

**COUNCIL MEETING held at 7.30 pm at COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN on 15 FEBRUARY 2005**

Present:- Councillor E J Godwin – Chairman  
Councillors E C Abrahams, H D Baker, C A Bayley P Boland, C A Cant, R P Chambers, J F Cheetham, K J Clarke, A Dean, C M Dean, C D Down, S Flack, M A Gayler, R T Harris, M A Hibbs, E W Hicks, B M Hughes, A J Ketteridge, V J T Lelliott, J I Loughlin, A Marchant, J E Menell, D J Morson, J P Murphy, V Pedder, A R Row, M J Savage, S V Schneider, G Sell, F E Silver, E Tealby-Watson, A R Thawley, A M Wattebot and P A Wilcock.

Officers in attendance: - A Bovaird, S McLagan, J Mitchell, P O'Dell, M Perry, M T Purkiss and T Turner.

**C71 PRESENTATION**

Prior to the commencement of the business, Joy Shepherd from the Essex Association of Local Councils made a presentation to Ruth Clifford, the Clerk of Stansted Mountfitchet Parish Council to recognise the achievement of being granted Quality Status. She said that only 127 such awards had been made nationally and Stansted was the first Council in Uttlesford to receive this. She paid particular tribute to Ruth Clifford, the Clerk, who had gained the Certificate in Local Council Administration qualification which was an essential part of the Quality Council process.

**C72 MEMBERS QUESTION AND ANSWER SESSION**

Councillor Flack reported that earlier in the day, Lord Hanningfield, the Leader of Essex County Council had made an announcement concerning the County Council's commitment to work with local communities. She said that he had announced that a sum of £1,000 would be made available to every parish and town council in Essex to help improve IT capacity or to resource priorities which were important to the local community. In addition, a one off sum of £46,000 had been made available to the Essex Association of Local Councils to implement the Parish Councils Communications Project sponsored by the General Scrutiny Committee and a further £10,000 for core funding.

She said that Lord Hanningfield had also announced that £250,000 would be made available for regeneration projects in market towns in Essex which would include Saffron Walden. She asked that a letter be sent to the Leader of Essex County Council expressing thanks for this initiative. The Chairman said that she would write to Lord Hanningfield.

Councillor Chambers said that he understood that the cost of waste management could rise to £400,000 and he asked what provision had been made for this in the future. Councillor Thawley said that the strategy was still evolving and discussions were being held with the County Council. He said that he would also obtain more information and advise Councillor Chambers direct.

Councillor Row said that many people had not received copies of Uttlesford Life and asked what arrangements had been made to distribute this to all residents in the District. The Chief Executive said that it was currently distributed through local newspapers and accepted that, whilst this was cost effective, not all residents would receive a copy. The Chairman asked Members to advise Officers of areas which did not receive the Saffron Walden Reporter or Dunmow Broadcast.

Councillor C Dean referred to the appointment of a Health Promotion Officer and asked whether consultation would be held with the Primary Care Trust to avoid duplication. Councillor Hibbs undertook to obtain the information and reply to her direct. Councillor C Dean also asked whether there had been any progress on providing reduced rates at Leisure Centres. Councillor Morson said that there had been a change of management personnel at Leisure Connection and he would take this issue up at the next meeting with them.

Councillor Silver asked about the future status of the voluntary sector tenants using the Council Offices at Great Dunmow. The Executive Manager Development Services confirmed that the future of the voluntary organisations using the building was well assured.

Councillor Menell asked whether the SDAG would feed its vision into Uttlesford Futures or, if not, whether there was a conflict of interest between the two bodies. Councillor Clarke said that all opportunities would be investigated.

Councillor Ketteridge said that last year the Council had come within 17p of being the worst Council in the country for the cost of collection of waste and asked whether there had been an improvement. Councillor Thawley said that he would obtain the relevant information and reply to Councillor Ketteridge direct.

### C73 **APOLOGIES**

Apologies for absence were received from Councillors Artus, Bowker, Corke, Foley, Freeman, Gower, Gregory, Jones and Lemon

### C74 **DECLARATIONS OF INTEREST**

The following Councillors declared interests as Members of SSE:-

Councillors Bayley, Boland, Cant, Cheetham, A Dean, C Dean, Down, Flack, Godwin, Harris, Hughes, Ketteridge, Marchant, Menell, Morson, Murphy, Pedder, Row, Savage, Thawley and Wilcock.

Councillor Chambers declared an interest as a Member of Essex County Council and Chairman of the Essex Police Authority and Councillor Flack declared an interest as a Member of Essex County Council. Councillors Bayley and Lelliott declared non-prejudicial interests as they rented Council garages (and were not in arrears), Councillor Sell declared an interest insofar

as he was the Council's representative on the Uttlesford Citizen's Advice Bureau, Councillor Murphy declared an interest as a Member of the Dunmow Town Strategy Group and Councillor Menell declared an interest as a non-executive Director of the Uttlesford Primary Care Trust.

**C75 MINUTES**

The minutes of the meeting held on 14 December 2004 were approved as a correct record and signed by the Chairman.

**C76 BUSINESS ARISING**

**i) Minute C52 – Members' Question and Answer Session**

In response to a question from Councillor Cheetham the Executive Manager Corporate Governance said that a Member workshop on the Freedom of Information Act had been arranged for 11 April 2005.

The Chief Executive also mentioned that the new internal phone directory was still being prepared but in the meantime an updated list was available for all Members at the meeting.

**ii) Minute C56 – Bulk Waste Collection**

Councillor Ketteridge said that at the last meeting of the Scrutiny 2 Committee it had been reported that charges for bulk waste collection would be deferred until the Civic Amenity Site at Dunmow was available and new rules would be introduced on how many items could be collected. He asked which Committee had authorised this. Councillor Thawley confirmed that this statement was simply an outcome of a workshop and emphasised that no decision had been made by any Committee but the matter would go to the Environment Committee in due course.

