

23 August 2002

Dear Councillor

STANSTED AIRPORT REFERENDUM GROUP

A meeting of the Stansted Airport Referendum Group will be held at the Council Offices, London Road, Saffron Walden on Wednesday 28 August at 7.30pm.

Yours faithfully

ELIZABETH FORBES

Chief Executive

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

- 1 Apologies for absence and declarations of interest.
- 2 Appointment of Chairman.
- 3 Minutes of the meeting held on 25 July 2001 (previously circulated).
- 4 Business arising.
- 5 To consider proposals relating to a referendum.
 - (i) Evaluation of responses to conduct referendum.
 - (ii) Content of question(s) for referendum.
 - (iii) Information and publicity.
- 6 Any other business which the Chairman considered to be urgent.

To:- Councillors Mrs M A Caton, Mrs C M Dean, R D Green, P G F Lewis, R J O'Neill and G Sell.

MEETINGS AND THE PUBLIC

Members of the public are welcome to attend any of the Council's Committee meetings and listen to the debate.

You also have the opportunity to ask questions or make statements before meetings of the Council and the Resources, Community and Leisure, Environment and Transport, Health and Housing and Scrutiny Committees. This 'question time' takes place at 7.30pm prior to the normal business of the meeting. You must give at least 2 working days notice if you intend to speak. Also, it would be helpful if you could let us know what the questions are, so that we can investigate the issue for you, if possible.

The agenda is split into 2 parts. Most of the business is dealt within Part I which is open to the public. Part II includes items which must be discussed in the absence of the press or public, as they might 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, Laurel Crowe on 01799 510433, Maggie Cox on 01799 510369, Cathy Roberts on 01799 510434 or Peter Snow on 01799 510431 or by fax on 01799 510550