

28 May 2010

Dear Councillor

ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held at the Council Offices, London Road Saffron Walden, on Tuesday 8 June 2010 at 7.30pm

Yours faithfully

JOHN MITCHELL

Chief Executive

Commencing at 7.30 pm, 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

The meeting will be preceded by a site inspection of Claypits Plantation, Debden Road, Saffron Walden at 6:45pm. Please see attached plan for site location and parking arrangements

**A G E N D A
PART I**

- 1 Apologies for absence and declarations of interest
- 2 Minutes of the meeting held on 16 March 2010
- 3 Matters arising
- 4 Chairman's items
- 5 **BMX track Claypits Plantation Saffron Walden**

This report recommends that the Committee approve the use of the BMX track created by users in Claypits Plantation, provided that the user group is prepared to become involved in maintaining and managing the use of the site

6 Lead Officers Report

This report updates the Committee on matters that are not covered elsewhere on the agenda.

7 Civic Pride Initiative

This report advises that the Council will be starting a campaign about anti littering and taking pride in where we live. It sets out various initiatives and seeks approval of a budget allocation of £15,000 from the Business Development Reserve, if required.

8 Birchanger Wood

A request from the Management Trust for a financial contribution towards works required to trees bordering the A120 was reported the last meeting of the Committee. This report includes a copy of the Trust's accounts and asks the Committee to determine the request.

9 Use of Local Authority Business Growth Initiative Funding

This report asks the Committee to determine whether to assign LABGI funds to Uttlesford Futures for use on economic development, skills and learning activity, in response to a request from the Chairman of the EDSL working group identifying six action areas.

10 Low emission vehicle car parking charge concession

This report proposes a pilot car parking fee concession for the drivers of very low emission vehicles using the Swan Meadow Car Park in Saffron Walden.

11 Car Park Lighting Policy – Fairycroft Car Park

This report invites the Committee to adopt a new lighting policy for this car park based on the successful 12 month trial arrangements.

12 Committee Work Programme 2010/11

The Committee is asked to note the proposed programme.

13 Any other items that the Chairman considers to be urgent.

To: - Councillors K R Artus, H J Asker, **S Barker**, C A Cant, R Chamberlain, J F Cheetham, J E Davey, C M Dean, C D Down, E J Godwin, E J Hicks, S J Howell, C C Smith, A M Wattebot and A C Yarwood.

Lead Officer: Roger Harborough (01799 510457)
Democratic Services Officer: Maggie Cox (01799 510369)

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's 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 permitted to speak at the meetings. You will need to register with the Committee 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.

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 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 in 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 Procter 01799 510433 Cathy Roberts on 01799 510434, 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 Committee staff. 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 by the committee lead officer.