

26 August 2004

Dear Councillor

TRANSPORT AND HIGHWAYS COMMITTEE

A meeting of the Transport and Highways Committee will be held at the Council Offices, **LONDON ROAD, SAFFRON WALDEN**, on Wednesday 8 September 2004 at 7.45 pm or at the conclusion of the question and answer session whichever is the earlier.

Yours faithfully

ALASDAIR BOVAIRD

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.

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

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 21 June 2004 (previously circulated).

Items for Decision

- 3 ECC notification of a seasonal prohibition of driving order and a seasonal prohibition of horses order.
- 4 Travel Plan

Items for information

- 5 Progress report on Local Service Agreement
- 6 Minutes of Decriminalisation of Parking Enforcement Task Group on 23 June 2004 (attached).
- 7 Minutes of Uttlesford Transport Forum on 20 July 2004 (to follow).

- 8 Minutes of the Great Dunmow and Saffron Walden Local Road Safety Committees held on 2 and 7 June 2004 (attached).
- 9 Any other business which the Chairman considers to be urgent.

Lead Officer: Jeremy Pine
Committee Officer: Maggie Cox

To:- Councillors E C Abrahams, K R Artus, **W F Bowker**, C M Dean,
R F Freeman, D W Gregory, B M Hughes, J E Menell, G Sell, A M Wattebot.

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, Highways and Transport, Health and Housing and Scrutiny Committees. This 'question time' takes place immediately 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, Rubina Kirmani 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