**iii) Minute C59 – Uttlesford Local Plan Modifications**

Councillor Chambers said that it was pleasing to note that the Leader of Essex County Council was listening to the Parish and Town Councils and he hoped that the Leader of Uttlesford would listen to the views of local councils in future. Councillor A Dean, the Leader, said that the Council would continue the practice of consulting and listening to town and parish councils but it could not always agree with their views.

In response to a question from Councillor Menell the Chief Executive stated that it was not the practice of this Council to take verbatim minutes.

**iv) Minute C64 – Member Development**

In response to a question from Councillor Wilcock, the Chief Executive gave a brief update on the work being undertaken with the IDEA.

**v) Minute C65 – Draft Corporate Plan 2005-2008**

Councillor Chambers referred to the cost of producing the Corporate Plan and hoped that no further money would be wasted on issuing different editions of this.

**vi) Minute C68 - London Olympic Bid**

The Chairman advised Members that a letter had been received from Lord Coe thanking the Council for its support for the London Olympic Bid. Councillor Clarke added that a sculpture made by his son would be unveiled in Trafalgar Square in the near future.

**vii) Minute C70 – Pension Fund**

In response to a question from Councillor Bayley it was confirmed that it was hoped that a workshop would be held in May to discuss the Pension Fund

**C77 CHAIRMAN'S COMMUNICATIONS**

The Chairman thanked Councillors for attending the recent Quiz Night which had raised over £1,000. She particularly expressed her thanks to Sue Hayden and Jane McKie who had provided invaluable assistance on the evening. She also referred to progress with the sponsored weigh-ins and said that a Jazz Night would be held at Stansted Church on 12 March 2005. Also a coffee experience would be held at the Saffron Walden Museum on 5 April 2005.

**C78 LEADER'S COMMUNICATIONS**

The Leader reported that he had attended the ODPM Delivering Sustainable Community Summit 2005 and reported on this. He displayed various publications which had been circulated at the Summit and said that these were available to any Member on request.

**C79 ANNUAL AUDIT INSPECTION LETTER**

The Chairman welcomed to the meeting Mr Paul King from the Audit Commission.

Mr King said that the Joint Audit and Inspection Annual Letter for Members summarised the conclusions and significant issues arising from the 2003/04 audit and inspection programme and commented on other issues.

He referred to the key messages contained in the letter and said that he had now issued a full unqualified opinion on the Council's accounts. He commented on the Council's CPA Assessment Corporate Governance arrangements and the Prudential Code. He said that it had been concluded that the arrangements to manage the Council's financial position were sound

and arrangements for systems of internal financial control were generally satisfactory, except for the continued non-completion of procedure manuals.

He said the Council's BVPP complied in all material respects with legislation and statutory guidance and an unqualified opinion had been issued. He set out the action needed by the Council in the following areas:

- Monitor the CPA Improvement Plan currently being developed
- Continue to monitor the financial position of the Council closely
- Ensure that procedure manuals are prepared for all major financial systems
- Continue to monitor progress on e-government implementation.

Mr King expressed appreciation of the assistance which had been received from Members and Officers during the course of the audit work.

Councillor Flack expressed concerns over a number of issues. She said that the HRA balances were fairly low and asked whether they were considered to be adequate. She noted that the Auditor had expressed concerns about the supporting information on two of the BVPP indicators and asked for further details of these. She also asked Officers to provide some justification for removing the IT User Training Budget. She also expressed concerns over project management and skills audits.

In response, the Executive Manager Finance and Asset Strategy said that the HRA balance was currently £500,000 and he considered this to be adequate and, in particular, sufficient for the decent homes standard. He pointed out that the IT User Training Budget had been merged with the overall Training Budget and this should enable resources to be used more effectively. Mr King concurred that the HRA balance was adequate at this time but the Council would need to look at the longer term view. He would advise Councillors of the details of the two items in the BVPP but confirmed that in overall terms he was satisfied with the performance.

The Leader thanked Mr King for the work which had been undertaken and said that it provided useful guidance for the Council. He said that there were many positive signs, including the cost of collection of Council Tax, and said that balances would be looked at in future. He noted that the report had referred to the Council not having an Audit Committee and asked what would be the advantage of this. In response Mr King said that it would provide good scrutiny. However, he had noted that this function was adequately covered through other roles.

C80

## **MATTERS ARISING FROM COMMITTEES**

Members noted that at the last meeting of the Standards Committee it had been resolved that Councillors should be made aware of that Committee's concern that a better understanding of the Code of Conduct was essential as prevention was better than cure. That Committee also emphasised the importance of training and Members were asked to consider their training needs in their political groups and give feedback to Officers.

C81

**UTTLESFORD DISTRICT COUNCIL REVENUE BUDGET 2005/06 –  
REVIEW OF THE BUDGET AND THE LEVEL OF RESERVES AND  
BALANCES**

In accordance with Section 25 of the Local Government Act 2003 the Executive Manager Finance and Asset Strategy reported on the robustness of the Council's estimates included within the Budget and the adequacy of the reserves and balances.

He said the main conclusion was that, in the light of the information provided during the Budget process, it was his opinion that there was sufficient capacity in the proposed overall Budget to cope with the financial risk the Council faced in 2005/06. The summary and conclusion of the report also set out advice for managing financial risks in the Budget for that period.

