

6 March 2007

Dear Councillor

## **COMMUNITY COMMITTEE**

A meeting of the Community Committee will be held at the Council Offices, London Road, Saffron Walden on Thursday 15 March 2007 at 7.45 pm or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

**At 6.00 pm there will be the annual presentation by Linteum Leisure Limited, Leisure Connection Limited and UDC on the Private Finance Initiative (GB)**

***Commencing at 7.30 pm, there will be an opportunity of up to 15 minutes for members of the public to ask questions and make statements subject to having given two working days prior notice.***

### **A G E N D A PART I**

- 1 Apologies for absence.
- 2 Minutes of the meeting held on 18 January 2007 (previously circulated).
- 3 Business Arising.
- 4 Museum Service: Heritage Quest Centre & Heritage Lottery Fund.

Item for decision

Members are asked to approve plans to apply to the Heritage Lottery Fund (HLF) in June 2007 for 72.5% of project costs, and to agree a capital contribution spread over the three years of the project totalling £150,000, in order to secure HLF support.

- 5 Tenant Forum Minutes

Item for information

The Minutes of the meeting held on 29 January 2007 are attached.

6 Housing Policy and Land Disposal

Item for decision

Members are asked to approve action in relation to development of sites at Broomfields, Hatfield Heath and Birchwood, Birchanger

7 Stansted Day Centre

Item for decision

Members are asked to approve a request from the Management Committee of the Stansted Day Centre to undertake a pilot project that would employ a manager who would be responsible for the day-to-day running of the centre and act as a conduit between the Management Committee and the Council.

8 Fees and Charges

Item for decision

A review of the fees and charges appropriate to the committee have been carried out and the Committee is asked to agree the revised charges.

9 Housing Policy – Land at Ashdon

Item for decision

This report asks Members of the Committee to consider a proposal made by Ashdon Parish Council about the leasing of a Council owned piece of land at Ashdon for play space.

10 Any other items which the Chairman considers to be urgent.

To: Councillors H D Baker, P Boland, M A Gayler, M A Hibbs, E W Hicks, R M Lemon, A Marchant, J E Menell, M J Miller, J P Murphy, **D J Morson**, S V Schneider, G Sell and F E Silver.

Also to:- E Planterose and R Wallace (Museum Society) and J Bolvig Hansen and D Cornell - Tenant Panel representatives.

Encs: Reports as listed on agenda.

Lead Officer: Diane Burridge  
Committee Officer: Maggie Cox

**MEETINGS AND THE PUBLIC**

Members of the public are welcome to attend any of the Council's Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.uttlesford.gov.uk](http://www.uttlesford.gov.uk).

Members of the public and representatives of parish and town councils are now permitted to speak at the meetings. You will need to register with the Committee Officer by 2.00 pm on the Friday before the meeting. An explanatory leaflet has been prepared which details the procedure and is available from the Council offices at Saffron Walden and Great Dunmow.

The agenda is split into two parts. Most of the business is dealt with in Part 1 which is open to the public. Part II includes items which may be discussed in the absence of the press or public, as they may deal with information which is personal or sensitive for some other reason. You will be asked to leave the meeting before Part II items are discussed.

You are entitled to see any of the background papers that are listed at the end of each report.

If you want to inspect background papers or speak before a meeting please contact either Mick Purkiss on 01799 510430, Maggie Cox on 01799 510369, Cathy Roberts on 01799 510434, Peter Snow on 01799 510431 or Victoria Harvey 01799 510433 or by fax on 01799 510550.

### **FACILITIES FOR PEOPLE WITH DISABILITIES**

The Council Offices has facilities for wheelchair users, including lifts and toilets. The Council Chamber has an induction loop so that those who have hearing difficulties can hear the debate.

If you are deaf or have impaired hearing and would like a signer available at a meeting, please contact Mick Purkiss on 01799 510430 or email [mpurkiss@uttelford.gov.uk](mailto:mpurkiss@uttelford.gov.uk) as soon as possible prior to the meeting.

### **FIRE/EMERGENCY EVACUATION PROCEDURE**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by Committee staff. It is vital you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts.
- Do not stop to collect personal belongings.
- Once you are outside, please do not wait immediately next to the building.
- Do not re-enter the building until told to do so.