

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Council held on
Thursday, 5 June 2014 at 2.00 p.m.

PRESENT: Councillor David Bard – Chairman
Councillor Sue Ellington – Vice-Chairman

Councillors: Richard Barrett, Val Barrett, Henry Batchelor, Anna Bradnam, Francis Burkitt, Brian Burling, Tom Bygott, Nigel Cathcart, Jonathan Chatfield, Pippa Corney, Kevin Cuffley, Neil Davies, Simon Edwards, Alison Elcox, Andrew Fraser, Jose Hales, Roger Hall, Lynda Harford, Philippa Hart, Tumi Hawkins, Roger Hickford, James Hockney, Mark Howell, Peter Johnson, Sebastian Kindersley, Douglas de Lacey, Janet Lockwood, Ray Manning, Mick Martin, David McCraith, Cicely Murfitt, Tony Orgee, Robin Page, Alex Riley, Neil Scarr, Tim Scott, Bridget Smith, Hazel Smith, Jim Stewart, Edd Stonham, Peter Topping, Robert Turner, Bunty Waters, Aidan Van de Weyer, John Williams and Nick Wright

Officers:	Alex Colyer	Executive Director, Corporate Services
	Jean Hunter	Chief Executive
	Fiona McMillan	Legal & Democratic Services Manager and Monitoring Officer
	Graham Watts	Democratic Services Team Leader

Apologies for absence were received from Councillors Caroline Hunt, Mervyn Loynes, Raymond Matthews, David Morgan, Charles Nightingale, Deborah Roberts, Ben Shelton, David Whiteman-Downes and Tim Wotherspoon.

1. ELECTION OF CHAIRMAN OF THE COUNCIL 2014/15

The Chief Executive invited nominations for the election of Chairman of the Council for the 2014/15 civic year.

On the nomination of Councillor Ray Manning, seconded by Councillor Bridget Smith and there being no further nominations, Council **RESOLVED** that Councillor David Bard be elected Chairman of the Council for the 2014/15 civic year.

Councillor Bard signed the acceptance of office.

2. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL 2014/15

The Chairman invited nominations for the appointment of Vice-Chairman of the Council for the 2014/15 civic year.

On the nomination of Councillor Ray Manning, seconded by Councillor Bridget Smith and there being no further nominations, Council **RESOLVED** that Councillor Sue Ellington be appointed as Vice-Chairman of the Council for the 2014/15 civic year.

Councillor Ellington signed the acceptance of office.

3. DECLARATIONS OF INTEREST

No declarations were made at this stage of proceedings.

4. REGISTER OF INTERESTS

The Chairman reminded Members that they needed to update their register of interests whenever their circumstances changed.

5. MINUTES

The minutes of the meeting held on 24 April 2014 were confirmed and signed by the Chairman as a correct record.

6. REPORT OF THE RETURNING OFFICER

The Returning Officer's report was **NOTED** and Councillors Henry Batchelor, Anna Bradnam, Philippa Hart and David Morgan were welcomed to the Council. The Chairman also congratulated all returning Councillors who were re-elected.

Councillor Bridget Smith, Leader of the Opposition, paid tribute to Susan van de Ven, Mark Hersom and Trisha Bear as outgoing Members from her group and the Chairman added his thanks for their service to the Council.

Councillor Simon Edwards, Deputy Leader and Portfolio Holder for Finance and Staffing, took this opportunity to thank the Returning Officer and the Elections Team for their fantastic work as part of the recent local and European elections, and stated that he was very pleased with their performance.

7. ANNOUNCEMENTS

Councillor Ray Manning, Leader of the Council, reported the following changes to Cabinet Portfolios:

- Councillor Pippa Corney was now the Portfolio Holder for 'Planning';
- Councillor Tim Wotherspoon was now the Portfolio Holder for 'Strategic Planning and Transportation';
- Councillor Nick Wright was now the Portfolio Holder for 'Economic Development'.

A comprehensive list of the roles and responsibilities for each Portfolio Holder would be circulated to all Members in due course.

Councillor David Bard, Chairman of the Council, took this opportunity to highlight that volunteers were still required to assist with the Park Life event scheduled to be held on 28 June 2014.

8. QUESTIONS FROM THE PUBLIC

No questions from the public had been received.

