

12 May 2006

Dear Councillor

EAST AREA PANEL

A meeting of the East Area Panel will be held on Tuesday 23 May 2006 at Foakes Hall, Great Dunmow, starting at 7.00 pm. Parking will be available.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

A G E N D A P A R T I

- 1 Open question and answer session for East Area Panel.
- 2 Apologies for absence and declarations of interest.
- 3 Minutes of the meeting held on 1 March 2006 and of the extraordinary meeting held on 26 April 2006 (attached).
- 4 Business arising.
- 5 Great Dunmow Primary School – Housing Land, Eastern Boundary – Rod Chamberlain/Helen Joy.
To provide an update on progress since the last meeting.
- 6 Parish Review – Little Dunmow/Oakwood Park – Peter Snow.

Item for decision

The Panel is asked whether to propose the creation of a new parish based on the area of Oakwood Park, and, if so, consider the name and boundary of the new parish and what the electoral arrangements should be.

- 7 Draft Work Programme – Gaynor Bradley.

Item for decision

To approve a draft Work Programme for the Panel

- 8 Any other business that the Chairman considers to be urgent.

To:- Councillors C A Cant, C D Down, S Flack, M L Foley, M A Gayler, **D W Gregory**, E Gower, E W Hicks, M Miller, J P Murphy, F E Silver, A R Thawley and A M Wattebot.

Lead Officer: Gaynor Bradley
Committee Officer: Mick Purkiss

AREA PANELS - MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Area Panel meetings and are welcome to ask questions during the half hour question and answer session. The chairman may also take questions from the public during the meeting on agenda items. 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 encouraged to speak at the meetings.

Occasionally the agenda is split into two parts. Most of the business will be 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 Victoria Harvey on 01799 510433 or by fax on 01799 510550.

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- 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.