at the top.

SMOKE-FREE SOUTH CAMBRIDGESHIRE ADVISORY GROUP – VOLUNTEERS SOUGHT

The Environmental Health Portfolio Holder has agreed to establish an Advisory Group to consider the complex issues surrounding tobacco control, smoking and second-hand smoke, and to outline the possible role the Council could or should play in a wider "Smoke-Free South Cambridgeshire". This task-and-finish group will bring a report to the Scrutiny and Overview Committee and make recommendations to the Portfolio Holder and Cabinet. A detailed report on the background to this issue can be found on the modern.gov Intranet site under the agenda for the Environmental Health Portfolio Holder meeting of 3 March 2005.

If you would like to volunteer to serve on the Advisory Group, please contact Holly Adams on 01954 713030 or e-mail holly.adams@scams.gov.uk before Monday 4 April. Cabinet will make appointments on 14 April 2005.

CALL IN ARRANGEMENTS

The Chairman of the Scrutiny and Overview Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The Democratic Services Manager must be notified of any call in by **Wednesday 6 April 2005 at 5 pm**. All decisions not called in by this date may be implemented on **Thursday 7 April 2005**.

Any member considering calling in a decision made by Cabinet is requested to contact the Democratic Services Section to determine whether any relevant amendments have been incorporated.

The call in procedure is set out in full in Part 4 of the Council's Constitution, 'Scrutiny and Overview Committee Procedure Rules', paragraph 12.

DECISIONS MADE BY THE COMMUNITY DEVELOPMENT PORTFOLIO HOLDER

Subject	Decision	Reasons
Cambridgeshire ACRE	To award a grant of £6,139 to Cambridgeshire ACRE to employ a Parish Plans Officer.	To support the development of Parish Plans which enable Parish Councils to consult with their communities about priorities for the future.
Connexions / Travellers Education Unit	To award a grant of £3,000 to Connexions / Travellers Education Unit to fund a Travellers Education Project (CS02).	The project will enable travellers to learn new skills which can be passed onto future generations.

DECISIONS MADE BY OFFICERS AND REPORTED FOR INFORMATION

Community Development Manager

Applicant	Decision and Reasons
Cambridge Council for Voluntary Service	Awarded Grant to Voluntary Organisation of £1,680 to support the development of a compact between SCDC and voluntary organisations in Cambridge City and South Cambridgeshire. The grant will enable a more equal partnership to develop between the organisations.
Cambourne Youth Partnership	Awarded Community Development Grant CD12 of £1,104 for outreach workers to provide diversionary activities and access to advice and information for young people in Cambourne. Young people in Cambourne will have 'something to do' instead of just hanging about during evenings and school holidays, leading to a reduction in minor anti-social behaviour incidents.

Cultural Services Manager

Applicant	Decision and Reasons
Castle Camps Village Hall	Awarded Community Facility Grant (CF12) of £1,000 to provide an access pathway across Castle Camps village hall car park. The path will provide easier pedestrian access for the elderly, disabled and children.