



# Uttlesford District Council

Chief Executive: Dawn French

## Council

**Date:** Tuesday, 17 May 2016  
**Time:** 19:30  
**Venue:** Council Chamber  
**Address:** Council Offices, London Road, Saffron Walden, CB11 4ER

**Members:** All Members of the Council

### Public Speaking

At the start of the meeting 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 notice by 12 noon two working days before the meeting.

## AGENDA PART 1

### Open to Public and Press

- 1 Election of Chairman**  
Councillor J Davey has already been nominated for this post under Article 5.1.2
- 2 Chairman's Statutory Declaration of Acceptance of office**  
The Chairman to make the Statutory Acceptance of Office
- 3 Appointment of Vice- Chairman**  
Councillor G Sell has already been nominated for this post under Article 5.1.2
- 4 Vice-Chairman's Statutory Declaration of Office**  
The Vice- Chairman to make the statutory declaration of Office

- 5 Apologies for absence and declarations of interest**  
To receive any apologies for absence and declarations of interest.
- 6 Minutes of previous meeting** 5 - 8  
To receive the minutes of the meeting held on 12 April 2016
- 7 Matters Arising**  
To consider matters arising from the minutes
- 8 Chairman's announcements**  
To receive any announcements from the Chairman
- 9 Leader's announcements**  
To receive the Leader's announcements
- 10 Review of political balance** 9 - 12  
To review the political balance of the council
- 11 Appointments of committees 2016 -17** 13 - 14  
To appoint the Council's committees for 2016/17
- 12 Appointment of Working Groups 2016-17** 15 - 16  
To appoint the council's working groups for 2016/17
- 13 Essex Police and Crime Panel**  
To appoint a member to the Essex Police and Crime Panel
- 14 Reports from the Leader and members of the Executive**  
To receive matters of report from the Leader and members of the Executive
- 15 Annual reports from the Scrutiny and Performance & Audit Committees**  
To receive the annual reports

- 16 Members' questions to the Leader, members of the Executive and chairmen of committees (up to 15 Minutes)**  
To receive members questions
- 17 Matters received about joint arrangements and external organisations**  
Matters concerning joint arrangements and external organisations
- 18 Matters received from committees and working groups (standing item)**  
To consider any matters referred from committees and working groups
- 19 Any other items which the Chairman considers to be urgent**  
To consider any items which the Chairman considers to be urgent.

## **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). For background papers in relation to this meeting please contact [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk) or phone 01799 510430/433/369.

Members of the public and representatives of parish and town councils are 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.

The agenda is split into two parts. Most of the business is dealt with in Part I 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.

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 [committee@uttlesford.gov.uk](mailto:committee@uttlesford.gov.uk) or phone 01799 510430/433 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.

#### **For information about this meeting please contact Democratic Services**

Telephone: 01799 510433, 510369 or 510548

Email: [Committee@uttlesford.gov.uk](mailto:Committee@uttlesford.gov.uk)

#### **General Enquiries**

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