

12 July 2004

Dear Councillor

COUNCIL MEETING

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden, on Tuesday 20 July 2004 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.

A G E N D A PART I

- 1 (a) Members question and answer session (up to 15 minutes).
- (b) This was the third of three experimental Question Time sessions. Members are asked to consider whether they wish to abandon the process, continue for a further trial period or establish Question Time as a permanent standing item on all ordinary council agendas.
- 2 Apologies for absence and declarations of interest.
- 3 To receive the Minutes of the meeting held on 20 April 2004 (attached – Page 569), the Annual meeting held on 11 May (attached – Page 1) and the Extraordinary meeting held on 22 June 2004 (attached – Page 79).
- 4 Business Arising.
- 5 Chairman's communications.
- 6 Leader's communications.

- 7 Matters arising from Committees.
 - (i) Amendments to Financial Regulations – Resources Committee on 24 June 2004 – Minute RE9.
 - (ii) Member/Officer Relationships – Standards Committee on 12 July 2004.
- 8 Delegation Scheme and Procedure for Finance, Contracts and Legal matters.
- 9 Procurement Strategy.
- 10 To consider an appointment to the Alcohol and Drugs Strategy Group of the Uttlesford Community Safety Action Team to replace Councillor Lelliott who has resigned from this Group.
- 11 Legal Challenge to the Government White Paper on the Future of Aviation.
- 12 Joint Report of the Chief Financial Officer and the Monitoring Officer.
- 13 Report on the Local Government Association Conference (to follow).
- 14 To consider questions (if any) under Council Procedure Rule 8.2.
- 15 Any other items which the Chairman considers to be urgent.

To: All Members of the Council

Lead Officer: Alasdair Bovaird
Committee Officer: Mick Purkiss

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's 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 Licensing, Resources, Community and Leisure, Environment, Transport and Highways, Health and Housing and Scrutiny Committees. This 'question time' takes place immediately 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 within 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 or Rubina Kirmani on 01799 510433, Maggie Cox on 01799 510369, Cathy Roberts on 01799 510434 or Peter Snow on 01799 510431 or by fax on 01799 510550.