Councillor Cheetham referred to the estimate for planning fee income and asked whether this was a reasonable assumption. The Executive Manager Finance and Asset Strategy said that the indications were that the projected fee increase and number of applications were reasonable. Councillor Flack said that she had been presented with three different sets of figures for car parking fees for 2003/4 and in the light of these apparent discrepancies she questioned how the estimates for the year ahead could be accurate.

Following some questions about the detail in the Budget, the Executive Manager Finance and Asset Strategy confirmed that the purpose of tonight's meeting was to set the Council Tax and not to examine Budgets in detail. Whilst accepting this point, Councillor Chambers said that all Members needed to be clear about what the Budget contained.

RESOLVED that the content of the report be borne in mind when approving the General Fund and Housing Revenue Account Budgets.

C82

**DISTRICT COUNCIL REQUIREMENT AND COUNCIL TAX 2005/06**

Members considered a detailed report setting out the statutory information necessary to determine the District Council Budget requirement and the 2005/06 Council Tax.

It was noted that the estimates recommended by the Resources Committee for acceptance and approval formed the basis of determination of the Council Tax. Their recommendations quantified the District Council's budget requirement for 2005/06 and the report submitted to the meeting dealt only with the formal process of determining the Council Tax for 2005/06.

It was noted that the provisional Budget and precepts of the Essex Police Authority, Essex Fire Authority and Essex County Council contained in the report had now been finally agreed.

Councillor Gayler asked that a General Fund Summary Position report be circulated to all Members before the item was considered. This was then circulated and Members asked such a summary be provided in advance of the

meetings in future. Councillor Gayler thanked Officers for a clear and well-produced report and for all the work which had gone into the prioritisation exercise and the identification of savings. He also thanked the Groups for their support. He said that significant savings had been achieved but at the same time investments had been retained to enable the Council to improve services and make investments in new projects. He said that the increase of 4.5% was only 10p per week on a Band D Council Tax property and this was the lowest in Essex. He also said that unlike some other Councils in Essex, Uttlesford had been able to safeguard its reserves. He concluded that the Budget provided a significant step forward in improving the way that the Council worked.

Councillor Ketteridge said that the charges for car parks and other services had been increased to meet the spending gap. He said that in consultations the majority of people did not want car park charges increased. He also said that the consultation on the Budget had not been adequate. He said that whilst the Council had the lowest Council Tax in Essex this had been the case for many years and he asked if the Liberal Democrat Group would agree to withdraw its comments two years ago about the Conservative Group “over charging residents”. He concluded that whilst Council Tax was being limited to 4.5%, Uttlesford residents were paying more through increased charges for car parks and other services and for using the planning service. He said that he would not vote for the increase.

Councillor Sell said that the increase in car park charges had been the first for two years and he outlined the consultation arrangements. Councillor Chambers said that he would not vote against the increase in Council Tax as it was only 4.5%. However, he said that the Administration needed to be careful not to use the resources which had been built up by the previous Administration.

In response to a question from Councillor Menell the Executive Manager Finance and Asset Strategy said that the provision for adaptations for the disabled was in line with previous years and that the figure for 2004/05 had been higher as it had been dealing with a backlog. Councillor Hibbs also referred to the provision of disabled access and in particular to problems with some of the public conveniences.

The Leader thanked Councillor Gayler for leading the work on the Budget preparation and in particular on the prioritisation exercise. In relation to comments made by Councillor Ketteridge about the criticism of his Group, he stated that this had referred to Essex County Council. He concluded that he was confident that the Council was providing value for money and would continue to be innovative in its Budget.

RESOLVED that:

- 1 It be noted under the provisions of Section 84 of the Local Government Act 2003 the Council at its meeting on 16 December 2003 resolved that the Council Tax Base should in future be formally adopted by the Chairman of the Resources Committee in conjunction with the Council's S151 Officer. Accordingly the Council has calculated the following amounts for

the year 2005-06 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:-

- (a) 30,627.0 being the amount calculated by the Council in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 as its Council Tax base for the year.
- (b) **Table 1** (Tax Base for each part of the Council's area) being the amounts calculated by the Council in accordance with regulation 6 of the Regulation, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

2 The following amounts be now calculated by the Council for the year 2005-06 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:-

- (a) £36,954,212 being the aggregate of the amount which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act.
- (b) £28,107,110 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act.
- (c) £8,847,102 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its budget requirement for the year.
- (d) £3,609,466 being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed Non-Domestic Rates and Revenue Support Grant.
- (e) £20,000 being the aggregate of £20,000 which the Council estimates as Council Tax surplus will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97(3) of the Local Government Act 1988, and £Nil being the sum which the Council estimates as Community Charge surplus will be transferred from its Collection Fund to its General Fund pursuant to the Collection Fund (Community Charges) directions under Section 98(4) of the Local Government Act 1988 made on 15 February 2000.
- (f) £170.36 being the amount at 2(c) above, less the amount at 2(d) and 2(e) above, divided by 1(a) above, calculated by the Council in accordance with Section 33(1) of the Act as the basic amount of its Council Tax for the year.



- (g) £1,478,692 being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- (h) £122.08 being the amount at 2(f) above, less the result given by dividing the amount at 2(g) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act as the basic amount of its Council Tax for the year for which dwellings in those parts of its area to which no special item relates.
- (i) **Table 2** (Band D charge for Parish and District combined), being the amounts given by adding to the amount at 2(g) above, the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the council in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in parts of its area to which one or more special items relate.
- (j) It be noted that for the year 2005-06 the Essex County Council, Essex Police Authority and Essex Fire Authority have stated that the following amounts in precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings are as shown below:-

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Essex County Council	611.82	713.79	815.76	917.73	1,121.67	1,325.61	1,529.55	1,835.46
Essex Police Authority	69.84	81.48	93.12	104.76	128.04	151.32	174.60	209.52
Essex Fire Authority	38.10	44.45	50.80	57.15	69.85	82.55	95.25	114.30

- (k) **Table3** (Total Council Tax for each valuation band)  
That having calculated the aggregate in each case of the amounts at (i) and (j) in paragraph 9 and 11 above the Council in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2005-06 for each of the categories of dwellings shown.