9. PETITIONS

No petitions had been received.

10. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:**10 (a) South Cambs Ltd: Appointment of Director (Cabinet 8 May 2014)**

Councillor Mark Howell, Portfolio Holder for Housing, proposed the recommendation by Cabinet to approve the re-appointment of Stephen Hills as Director of South Cambs Ltd for a further 12 months. The proposal was seconded by Councillor Ray Manning, Leader of the Council.

Council unanimously **APPROVED** the re-appointment of Stephen Hills as Director of South Cambs Ltd for a further 12 months alongside his role as Director of Housing for the Council.

11. ESTABLISHMENT OF COMMITTEES, ALLOCATION OF SEATS AND APPOINTMENTS FOR 2014/15

Councillor Ray Manning, Leader of the Council, presented a report on the establishment of committees, allocation of seats on committees, the appointment of members and substitute members to committees and the appointment of committee Chairmen and Vice-Chairmen. He proposed that Council approved:

- (a) The allocation of seats on committees, as set out in Appendix A of the report.
- (b) The nominations of the political group leaders to seats on committees, as set out in Appendix B.

Councillor Bridget Smith moved an amendment to add Councillor Philippa Hart as a substitute member on the Planning Committee and Northstowe Joint Development Control Committee and Johnathan Chatfield as a substitute member on the Northstowe Transport Working Group. Councillor Ray Manning, as mover of the original proposal, accepted these amendments.

Council unanimously **APPROVED**:

- (a) The allocation of seats on committees and joint bodies, as follows:

Committee	No. of seats	Conservatives	Liberal Democrats	Independents
Civic Affairs	13	8	3	2
Corporate Governance	8	5	2	1
Employment	8	5	2	1
Licensing	15	9	4	2
Planning	13	9	3	1
Partnerships Review	9	6	2	1
Scrutiny and Overview	9	6	2	1
Total	75	48	18	9

Joint Committee	No. of seats	Conservatives	Liberal Democrats	Independents
Joint Development Control – Cambridge Fringes	6	4	1	1
Northstowe Joint Development Control	6	4	1	1

- (b) The nominations of the political group leaders to seats on committees and joint bodies, as set out below:

Civic Affairs Committee

Conservatives	Liberal Democrats	Independent Group	Non-Group
David Bard	Sebastian Kindersley	Douglas de Lacey	Nigel Cathcart
Kevin Cuffley	Bridget Smith	Deborah Roberts	<i>(Seat offered by the</i>
Simon Edwards	Jim Stewart		<i>Conservatives)</i>
Alison Elcox			
Sue Ellington			
Ray Manning			
Bunty Waters			
<i>See Non-Group</i>			

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Raymond Matthews	Jose Hales	Neil Davies
James Hockney	Janet Lockwood	Edd Stonham
Roger Hall		Neil Scarr
Charles Nightingale		Robin Page
Tony Orgee		

Corporate Governance Committee

Conservatives	Liberal Democrats	Independent Group
Richard Barrett	Bridget Smith	Douglas de Lacey
Francis Burkitt	John Williams	
Andrew Fraser		
David McCraith		
Peter Topping		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group	Non-Group
Charles Nightingale	Philippa Hart	<i>See Non-Group</i>	Nigel Cathcart
Ben Shelton		Edd Stonham	<i>(Seat offered by the Independent</i>
		Neil Davies	<i>Group)</i>
		Neil Scarr	
		Deborah Roberts	

Employment Committee

Conservatives	Liberal Democrats	Independent Group
Simon Edwards	Sebastian Kindersley	Edd Stonham
Lynda Harford	Jim Stewart	
Caroline Hunt		
Alex Riley		
Peter Topping		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Val Barrett	Bridget Smith	Neil Scarr
Charles Nightingale		Neil Davies
		Douglas de Lacey
		Deborah Roberts

Licensing Committee

Conservatives	Liberal Democrats	Independent Group	Non-Group
Richard Barrett	Jose Hales	Deborah Roberts	Cicely Murfitt
Val Barrett	Tumi Hawkins	Neil Scarr	<i>(Seat offered by the Liberal Democrats)</i>
Kevin Cuffley	Janet Lockwood		
Andrew Fraser	<i>See Non-Group</i>		
Roger Hall			
Mervyn Loynes			
Raymond Matthews			
Charles Nightingale			
Alex Riley			

