

## **South Cambridgeshire District Council**

Minutes of a meeting of the Civic Affairs Committee held on  
Thursday, 2 March 2023 at 10.00 a.m.

PRESENT: Councillor Anna Bradnam – Chair  
Councillor Paul Bearpark – Vice-Chair

Councillors: Henry Batchelor Dr. Martin Cahn  
Mark Howell Dr Susan van de Ven  
Heather Williams

Officers: Patrick Adams Senior Democratic Services Officer  
Rory McKenna Monitoring Officer

Councillor Cllr Brian Milnes was in attendance remotely.

### **1. Apologies for Absence**

Apologies for Absence were received from Councillor Bridget Smith and Councillor Dr Aidan Van de Weyer.

### **2. Declarations of Interest**

Councillors Paul Bearpark, Anna Bradnam, Mark Howell and Heather Williams all declared an interest in agenda item 5 as it was possible that they knew the members of Waterbeach Parish Council who were the subject of complaints mentioned in the report.

### **3. Minutes of Previous Meeting**

The minutes of the meeting held on 8 December 2022 were agreed as a correct record.

### **4. Assistants for Political Groups**

The Monitoring Officer presented this report, which proposed that the Committee recommend that Council amend the Constitution to allow for the appointment of political assistants.

It was noted that the proposed constitutional amendment allowed the Council to appoint political assistants. To actually appoint political assistants would require a separate decision. It was understood that if a political assistant resigned the post would still remain.

Councillor Dr Susan van de Ven proposed and Councillor Heather Williams seconded the recommendation in the report. A vote was taken and by affirmation

The Committee

**Recommended that Council** Amend the Constitution to allow for the appointment of Political Assistants.

**5. Update on Code of Conduct Complaints**

The Monitoring Officer reported that an independent investigator, who was a barrister, with Code of Conduct experience, had investigated complaints made against members of Waterbeach Parish Council and decided not to uphold the complaints. After consultation, the Deputy Independent Person had agreed with the investigator's decision.

On the South Cambridgeshire District Council member complaint, the Deputy Monitoring Officer, after consulting with the Independent Person, decided not to investigate the complaint as it did not merit a formal investigation as there had been no breach of the Code of Conduct.

The Committee **noted** the report.

**6. Date of Next Meeting**

Councillor Anna Bradnam thanked the Monitoring Officer for all his work in supporting the Committee and wished him well in his new position. Councillor Brian Milnes thanked Councillor Bradnam for her work as Chair of the Committee.

It was noted that the next meeting would be held on Tuesday 4 July 2023 at 10 am.

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**The Meeting ended at 10.20 a.m.**

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