**Tax Base for each  
part of the  
Council's area**

**Table 1**

<u>Parish</u>	<u>Tax Base</u>		<u>Parish</u>	<u>Tax Base</u>
Arkesden	189.0		Leaden Roding	249.7
Ashdon	347.8		Lindsell	108.8
Aythorpe Roding	102.8		Littlebury	399.9
Barnston	382.4		Little Bardfield	123.0
Berden	212.6		Little Canfield	143.2
Birchanger	361.1		Little Chesterford	101.0
Broxted	224.7		Little Dunmow	583.8
Chickney	24.0		Little Easton	212.5
Chrishall	243.0		Little Hallingbury	698.0
Clavering	569.0		Manuden	290.8
Debden	370.8		Margaret Roding	78.3
Elmdon and Wenden Lofts	288.9		Newport	897.2
Elsenham	941.2		Quendon & Rickling	255.9
Farnham	190.3		Radwinter	252.4
Felsted	1217.8		Saffron Walden Town	5726.5
Great Canfield	189.3		The Sampfords	371.0
Great Chesterford	605.9		Sewards End	199.9
Great Dunmow Town	3106.8		Stansted	2337.3
Great Easton	385.1		Stebbing	627.3
Great Hallingbury	340.5		Strethall	15.0
Hadstock	158.7		Takeley	1042.8
Hatfield Broad Oak	561.3		Thaxted	1141.2
Hatfield Heath	838.0		Tilty	50.4
Hempstead	208.0		Ugley	202.6
Henham	548.2		Wendens Ambo	191.1
High Easter	331.5		White Roding	169.3
High Roding	199.2		Wicken Bonhunt	104.4
Langley	167.8		Widdington	240.7
			Wimbish	507.3
			<b>Total</b>	<b>30627.0</b>

**Band D charge for Parish and District combined**

**Table 2**

<u>Parish</u>	<u>Band D</u>	<u>Band D</u>	<u>Band D</u>	<u>Parish</u>	<u>Band D</u>	<u>Band D</u>	<u>Band D</u>
	<b>Parish</b>	<b>District</b>	<b>Combined</b>		<b>Parish</b>	<b>District</b>	<b>Combined</b>
	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>	<b>£</b>	<b>£</b>
Arkesden	34.39	122.08	156.47	Leaden Roding	17.02	122.08	139.10
Ashdon	41.20	122.08	163.28	Lindsell	0.00	122.08	122.08
Aythorpe Roding	19.46	122.08	141.54	Littlebury	43.94	122.08	166.02
Barnston	36.61	122.08	158.69	Little Bardfield	20.33	122.08	142.41
Berden	30.57	122.08	152.65	Little Canfield	19.20	122.08	141.28
Birchanger	30.64	122.08	152.72	Little Chesterford	18.32	122.08	140.40
Broxted	31.15	122.08	153.23	Little Dunmow	29.12	122.08	151.20
Chickney	0.00	122.08	122.08	Little Easton	37.65	122.08	159.73
Chrishall	45.27	122.08	167.35	Little Hallingbury	31.52	122.08	153.60
Clavering	13.18	122.08	135.26	Manuden	51.58	122.08	173.66
Debden	18.88	122.08	140.96	Margaret Roding	26.18	122.08	148.26
Elmdon and Wenden Lofts	24.23	122.08	146.31	Newport	50.16	122.08	172.24
Elsenham	26.56	122.08	148.64	Quendon & Rickling	23.45	122.08	145.53
Farnham	33.11	122.08	155.19	Radwinter	30.51	122.08	152.59
Felsted	28.74	122.08	150.82	Saffron Walden Town	85.29	122.08	207.37
Great Canfield	22.19	122.08	144.27	The Sampfords	24.26	122.08	146.34
Great Chesterford	44.56	122.08	166.64	Sewards End	40.52	122.08	162.60
Great Dunmow Town	67.96	122.08	190.04	Stansted	60.33	122.08	182.41
Great Easton	35.06	122.08	157.14	Stebbing	41.68	122.08	163.76
Great Hallingbury	27.90	122.08	149.98	Strethall	0.00	122.08	122.08
Hadstock	29.93	122.08	152.01	Takeley	57.54	122.08	179.62
Hatfield Broad Oak	27.61	122.08	149.69	Thaxted	46.44	122.08	168.52
Hatfield Heath	22.99	122.08	145.07	Tilty	0.00	122.08	122.08
Hempstead	35.10	122.08	157.18	Ugley	28.63	122.08	150.71
Henham	34.66	122.08	156.74	Wendens Ambo	40.29	122.08	162.37
High Easter	18.10	122.08	140.18	White Roding	14.47	122.08	136.55
High Roding	31.33	122.08	153.41	Wicken Bonhunt	0.00	122.08	122.08
Langley	23.84	122.08	145.92	Widdington	28.25	122.08	150.33
				Wimbish	21.68	122.08	143.76

**Table 3**

**TOTAL COUNCIL TAX FOR EACH VALUATION BAND 2005-06 (includes Essex CC, Essex Police, Essex Fire, Uttlesford DC and Parishes)**