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Alison Elcox	Anna Bradnam	Douglas de Lacey
David Morgan		Neil Davies
Mick Martin		Edd Stonham
		Robin Page

Planning Committee

Conservatives	Liberal Democrats	Independent Group
Brian Burling	Anna Bradnam	Deborah Roberts
Pippa Corney	Tumi Hawkins	
Kevin Cuffley	Sebastian Kindersley	
Lynda Harford		
Caroline Hunt		
David McCraith		
Tim Scott		
Ben Shelton		
Robert Turner		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
David Bard	Hazel Smith	Neil Scarr
Val Barrett	Aidan Van De Weyer	Douglas de Lacey
Charles Nightingale	Jose Hales	Neil Davies
	Philippa Hart	Edd Stonham
		Peter Johnson

Partnerships Review Committee

Conservatives	Liberal Democrats	Independent Group
David Bard	Jose Hales	Neil Scarr
Andrew Fraser	Janet Lockwood	
Roger Hall		
James Hockney		
Tony Orgee		
Ben Shelton		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Bunty Waters	Bridget Smith	Deborah Roberts
Alison Elcox	Aidan Van De Weyer	Douglas de Lacey
	Tumi Hawkins	Neil Davies
		Edd Stonham

Scrutiny and Overview Committee

Conservatives	Liberal Democrats	Independent Group
David Bard	Jose Hales	Douglas de Lacey
Alison Elcox	Philippa Hart	
Lynda Harford		
Roger Hickford		
David Morgan		
Bunty Waters		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Andrew Fraser	Bridget Smith	Edd Stonham
Roger Hall	Anna Bradnam	Neil Scarr
Kevin Cuffley	Henry Batchelor	Neil Davies
		Deborah Roberts
		Robin Page

Northstowe Joint Development Control Committee

Conservatives	Liberal Democrats	Independent Group
Brian Burling	Hazel Smith	Edd Stonham
Lynda Harford		
Alex Riley		
Tim Wotherspoon		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Simon Edwards	Aidan Van De Weyer	Neil Davies
Ray Manning	Philippa Hart	Douglas de Lacey

Joint Development Control Committee – Cambridge Fringes

Conservatives	Liberal Democrats	Independent Group
David Bard	Aidan Van De Weyer	Douglas de Lacey
Tom Bygott		
Charles Nightingale		
Ben Shelton		

Substitutes in hierarchical list:

Conservatives	Liberal Democrats	Independent Group
Tim Wotherspoon	Janet Lockwood	Edd Stonham
Pippa Corney	Jim Stewart	Neil Davies

Northstowe Transport Working Group

Conservatives	Liberal Democrats
Ray Manning	Hazel Smith
Alex Riley	

Substitutes in hierarchical list:

Conservatives	Liberal Democrats
Tim Wotherspoon	Aidan Van De Weyer
Lynda Harford	Johnathan Chatfield

Councillor Ray Manning proposed that Councillors David Bard and Kevin Cuffley be appointed as Chairman and Vice-Chairman, respectively, of the Civic Affairs Committee. Councillor Simon Edwards seconded the proposal and it was unanimously **AGREED**.

Councillor Ray Manning proposed that Councillors Francis Burkitt and David McCraith be appointed as Chairman and Vice-Chairman, respectively, of the Corporate Governance Committee. Councillor Simon Edwards seconded the proposal and it was unanimously **AGREED**.

Councillor Ray Manning proposed that Councillors Alex Riley and Peter Topping be appointed as Chairman and Vice-Chairman, respectively, of the Employment Committee. Councillor Simon Edwards seconded the proposal and it was unanimously **AGREED**.

Councillor Ray Manning proposed that Councillors Andrew Fraser and Richard Barrett be appointed as Chairman and Vice-Chairman, respectively, of the Licensing Committee. Councillor Simon Edwards seconded the proposal and it was unanimously **AGREED**.

Councillor Ray Manning proposed that Councillors Robert Turner and Lynda Harford be appointed as Chairman and Vice-Chairman, respectively, of the Planning Committee. Councillor Simon Edwards seconded the proposal and it was unanimously **AGREED**.

