

4 December 2001

Dear Councillor

COUNCIL MEETING

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden on Tuesday 11 December 2001 at 7.45 pm or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

ELIZABETH FORBES

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.

A G E N D A PART I

- 1 To consider the Council's Annual Audit letter for 2000/01 (District Audit to attend)
- 2 Apologies for absence and declarations of interest.
- 3 To receive the Minutes of the meeting of the Council held on 16 October 2001.
- 4 Business arising.
- 5 Chairman's communications.
- 6 Leader's communications
- 7 Matters arising from Committees:
 - (i) Resources Committee – Budget Strategy budget 2002/03 (Minute RE22)
 - (ii) Scrutiny Committees 1 and 2 – Service Reviews (Minutes S1-16 and S2-12)

- 8 Members' non-attendance at meetings.
- 9 The Local Authorities (Standing Orders) (England) Regulations 2001.
- 10 Council Tax Base Calculation 2002/03 (report to follow).
- 11 To consider the following notice of motion proposed by Councillor Mark Gayler under Council Procedure Rule 9.

“Council notes:

1. The current issues of world security and the presence of a major airport in the district.
2. The problems with flooding that have occurred over the last two years.
3. The decision of the Community and Leisure committee to reject changes in the staffing structure for Emergency Planning and Community Safety.
4. The decision of the Environment and Transport Committee to allocate £30,000 in its budget to grants for works to combat flooding.
5. The decision of the Resources Committee to grant early retirement to the current Emergency Planning and Community Safety Officer.

Council resolves:

1. That the pending vacancy in the post of Emergency Planning and Community Safety Officer be advertised immediately, so that an appointment can be made as soon as practically possible.
2. That officers produce an action plan to reduce the threat of future flooding problems according to the following terms of reference:
 - a) Identify all the areas in the district affected by flooding in the last two years, and the extent of damage caused.
 - b) Identify the reasons for the build up of water in each location where serious damage occurred.
 - c) Identify potential measures to reduce the threat of flooding in these locations, and identify the authority responsible for implementing such measures in each case.
 - d) Set targets for the implementation of such measures, and identify priorities for the allocation of funding by the District Council.
3. That the decision by Environment and Transport Committee to allocate £30,000 to grants for works to combat flooding be confirmed.”

12 To consider questions (if any) under Council Procedure Rule 8.2.

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

To: All Members of the Council.

Lead Officer: Elizabeth Forbes
Committee Officer: Mick Purkiss

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee and Sub-Committee meetings and listen to the debate.

You also have the opportunity to ask questions or make statements before meetings of the Council and the Policy and Resources, Planning and Development and Community Services Committees. This "question time" takes place at 7.30 pm prior to the normal business of the meeting. You must give at least 2 working days notice if you intend to speak. Also, it would be helpful if you could let us know what the questions are, so that we can investigate the issue for you, if possible.

The agenda is split into 2 parts. Most of the business is dealt with in Part I which is open to the public. Part II includes items which must be discussed in the absence of the press or public, as they might 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, Laurel Crowe on 01799 510433 or Maggie Cox on 01799 510434 or by fax on 01799 510550.