

17 October 2005

Dear Councillor

COMMUNITY AND LEISURE COMMITTEE

A meeting of the Community and Leisure Committee will be held at the Council Offices, London Road, Saffron Walden on Tuesday 25 October 2005 at 7.45 pm or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

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.

AGENDA PART I

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting of the Community and Leisure Committee held on 6 September 2005 (previously circulated).
- 3 Business Arising.
- 4 Community Sports Outreach Workers

Item for decision

This report advises members about the work undertaken by the Sports Outreach Workers from January to September 2005 and recommends that if external funding cannot be obtained to continue with the project that the Council includes these workers within the 2006/07 base budget as an ongoing cost.

5 Diversity Festival

Item for decision

This report advises Members that the first multi-agency Diversity Festival was held on Sunday 18 September 2005 and recommends that Members, Officers and partner agencies should review the Festival to decide whether or not the event should be repeated and, if so, whether the format should be changed and the frequency to be adopted.

6 Saffron Walden Skateboard Park

Item for decision

This report advises Members that a request for a contribution towards the Skate Park development has been received from the Saffron Walden Skate Group (One Minute Park), and seeks Members' views on whether or not a contribution should be made and what amount should be committed to the project.

7 Draft Museum Service Forward Plan – Interim Report

Item for information

The Museum Service requires a long-term Forward Plan to set out its strategic direction for up to ten years ahead, and to fulfil requirements for Accreditation and funding applications to the Heritage Lottery Fund. It envisages two main stages, Stage I (the Heritage Quest Centre project) which will pave the way for Stage II (development of the Museum building and Castle site). Maximisation of income generation, in support of the Museum Service's aims, is an integral part of this and features mainly in Stage II.

8 Museum Service Education Policy

Item for decision

Members are asked to note and approve the Education Policy for the Museum Service, which is appended to this report. The Education Policy will be submitted for Accreditation (the government scheme formerly known as Registration for museums) in 2006, and to the Heritage Lottery Fund (HLF) and possibly other potential funding bodies in respect of the Heritage Quest Centre project.

9 Report on Implementation of New Constitution

Item to note

Report to follow (subject to Council's decision on the 18th October).

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

To: Councillors E C Abrahams, H D Baker, P Boland, M L Foley,
J E Menell, M J Miller, **D J Morson**, S V Schneider, G Sell and F E Silver.

Also to:- A Hale (TIC Volunteers), E Planterose and Mr E A Watson (Museum Society) and Mrs O Sparrow (Uttlesford Community Sports Forum)

Encs: Reports as listed on agenda.

Lead Officer: Diane Burridge
Committee Officer: Cathy Roberts

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.

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 Vicki Borges 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 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.