Councillor Ray Manning proposed that Councillors Ben Shelton and James Hockney be appointed as Chairman and Vice-Chairman, respectively, of the Partnerships Review Committee. Councillor Simon Edwards seconded the proposal.

Councillor Aidan Van De Weyer proposed that Councillor Janet Lockwood be appointed as Chairman of the Partnerships Review Committee. Councillor John Williams seconded the proposal.

With 30 votes compared to 17 votes, Council **AGREED** to appoint Councillor Ben Shelton as Chairman of the Partnerships Review Committee and unanimously **AGREED** to appoint James Hockney as Vice-Chairman.

Councillor Ray Manning proposed that Councillor Roger Hickford be appointed as Chairman of the Scrutiny and Overview Committee. Councillor Simon Edwards seconded the proposal.

Councillor John Williams proposed that Councillor Jose Hales be appointed as Chairman of the Scrutiny and Overview Committee. Councillor Sebastian Kindersley seconded the proposal.

With 25 votes compared to 20 votes, Council **AGREED** to appoint Councillor Roger Hickford as Chairman of the Scrutiny and Overview Committee.

Councillor Ray Manning proposed that Councillor Alison Elcox be appointed as Vice-Chairman of the Scrutiny and Overview Committee. Councillor Simon Edwards seconded the proposal.

Councillor John Williams proposed that Councillor Jose Hales be appointed as Vice-Chairman of the Scrutiny and Overview Committee. Councillor Aidan Van De Weyer seconded the proposal.

With 26 votes compared to 18 votes, Council **AGREED** to appoint Councillor Jose Hales as Vice-Chairman of the Scrutiny and Overview Committee.

Councillor Ray Manning proposed that the Council approved the appointments of Grant Osbourn as the Council's lead independent person and Gillian Holmes as the deputy independent person. Councillor Simon Edwards seconded the proposal, which was unanimously **AGREED** by Council.

12. **APPOINTMENTS TO OUTSIDE BODIES, JOINT & OTHER MEMBER BODIES FOR 2014/15**

Councillor Ray Manning, Leader of the Council, proposed the appointments to outside bodies as set out in the report. Councillor Simon Edwards, Deputy Leader and Portfolio Holder for Finance and Staffing, seconded the proposal.

Council unanimously **APPROVED** the below appointments to outside bodies:

Name of body	Representative(s)
Cambridgeshire & Peterborough Association of Local Councils	David McCraith
Cambridgeshire Museums Advisory Partnership	Aidan Van De Weyer
Cambridgeshire Water Forum	Tim Wotherspoon
Carers Trust Cambridgeshire	Bridget Smith
Farmland Museum Trustees	Peter Johnson
Gamlingay Village College GVC Leisure Ltd	Bridget Smith
Linton Voluntary Community Business and Premises Group	Henry Batchelor
Natural Cambridgeshire	Tim Scott
North Herts & District Citizens Advice Bureau	Val Barrett
South Cambs Local Health Partnership	Sue Ellington
Swavesey Byeways Advisory Committee	Sue Ellington
Swavesey Internal Drainage Board	Sue Ellington

Swavesey Village College Community Committee	Sue Ellington
Waterbeach Level Internal Drainage Board	Peter Johnson

13. **SCRUTINY AND OVERVIEW ANNUAL REPORT 2013/14**

Councillor Roger Hickford, Chairman of the Scrutiny and Overview Committee, presented the Scrutiny and Overview Annual Report for 2013/14 and proposed its approval by Council. He reflected on the effectiveness of training that had been delivered earlier in the year, facilitated by the Centre for Public Scrutiny, and reported that he would implement changes to the way in which the Scrutiny and Overview Committee prioritised its work as part of its future work programme as a result.

Councillor Alison Elcox seconded the proposal.

Discussion ensued on the issue of conservation and the recent review of the Council's Conservation Team. A request was put forward for the Scrutiny and Overview Committee to look into this issue again to ensure that the Council was maintaining the highest conservation standards. It was noted that the review of the Conservation Team had been the subject of consideration by the Scrutiny and Overview Committee on numerous occasions throughout 2013/14 and Councillor Hickford, as Chairman, indicated that this would feature as part of the Committee's work programme for 2014/15.