Band	A	B	C	D	E	F	G	H
Band 'D' equivalent proportions	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Arkesden	824.07	961.42	1098.76	1,236.11	1510.80	1785.49	2060.18	2472.22
Ashdon	828.61	966.72	1104.82	1,242.92	1519.12	1795.33	2071.53	2485.84
Aythorpe Roding	814.12	949.81	1085.49	1,221.18	1492.55	1763.93	2035.30	2442.36
Barnston	825.55	963.15	1100.74	1,238.33	1513.51	1788.70	2063.88	2476.66
Berden	821.53	958.45	1095.37	1,232.29	1506.13	1779.97	2053.82	2464.58
Birchanger	821.57	958.50	1095.43	1,232.36	1506.22	1780.08	2053.93	2464.72
Broxted	821.91	958.90	1095.88	1,232.87	1506.84	1780.81	2054.78	2465.74
Chickney	801.15	934.67	1068.20	1,201.72	1468.77	1735.82	2002.87	2403.44
Chrishall	831.33	969.88	1108.44	1,246.99	1524.10	1801.21	2078.32	2493.98
Clavering	809.93	944.92	1079.91	1,214.90	1484.88	1754.86	2024.83	2429.80
Debden	813.73	949.36	1084.98	1,220.60	1491.84	1763.09	2034.33	2441.20
Elmdon and Wenden Lofts	817.30	953.52	1089.73	1,225.95	1498.38	1770.82	2043.25	2451.90
Elsenham	818.85	955.33	1091.80	1,228.28	1501.23	1774.18	2047.13	2456.56
Farnham	823.22	960.42	1097.63	1,234.83	1509.24	1783.64	2058.05	2469.66
Felsted	820.31	957.02	1093.74	1,230.46	1503.90	1777.33	2050.77	2460.92
Great Canfield	815.94	951.93	1087.92	1,223.91	1495.89	1767.87	2039.85	2447.82
Great Chesterford	830.85	969.33	1107.80	1,246.28	1523.23	1800.18	2077.13	2492.56
Great Dunmow Town	846.45	987.53	1128.60	1,269.68	1551.83	1833.98	2116.13	2539.36
Great Easton	824.52	961.94	1099.36	1,236.78	1511.62	1786.46	2061.30	2473.56
Great Hallingbury	819.75	956.37	1093.00	1,229.62	1502.87	1776.12	2049.37	2459.24
Hadstock	821.10	957.95	1094.80	1,231.65	1505.35	1779.05	2052.75	2463.30
Hatfield Broad Oak	819.55	956.15	1092.74	1,229.33	1502.51	1775.70	2048.88	2458.66
Hatfield Heath	816.47	952.55	1088.63	1,224.71	1496.87	1769.03	2041.18	2449.42
Hempstead	824.55	961.97	1099.40	1,236.82	1511.67	1786.52	2061.37	2473.64
Henham	824.25	961.63	1099.00	1,236.38	1511.13	1785.88	2060.63	2472.76
High Easter	813.21	948.75	1084.28	1,219.82	1490.89	1761.96	2033.03	2439.64
High Roding	822.03	959.04	1096.04	1,233.05	1507.06	1781.07	2055.08	2466.10
Langley	817.04	953.21	1089.39	1,225.56	1497.91	1770.25	2042.60	2451.12

**TOTAL COUNCIL TAX FOR EACH VALUATION BAND 2005-06 (includes Essex CC, Essex Police, Essex Fire, Uttlesford DC and Parishes)**

Band	A	B	C	D	E	F	G	H
Band 'D' equivalent proportions	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Leaden Roding	812.49	947.91	1083.32	1,218.74	1489.57	1760.40	2031.23	2437.48
Lindsell	801.15	934.67	1068.20	1,201.72	1468.77	1735.82	2002.87	2403.44
Littlebury	830.44	968.85	1107.25	1,245.66	1522.47	1799.29	2076.10	2491.32
Little Bardfield	814.70	950.48	1086.27	1,222.05	1493.62	1765.18	2036.75	2444.10
Little Canfield	813.95	949.60	1085.26	1,220.92	1492.24	1763.55	2034.87	2441.84
Little Chesterford	813.36	948.92	1084.48	1,220.04	1491.16	1762.28	2033.40	2440.08
Little Dunmow	820.56	957.32	1094.08	1,230.84	1504.36	1777.88	2051.40	2461.68
Little Easton	826.25	963.95	1101.66	1,239.37	1514.79	1790.20	2065.62	2478.74
Little Hallingbury	822.16	959.19	1096.21	1,233.24	1507.29	1781.35	2055.40	2466.48
Manuden	835.53	974.79	1114.04	1,253.30	1531.81	1810.32	2088.83	2506.60
Margaret Roding	818.60	955.03	1091.47	1,227.90	1500.77	1773.63	2046.50	2455.80
Newport	834.59	973.68	1112.78	1,251.88	1530.08	1808.27	2086.47	2503.76
Quendon & Rickling	816.78	952.91	1089.04	1,225.17	1497.43	1769.69	2041.95	2450.34
Radwinter	821.49	958.40	1095.32	1,232.23	1506.06	1779.89	2053.72	2464.46
Saffron Walden Town	858.01	1001.01	1144.01	1,287.01	1573.01	1859.01	2145.02	2574.02
The Sampfords	817.32	953.54	1089.76	1,225.98	1498.42	1770.86	2043.30	2451.96
Sewards End	828.16	966.19	1104.21	1,242.24	1518.29	1794.35	2070.40	2484.48
Stansted	841.37	981.59	1121.82	1,262.05	1542.51	1822.96	2103.42	2524.10
Stebbing	828.93	967.09	1105.24	1,243.40	1519.71	1796.02	2072.33	2486.80
Strethall	801.15	934.67	1068.20	1,201.72	1468.77	1735.82	2002.87	2403.44
Takeley	839.51	979.42	1119.34	1,259.26	1539.10	1818.93	2098.77	2518.52
Thaxted	832.11	970.79	1109.48	1,248.16	1525.53	1802.90	2080.27	2496.32
Tilty	801.15	934.67	1068.20	1,201.72	1468.77	1735.82	2002.87	2403.44
Ugley	820.23	956.94	1093.64	1,230.35	1503.76	1777.17	2050.58	2460.70
Wendens Ambo	828.01	966.01	1104.01	1,242.01	1518.01	1794.01	2070.02	2484.02
White Roding	810.79	945.93	1081.06	1,216.19	1486.45	1756.72	2026.98	2432.38
Wicken Bonhunt	801.15	934.67	1068.20	1,201.72	1468.77	1735.82	2002.87	2403.44
Widdington	819.98	956.64	1093.31	1,229.97	1503.30	1776.62	2049.95	2459.94
Wimbish	815.60	951.53	1087.47	1,223.40	1495.27	1767.13	2039.00	2446.80

