

25 August 2006

Dear Councillor

**EAST AREA PANEL**

A meeting of the East Area Panel will be held on Tuesday 5 September 2006 at Foakes Hall Great Dunmow at 7.00pm. (Parking is available).

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

**DOORS OPEN AT 7.00PM**

**At 7pm there will be an open question and answer session for public and parish representatives with members of East Area Panel followed immediately by the formal agenda.**

**A G E N D A  
P A R T I**

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 25 May 2006 (attached).
- 3 Business arising.
- 4 Tourism.  
Item for discussion  
Presentation by Elisabeth Blackie Uttlesford Tourism Officer.
- 5 Great Dunmow Primary School Housing Land, Eastern Boundary.  
Item for decision

The report outlines the situation regarding the strip of land along the boundary of the new Great Dunmow Primary school and recommends that no further action is taken about closing access to the land and that discussions with the County Council continue regarding future ownership.

6 Community Project Grants.

Item for decision

Decision on applications received by Uttlesford District Council from community groups within the east area of the District.

7 Review of Polling Districts and Polling Places.

Item for recommendation

The Area Panel is asked to recommend the adoption of a suitable polling scheme, in so far as it applies to those wards and parishes within the Panel's Area and the preferred scheme be incorporated into a revised scheme for the district.

8 Update on Stansted Airport.

Item for discussion

9 Dunmow Skatepark.

Item for discussion

Presentation by the Dunmow Skatepark Association.

10 Highways and Transportation Street Lighting Policy and Practice.

Item for decision

The report provides background information which led to the decision by Essex County Council to switch off street lighting in Uttlesford during the night.

11 Community Development Report.

Item for decision

Advice to the panel on related community development activities and schemes.

12 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 (01799 510348)  
Area Champion: David Toombs (01799 510566)  
Committee Officer: Maggie Cox (01799 510369)

## **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](http://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.

## **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 available exit. When entering a building please look for the nearest fire exit. When evacuating the building please note:

- 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.