Councillor James Hockney, Vice-Chairman of the Partnerships Review Committee, presented the aspects of the report relating to the Partnerships Review Committee and highlighted the key issues the committee had looked into over the previous year. These included local neighbourhood policing, crime and disorder, health and wellbeing, equalities partnership working, the Greater Cambridge City Deal, youth issues and services to children and young people. Andrew Lansley, Member of Parliament for Cambridgeshire South, had also attended a meeting for a question and answer session with Members which had been very well received.

Reference was made to a Scrutiny Task and Finish Group which was undertaken two or three years ago on the Orchard Park development after its inception. It was agreed that the Group's outcomes and recommendations were extremely useful at that time, but a suggestion was put forward for Scrutiny and Overview Committee Members to look again at Orchard Park and establish any good practice that could inform the Northstowe development. Councillor Hickford also agreed to consider this as part of the Committee's future work programme.

Council **APPROVED** the Scrutiny and Overview Annual Report for 2013/14.

14. **MAJOR OPPOSITION GROUP LEADER'S ANNUAL STATEMENT**

Councillor Bridget Smith, Leader of the Opposition, presented her annual statement.

Councillor Smith highlighted that her statement, as published with the agenda pack, outlined the ways in which Members from all political groups should work together more collaboratively, openly and accountably. She was disappointed that the last year had been characterised by a lack of transparency and accountability with decisions, which she felt had been made in secret, and unwillingness to even countenance constitutional change. Councillor Smith added that there had been a lack of engagement with opposition parties by the administration and, most discouragingly, an almost complete

inability to take notice of the Council's own consultation processes.

Councillor Smith cited the Local Development Plan process as an example which she believed exemplified the failings of the controlling group to listen, with local people's views being ignored resulting in a Plan favouring developers and not residents. She surmised that the obvious message to the public was that consultation was a waste of time because not only was the Council perceived as not listening but also unwilling to compromise. In addition to ignoring the voice of the district's communities, Councillor Smith was of the opinion that the needs of colleagues and officers had also been ignored as some departments at the Council appeared to be under-resourced.

In closing, Councillor Smith called for the Council to act as one group, in spite of political differences, to work to serve the needs of the whole community.

15. WRITE OFFS 2013/14

Councillor Simon Edwards, Deputy Leader and Portfolio Holder for Finance and Staffing, presented a report which notified the Council of debts written off under powers delegated to the Portfolio Holder and the Chief Financial Officer.

Councillor Edwards reported that the number of write offs for Council Tax had increased this year, which was due to a process carried out at year end to write off debts under £10 as they were considered to be uneconomical to pursue further. A similar exercise was also carried out against credits up to the value of £10 on closed accounts where credit bills had been issued but refunds not claimed. Councillor Edwards reported that some of the debts written off had built up over time and therefore reflected the economy two or three years ago.

Council **NOTED** the report.

16. QUESTIONS ON JOINT MEETINGS

No questions on joint meetings were raised.

17. QUESTIONS FROM COUNCILLORS

17 (a) From Councillor Aidan Van De Weyer

Councillor Aidan Van De Weyer asked the Leader of the Council the following question:

"Could the Leader update the Council on progress with the strategic partnership with Huntingdonshire District Council announced on 10 April?"

Councillor Ray Manning reported that he had not met with the Leader of Huntingdonshire District Council since the last meeting of Council due to the local elections. He reported that this issue would be considered at the meeting of Cabinet on 10 July 2014.

18. CHAIRMAN'S ENGAGEMENTS

Council noted those engagements attended by the Chairman and Vice-Chairman since the last Council meeting, as set out in the agenda.

Councillor David Bard, Chairman of the Council, reported that he had raised over £1,200 for his three chosen charities in the last 12 months. His chosen charities were the East Anglian Air Ambulance, the Sick Children's Trust and Help for Heroes.

Councillor Bridget Smith thanked the Chairman for attending the opening of the Millbridge Brook Meadows in Gamlingay on 5 May 2014 and Councillor Lynda Harford thanked him for attending a 100th birthday celebration in Cottenham.

Councillor Ray Manning, Leader of the Council, took this opportunity to thank Robin Moore, Vehicle Fleet Supervisor, for giving up his time to show visitors a refuse collection vehicle at the Great Shelford Car Show on 4 May 2014.

The Meeting ended at 3.20 p.m.
