

4 July 2014

Dear Councillor

## **COUNCIL MEETING**

A meeting of the Council will be held at the Council Offices, London Road, Saffron Walden, on Tuesday 15 July 2014 at 7.45pm, or at the conclusion of the public speaking session whichever is the earlier.

Yours faithfully

JOHN MITCHELL

Chief Executive

Please note: prior to the meeting commencing at 7pm, there will be a presentation by Karla McLeish of Family Mosaic about the work of the organisation across the community. All members are invited to attend this presentation and to arrive before 7pm for a prompt start.

***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**

		<b>Page</b>
1	Apologies for absence and declarations of interest.	
2	To approve the Minutes of the Annual meeting held on 13 May 2014.	
3	Business arising.	
4	Resignation of Leader of the Council and outgoing Leader's remarks.	
5	Election of Leader of the Council.	
6	Chairman's announcements.	
7	Matters of report from the Leader and members of the Executive:	

	<p>(i) Report from Councillor Cheetham following meetings of SASIG and the Airports Commission Secretariat (to follow)</p> <p>(ii) Report from Councillor S Barker covering her Environment portfolio</p>	
8	Members' questions to the Leader, members of the executive and chairmen of committees (up to 15 minutes).	
9	Matters received from the executive (standing item).	
10	Matters received about joint arrangements and external organisations (standing item).	
11	<p>Matters received from committees and working groups (standing item):</p> <p>(a) Item referred from Standards Committee on 16 June 2014</p> <p>(i) Annual Report of Standards Committee</p> <p>(b) Annual Report of Scrutiny Committee</p> <p>(c) Items received from the Performance and Audit Committee on 15 May 2014</p> <p>(i) Recommendation to approve revised Financial Regulations</p> <p>(ii) Recommendation to approve revised Contract Procedure Rules</p> <p>(iii) Annual Report of Performance and Audit Committee</p> <p>(d) Item referred from Constitution Working Group on 1 July 2014</p> <p>(i) Recommendation to revise the procedure for Public Speaking at Planning Committee meetings</p>	
12	Note the election of Councillor A Dean as leader of the Liberal Democrat group and consider the request of the group to substitute Councillor Dean for Councillor Parr on the Performance and Audit Committee.	
13	Appointment of s151 Officer	
14	To agree an amendment to the Committee timetable to change the date of the Scrutiny Committee meeting on Tuesday 14 October to Tuesday 7 October.	
15	Publication of members' attendance records on the Council's website.	
16	<p>To consider the following motion submitted by Councillors Dean, Mackman, Morson, Parry and Perry:</p> <p>1. Council notes that the planning committee voted on June 25<sup>th</sup> 2014 in favour of not defending an appeal by Fairfield against a</p>	

	<p>dual refusal by UDC of 800 homes at Station Road, Elsenham.</p> <ol style="list-style-type: none"> <li>2. Council also notes that the matter was tabled on the agenda with obscure wording which prevented members not on the planning committee from knowing what was to be discussed.</li> <li>3. The planning committee does not have delegated authority from council to determine matters relating to appeals, especially matters of political significance to the local plan, nor to make decisions not to defend a highly controversial appeal against one of its own planning refusal decisions. The planning committee must preserve its independence from executive matters and party politics in line with codes and government regulation.</li> <li>4. Council therefore resolves to determine this matter itself at the earliest opportunity.</li> </ol>	
17	Any other items that the Chairman considers to be urgent.	

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](http://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](mailto: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.