

5 April 2007

Dear Councillor

COUNCIL MEETING

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden on Tuesday 17 April 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

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 P A R T I

- 1 Members question and answer session (up to 15 minutes).
- 2 Apologies for absence and declarations of interest.
- 3 To receive the Minutes of the meeting held on 15 February 2007 (attached).
- 4 Business arising.
- 5 Chairman's communications.
- 6 Leader's communications.
- 7 Matters arising from Committees.

Museum Service – Heritage Quest Centre and Heritage Lottery Fund

Report to Community Committee and minutes of Community Committee on 15 March (Minute C69) and Operations Committee on 22 March 2007 (Minute OP50) attached.

8 Constitution Task Group.

Item for Decision

This report sets out the conclusions and recommendations of the Constitution Task Group following its consideration of the issues referred to it by the Council at its meeting on 15 February 2007.

9 Code of Conduct.

Item for Decision.

This report asks the Council to adopt the Model Code of Conduct for Elected Members which will come into the effect on 3 May 2007.

10 General Fund Budget – Protected Outturn.

Item for Decision

Following a review of the Council's likely budget outturn for 2006/07 by the Operations Committee, this report advises the Full Council of the overall budgetary position on the General Fund and reserves.

11 Fees for Premises Licences under the Gambling Act 2005.

Item for Decision

This report asks Members to agree to:-

- (i) That for the first 12 months of operation of the Gambling Act 2005 the Council fixes the fees at the maximum level permitted by the statutory instrument.
- (ii) That the power to fix licensing fees for subsequent years be delegated to the Licensing Committee.
- (iii) That there be a review of the fee levels at the end of the first year of the operation of the Act.

12 Appointment of Independent Persons to the Standards Committee.

Item for Decision

This report is to ask the Council to approve the recommendations of the interview panel for the appointment of Independent Persons to the Standards Committee.

13 Equalities and Inclusion Policy.

Item for Decision

Members are asked to adopt the Uttlesford District Council Equalities and Inclusion Policy, subject to further consultation.

14 To consider questions under the Council Procedure Rule 8.2

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

Part II

(Paragraph 3 of Schedule 12A of the Local Government (Access to Information)
(Variation) Order 2006)

16 Audit Partnership.

Item for Decision.

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. 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 Ellen O'Malley 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@uttlesford.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.