

## **EAST HERTFORDSHIRE DISTRICT COUNCIL**

NOTICE IS HEREBY GIVEN that the Annual meeting of East Hertfordshire District Council will be held in the Council Chamber, Wallfields, Hertford on Wednesday 10th May, 2017 at 7.00 pm, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

Dated this 2nd day of May 2017

Head of Legal and  
Democratic Services

*Note: Prayers will be said before the meeting commences. Those Members who do not wish to participate will be invited to enter the Chamber at their conclusion*

### **AGENDA**

1. Chairman's Announcements

*To receive any announcements.*

2. Election of Chairman of the Council 2017/18

*To elect the Chairman of the Council for 2017-18, following which the Chairman will make the statutory declaration of acceptance of office.*

3. Appointment of Vice-Chairman of the Council for 2017-18

*To appoint the Vice-Chairman for 2017-18, following which the Chairman will make the statutory declaration of acceptance of office.*

4. Further Chairman's Announcements

*To receive any announcements of the newly-elected Chairman.*

5. Minutes (Pages 7 - 16)

*To approve as a correct record and authorise the Chairman to sign the*

*Minutes of the Extraordinary Council meeting held on 29 March 2017.*

6. Declarations of Interest

*To receive any Members' declarations of interest.*

7. Petitions

*To receive any petitions.*

8. Public Questions

*To receive any public questions.*

9. Members' questions

*To receive any Members' questions.*

10. Executive Report - 4 April 2017 (Pages 17 - 22)

*To receive a report from the Leader of the Council and to consider recommendations on the matter below:*

(A) Waste and Street Cleansing Vehicles

*Minute 655 refers*

*Note – Members may find it useful to have their Executive agendas to hand.*

11. Human Resources Committee: Minutes - 18 January 2017 (Pages 23 - 30)

*Chairman: Councillor C Woodward*

12. Audit and Governance Committee: Minutes - 25 January 2017 (Pages 31 - 40)

*Chairman: Councillor M Pope*

13. Development Management Committee: Minutes - 5 April 2017 (Pages 41 - 50)

*Chairman: Councillor T Page*

14. Review of the Council's Decision-Making Structure (Pages 51 - 62)

*To consider a report of the Head of Legal and Democratic Services*

15. Outside Bodies - Annual Report (Pages 63 - 120)

*To consider a report of the Head of Legal and Democratic Services*

16. Members' Allowances - Report of the Independent Remuneration Panel (Pages 121 - 138)

*To consider a report of the Head of Legal and Democratic Services*

17. Pay Policy Statement 2017-18 (Pages 139 - 140)

*To consider a report of the Head of Legal and Democratic Services*

18. Buntingford Community Area Neighbourhood Plan 2014-2031 (Pages 141 - 238)

*To consider a report of the Leader of the Council*

19. Community Governance Reviews (Pages 239 - 244)

*To consider a report of the Head of Legal and Democratic Services*

20. Extension of Leave of Absence (Pages 245 - 248)

*To consider a report of the Head of Legal and Democratic Services*

21. Motions on Notice

*To receive Motions on Notice.*

## DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
  - must not participate in any discussion of the matter at the meeting;
  - must not participate in any vote taken on the matter at the meeting;
  - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
  - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
  - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.
4. It is a criminal offence to:
  - fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
  - fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
  - participate in any discussion or vote on a matter in which a Member has a DPI;
  - knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.)

---

### **Public Attendance**

East Herts Council welcomes public attendance at its meetings and will provide a reasonable number of agendas for viewing at the meeting. Please note that there is seating for 27 members of the public and space for a further 30 standing in the Council Chamber on a “first come first served” basis. When the Council anticipates a large attendance, an additional 30 members of the public can be accommodated in Room 27 (standing room only), again on a “first come, first served” basis, to view the meeting via webcast.

If you think a meeting you plan to attend could be very busy, you can check if the extra space will be available by emailing [committee.services@eastherts.gov.uk](mailto:committee.services@eastherts.gov.uk) or calling the Council on 01279 655261 and asking to speak to Democratic Services.

### **Audio/Visual Recording of meetings**

Everyone is welcome to record meetings of the Council and its Committees using whatever, non-disruptive, methods you think are suitable, which may include social media of any kind, such as tweeting, blogging or Facebook. However, oral reporting or commentary is prohibited. If you have any questions about this please contact Democratic Services (members of the press should contact the Press Office). Please note that the Chairman of the meeting has the discretion to halt any recording for a number of reasons, including disruption caused by the filming or the nature of the business being conducted. Anyone filming a meeting should focus only on those actively participating and be sensitive to the rights of minors, vulnerable adults and those members of the public who have not consented to being filmed.