

13 October 2008

Dear Councillor

COUNCIL MEETING

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden on Tuesday, 21 October 2008 at 7.45 pm, or at the conclusion of the question and answer session, whichever is the earlier.

Yours faithfully

JOHN MITCHELL

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.

PART 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 22 July 2008 (attached).
- 4 Business arising.
- 5 The Chairman to sign a copy of the Universal Declaration of Human Rights to pledge the Council's commitment to its provisions on the sixtieth anniversary of the original signing. Representatives of the United Nations Association and Amnesty International will be present by invitation.
- 6 An invitation has been sent to Uttlesford residents who were competitors in the recent Olympic and Paralympic games held in Beijing to attend this meeting to receive a certificate from the Chairman.
- 7 Chairman's communications.
- 8 Leader's communications.
- 9 Financial markets and investment income – report to follow.
- 10 Stansted Airport G1 appeal decision – an oral report will be given at the meeting.

- 11 Stansted Second Runway – objections to the facilitating transport infrastructure and compulsory purchase orders – request for a resolution under section 239 of the Local Government Act 1972.
- 12 Matters arising from Committees-
 - (i) Standards Committee on 22 September 2008 – Minute S15 - to approve a Protocol for the Member use of IT resources.
 - (ii) Community Committee on 18 September 2008 – Minute C31 – to receive a recommendation for the disposal of three housing plots at nil value.
 - (iii) Constitution Working Group on 13 October 2008 – to consider a recommendation concerning the appropriate Member mechanism to deal with the housing service (Minutes to follow).
- 13 Annual Governance report – to receive an update on unresolved balances.
- 14 Communities in Control – Real People, Real Power - Improving local accountability consultation.
- 15 To consider questions under Procedure Rule 8.2.
- 16 Any other items which the Chairman considers to be urgent.

PART 2

Consideration of a report containing exempt information within the meaning of s.100I and paragraph 1 Schedule 12A of the Local Government Act 1972

- 17 Appointment of a Director of Central Services and Section 151 officer.

The Appointments Committee met on 17 September and the Committee's recommendation will be reported to this meeting.

MEETINGS AND THE PUBLIC
<p>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.</p> <p>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 midday two working days 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.</p> <p>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.</p> <p style="text-align: center;">Page 2</p> <p>You are entitled to see any of the background papers that are listed at the end of each</p>

report.

If you want to inspect background papers or speak before a meeting please contact either Peter Snow on 01799 510430, Maggie Cox on 01799 510369, Rebecca Procter 01799 510433 Cathy Roberts on 01799 510434, 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 Peter Snow on 01799 510430 or email psnow@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 designated fire 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 make your way to the flagpole near the visitor car park. Do not wait immediately next to the building.
- Do not re-enter the building until told to do so.