## TOWN AND PARISH REQUIREMENTS

	Amount required by Parish £	Parish Tax Base (band D) equivalent No of Properties	Amount per Band D Property £
Arkesden	6,500.00	189.0	34.39
Ashdon	14,330.00	347.8	41.20
Aythorpe Roding	2,000.00	102.8	19.46
Barnston	14,000.00	382.4	36.61
Berden	6,500.00	212.6	30.57
Birchanger	11,063.00	361.1	30.64
Broxted	7,000.00	224.7	31.15
Chickney	0.00	24.0	0.00
Chrishall	11,000.00	243.0	45.27
Clavering	7,500.00	569.0	13.18
Debden	7,000.00	370.8	18.88
Elmdon & Wenden Lofts	7,000.00	288.9	24.23
Elsenham	25,000.00	941.2	26.56
Farnham	6,300.00	190.3	33.11
Felsted	35,000.00	1,217.8	28.74
Great Canfield	4,200.00	189.3	22.19
Great Chesterford	27,000.00	605.9	44.56
Great Dunmow	211,152.00	3,106.8	67.96
Great Easton	13,500.00	385.1	35.06
Great Hallingbury	9,500.00	340.5	27.90
Hadstock	4,750.00	158.7	29.93
Hatfield Broad Oak	15,500.00	561.3	27.61
Hatfield Heath	19,267.00	838.0	22.99
Hempstead	7,300.00	208.0	35.10
Henham	19,000.00	548.2	34.66
High Easter	6,000.00	331.5	18.10
High Roding	6,240.00	199.2	31.33
Langley	4,000.00	167.8	23.84
Leaden Roding	4,250.00	249.7	17.02
Lindsell	0.00	108.8	0.00
Littlebury	17,570.00	399.9	43.94
Little Bardfield	2,500.00	123.0	20.33
Little Canfield	2,750.00	143.2	19.20
Little Chesterford	1,850.00	101.0	18.32
Little Dunmow	17,000.00	583.8	29.12
Little Easton	8,000.00	212.5	37.65
Little Hallingbury	22,000.00	698.0	31.52
Manuden	15,000.00	290.8	51.58
Margaret Roding	2,050.00	78.3	26.18
Newport	45,000.00	897.2	50.16
Quendon & Rickling	6,000.00	255.9	23.45
Radwinter	7,700.00	252.4	30.51
Saffron Walden	488,425.00	5,726.5	85.29
Sampfords, The	9,000.00	371.0	24.26
Sewards End	8,100.00	199.9	40.52
Stansted	141,000.00	2,337.3	60.33
Stebbing	26,145.00	627.3	41.68
Strethall	0.00	15.0	0.00
Takeley	60,000.00	1,042.8	57.54
Thaxted	53,000.00	1,141.2	46.44
Tilty	0.00	50.4	0.00
Ugley	5,800.00	202.6	28.63
Wendens Ambo	7,700.00	191.1	40.29
White Roding	2,450.00	169.3	14.47

Wicken Bonhunt	0.00	104.4	0.00
Widdington	6,800.00	240.7	28.25
Wimbish	11,000.00	507.3	21.68
	1,478,692.00	30,627.0	

C83 **CAPITAL PROGRAMME 2005/06-2006/07**

Members received the recommendations of the Resources Committee meeting held on 3 February 2005 concerning the revised Capital Programme for 2004/05 and the programme for 2005/06.

RESOLVED that the Capital Programme as presented to the meeting of the Resources Committee held on 3 February 2005 and amended by that Committee be approved.

C84 **HOUSING REVENUE ACCOUNT ESTIMATES AND RENT SETTING 2005/06**

Members considered the recommendations of the Health and Housing Committee meeting held on 25 January 2005.

In moving the recommendation, Councillor Hibbs reiterated the feeling that District Councils should have more control over rents.

RESOLVED that the recommendations contained in the report submitted to the meeting and as set out in minute HH56 of the meeting of the Health and Housing Committee held on 25 January 2005 be approved.

C85 **PRUDENTIAL INDICATORS FOR 2005/06**

Members considered a report setting out the statutory indicators required by the Prudential Code for Capital Finance in Local Authorities.

RESOLVED that the Prudential Indicators for 2005/06 be set as outlined in the report

C86 **CORPORATE PLAN 2005-2008**

The Executive Programme Manager Quality of Life informed Members of the changes which had been made to the Draft Corporate Plan since the Council Meeting on 14 December 2004. She said that the reports of the User Focus Assessment, Planning Inspection and Benefit Take-up Inspection were awaited and once these were received any further alterations required would be included in the CD Rom. She also set out the final stages in the development of the Plan which would include the development of a project management approach across the whole of the Council leading to:

- Better definition of projects and resources required (including capital)
- Following through/up on commitments and delivery
- Management of unexpected issues/obstacles/opportunities
- Organisation flexibility



Councillor Wilcock thanked the Executive Programme Manager for leading the exercise in a well structured manner and thanked all Members who had contributed to it. He said that it was now important that the Plan was implemented, monitored and imbedded into the work of the Council.

