

2 December 2013

Dear Councillor

COUNCIL MEETING

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden, on **Tuesday 10 December 2013** at 7.45pm, or at the conclusion of the public speaking session whichever is the earlier.

Yours faithfully

JOHN MITCHELL

Chief Executive

Commencing at 7.30pm, 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

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1	Apologies for absence and declarations of interest.	
2	To approve the Minutes of the meeting held on 8 October 2013.	
3	Business arising.	
4	Report of the Independent Remuneration Panel as to the allowances to apply in 2014/15. The Chairman John Nowell and other members of the Panel will be in attendance to present the report and answer any questions.	
5	Chairman's announcements.	
6	Matters of report from the Leader and members of the Executive: (a) Councillor A Walters, portfolio holder for Community Safety	
7	Members' questions to the Leader, members of the executive and chairmen of committees (up to 15 minutes).	
8	Matters received from the executive (standing item): (a) 2014/15 Local Council Tax Support and Council Tax Discounts –	

	recommendation from the Cabinet meeting on 24 October 2013	
9	Matters received about joint arrangements and external organisations (standing item).	
10	Matters received from committees and working groups (standing item): (a) Protocol for the call-in of planning applications – recommendation from the Standards Committee on 7 October 2013	
11	To consider the following motion submitted by Councillor Parr: UTTLESFORD'S LOCAL PLAN The council 1. notes continuing and growing public concern expressed in the local press and directly to members about the way in which the council is preparing the district's Local Plan; 2. notes the formation of Uttlesford United Residents and resolves to consider seriously its messages to the council; 3. notes the challenge at the planning committee on November 20 th by a Queen's Counsel over the conduct of a planning application for 800 homes at Elsenham/Henham; 4. is concerned that the basis of the current consultation agreed by the cabinet to increase housing numbers and to locate these may be subject to challenge because the related consultation has excluded comment from the public on proposals in the extant draft Local Plan; 5. resolves to set up an inquiry involving independent persons and external parties into the formulation and determination of the Local Plan and related matters; membership to be agreed on an all party basis; 6. requires the results of the inquiry to be reported by March 2014.	
12	Any other items that the Chairman considers to be urgent.	

PART 2

There are presently no items containing exempt information for consideration under this part of the agenda.

To: All members of the Council.

Lead Officer: John Mitchell (01799 510400)
Democratic Services Officer Peter Snow (01799 510430)

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Cabinet or 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 or ask questions at any of these meetings. You will need to register with the Democratic Services 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.

A different scheme is applicable to meetings of the Planning Committee and you should refer to the relevant information for further details.

Please note that meetings of working groups and task groups are not held in public and the access to information rules do not apply to these meetings.

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 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 Peter Snow on 01799 510430, Maggie Cox on 01799 510369, Rebecca Dobson 01799 510433, or by fax on 01799 510550.

Agenda and Minutes are available in alternative formats and/or languages. For more information please call 01799 510510.

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 a designated officer. 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.