Councillor Silver said that there were 31 aims and 40 “we will” items in the Plan and questioned whether it would be better to concentrate on fewer items which could be achieved in the first year and then address some of the other items in the longer term.

Councillor Cheetham said that it was important to get consultations rights and emphasised the need to get Uttlesford Life to all residents. Councillor Godwin shared her concern and reiterated her request for Councillors to advise Officers of areas where the relevant newspapers were not distributed. The Leader said that the Council was still not engaging with the public satisfactorily and needed to work harder at communications. He thanked Councillor Wilcock and the Executive Programme Manager Quality of Life for the work which they had put into the Corporate Plan process.

Councillor Ketteridge asked whether the previous Quality of Life Plan would become redundant if the new Corporate Plan was approved and also asked whether schemes were abandoned if they had not been carried forward. Councillor Wilcock said that the Plan lived on from year to year and was an evolving document. He said that if Councillor Ketteridge supplied him with a list of the schemes involved he would clarify the situation. The Executive Programme Manager Quality of Life said that a document had been circulated with the last report which explained the outcome of all schemes in previous plans. Councillor Tealby-Watson suggested that a workshop could be held to explain the Corporate Plan process more clearly.

RESOLVED that the Corporate Plan 2005-2008 be adopted, subject to any alterations that might need be made as a result of the Budget making process and the Council notes that the Plan will be subject to a review on an annual basis

C87

## **DRAFT EAST OF ENGLAND PLAN**

Councillor Hibbs declared a prejudicial interest as a local architect and left the Council Chamber for the remainder of the meeting. Councillor A Dean drew attention to a non-prejudicial interest as a Member of the Regional Assembly and Councillors Cheetham and Flack declared non-prejudicial interests as they served on panels at EERA.

Members considered a report which recommended that the Council supported the Draft East of England Plan in principle but sought modifications, principally to delete the focus on Great Dunmow for all new sites. However, the Council was recommended to make it clear to the Government that the draft Plan’s infrastructure proposals must be properly funded or delivery of the relevant elements of the Plan that depended on infrastructure improvements would potentially be delayed.

Members noted that Great Dunmow Town Council had asked that a copy of its resolution on the Plan be circulated and this was made available to Members at the meeting.

Councillor Thawley said that the Plan was a very important document and he circulated a paper setting out revised recommendations. He considered that it was important that the Council had a unified voice to go to the Assembly. He said that there were many good things in the Plan particularly in relation to sustainable development. The question was whether the Plan delivered the vision. He said that there was a lack of cash for infrastructure which had led to the Assembly withdrawing support for its own Plan. He added that there was a strong statement in the Plan about the development of the region's Airport but it was disappointing that the Plan still contained the predict and provide approach to housing. He said that there was an anomaly in the Plan in that Dunmow had been identified as a site for much of the housing provision. He said that the Plan should operate at a macro level with a broad brush approach and the District Council should be allowed to make its own decisions. He said that the Council needed to make it clear that it only supported the parts of the Plan which were sustainable. In conclusion, he thanked Officers and Members for their input and attendance at many meetings.

Councillor Cheetham asked that the recommendation should be amended by the deletion of the words more radical and the insertion of the word appropriate and the addition of the words "both for rental and shared equity". Councillor Thawley agreed to this amendment.

Councillor Murphy said that Government policy was encouraging population to move from the North to the Southeast of the country and he said that the Government should look at innovative ways of reversing this trend. He added that he was mystified as to how Dunmow had been the only small market town in the East of England which had been identified for housing provision.

Councillor Sell stressed the importance of the Plan and said that it would determine the quality of life for people in Uttlesford for the future. He said that the new housing provision would equate to approximately 19,000 new people in the district, which was an increase of 27% compared to an increase of 13% between the years 1981-2000. He said that the additional housing could not all be in the Dunmow area and there was a need for a dispersal policy. He also expressed concerns about the infrastructure implications particularly those resulting from the proposed developments in Bishop's Stortford and Harlow.

Councillor Tealby-Watson supported and welcomed the re-affirmation of the Council's opposition to a second runway. She asked that the lack of information about high tech developments in the M11 corridor be taken on board by the Environment Committee.

Councillor Gayler said that the Plan should be about a strategic overview. He said that the need for affordable housing was recognised and should be looked at in the detail. He suggested that the Plan would generate the need for more affordable housing. Councillor Clarke added that providing more houses was not the answer to affordable housing and the Government

needed to look at other ways of achieving this provision. Councillor Ketteridge considered that the duty was to provide affordable housing for the people of Uttlesford.

In response to the suggestion from Councillor Loughlin, Councillor Thawley confirmed that all Members would be invited to attend the meeting of the Environment Committee when the Council's response was finalised.

It was then unanimously RESOLVED that:

- 1 Subject to the deletion of Great Dunmow and its immediate surrounding rural area as the sole location identified in the draft Plan to receive the district's total allocation of houses, together with the other modifications as set out in the report, the Council will conditionally support the draft Plan in principle.
- 2 The Council confirms that it would oppose any redistribution of district level housing provision that resulted in an increase in the number of homes on new sites in Uttlesford, for example from the Harlow area to the A120 corridor.
- 3 The Council confirms that the siting of housing allocated to the Uttlesford District should be determined by the District Council in accordance with local assessment of need, including local requirements for affordable housing, availability of local employment, the need to protect small historic towns and villages and the local environment, and following full consultation with the local community including Town and Parish councils.
- 4 The Council confirms that it would be opposed to changes to the Plan to include provision for a second runway and associated facilities and infrastructure, and reaffirms its current policy with regard to the existing runway. It calls upon EERA to review its policies on aviation against social, environmental and economic sustainability criteria.
- 5 The Council confirms that its conditional support for the principle of the draft plan is also subject to full government funding of the draft Plan's infrastructure proposals without which there will be inadequate provision and delay.
- 6 The Council calls on EERA to look at innovative and appropriate policies to enable a much higher proportion of affordable housing both for rental and shared equity to be provided in areas with high house prices, rather than just securing them on the back of large market housing developments. It calls on the government to introduce funded schemes to enable affordable housing to be delivered for local people and their families.
- 7 The Council supports only those aspects of the Plan that are sustainable and will improve the quality of life of the people of this district.

- 8 The Environment Committee be authorised to finalise the detail of the Council's response as outlined above.

C88

### **AMENDMENT OF PROCEDURE RULES TO ENABLE THE APPOINTMENT OF AN ACTING VICE-CHAIRMAN OF THE COUNCIL**

Members were reminded that the recommendations in this report had been proposed and seconded at the Council meeting on 14 December and stood adjourned to this meeting.

The report set out the procedures which were necessary to enable an appointment of an Acting Vice-Chairman of the Council in the event that the elected Vice-Chairman was unable to act in that capacity and suggested that the Council's procedure rules be varied accordingly.

RESOLVED that:

- i) Members approve the addition of the following Council procedure rule
- “Appointment of acting Vice-Chairman
1. In the event that the Vice-Chairman appointed at the Annual Meeting of the Council shall be incapable of acting in that capacity by reason of injury, illness or for any other cause, the Council may, by resolution, at an ordinary meeting of the Council appoint one of its Members to be Acting Vice-Chairman until such time as the Vice-Chairman shall again be able to act in that capacity.
  2. An Acting Vice-Chairman so appointed shall assist the Chairman of the Council by representing the Council at Civic functions and events and shall also assist the Chairman of the Council in the conduct of Council Meetings.
  3. In the event that the Chairman and Vice-Chairman of the Council are both absent from a meeting of the Council then Members of the Council present at that meeting shall appoint one of the Members present to be the Chairman of the meeting who may or may not be the Acting Vice-Chairman”
- ii) Councillor A R Row be appointed Acting Vice-Chairman

C89

### **DISPENSATIONS FOR ABSENCE**

RESOLVED that the absence of Councillors W F Bowker and D W Corke from Council, Committee and Sub-Committee meetings beyond 28 February and 14 April 2005 respectively be approved on the

grounds of ill health until the Annual Council Meeting on 17 May 2005 and that the matter be reviewed at that time.

C90 **MEMBERSHIP OF STANDARDS COMMITTEE**

It was noted that Mr D James, a Town Councillor of Great Dunmow Town Council, had resigned his position as a Member of the Standards Committee thereby creating a vacancy.

In order to maintain impartiality, when a vacancy arose for a Town or Parish Councillor on the Standards Committee the Council sought a nomination from the Uttlesford Association of Local Councils. The Association had nominated Councillor Philip Leeder of Thaxed Parish Council to be a Member of the Standards Committee.

RESOLVED that the Council appoint Councillor Philip Leeder as a Member of the Standards Committee

C91 **APPOINTMENT TO TASK GROUPS**

RESOLVED that:

- 1 Councillor Hughes be appointed to fill the vacancy on the CPA Task Group
- 2 Councillor Jones be appointed to replace Councillor Lelliott on the Strategic Development Advisory Group

C92 **UTTLESFORD CITIZENS ADVICE BUREAU**

Members were advised of constitutional changes to the Uttlesford Citizens Advice Bureau (CAB) which had addressed concerns about the conflict of interest between nominated representatives having to represent the nominating organisation and being a director of the CAB. The National Association of Citizens Advice Bureaux, had provided guidance that Board Directors should only be the elected Members and the Uttlesford CAB had amended its Memorandum of Association and Articles to reflect this.

Accordingly the Council was now able to apply for Corporate Membership. If this was approved the Council would then be invited to nominate one representative.

RESOLVED that the Council applies for Corporate Membership of the Uttlesford Citizens Advice Bureau.

C93 **CONSTITUTION TASK GROUP**

Councillor Wilcock advised Members of the discussions which had been held at the Members' workshop on 1 February and thanked Members for the steer

which had been given at this workshop. The Task Group would meet again on 17 February 2005 to consider the issues which had been raised.

C94 **TSUMAMI DISASTER**

The Chief Executive submitted a report regarding possible ways in which the Council could assist in the recovery efforts following the Indian Ocean Tsumami disaster. The report set out what had been done, the legal position and possible courses of action if the Council wished to offer further assistance.

Councillor C Dean said that she supported the initiatives contained in the report but did not feel it was appropriate to include the suggestion that the incoming Chairman of the Council should consider whether the Tsumami appeal should be their chosen charity for 2005/06 and considered that charities closer to home would be more appropriate. Councillor Gayler agreed and it was

RESOLVED that the Council notes and endorses the sentiment of the report and asks Officers to

- 1 Confirm to the PCT and CVS that it wishes to cooperate in supporting recovery efforts and to register its willingness to help with the Local Government International Bureau
- 2 Make clear to staff and others that requests for extended leave to assist in recovery efforts will be treated sympathetically in accordance with existing policies.

C95 **STRATEGIC ADVISORY DEVELOPMENT GROUP**

The Chairman agreed to the consideration of this item as a meeting was scheduled for the following day.

The Chief Executive reported that the meeting of the Strategic Development Advisory Group scheduled for 16 February 2005 had been cancelled.

The meeting ended at 10.10pm