

## **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 15th May, 2013 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 7th day of May 2013.

Jeff Hughes  
Head of Democratic and  
Legal Support 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 for the Civic Year 2013/14

*Following election, the Chairman to make the statutory declaration of acceptance of office.*

3. Appointment of Vice-Chairman of the Council for the Civic Year 2013/14

*Following appointment, the Vice-Chairman to 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 - 14)

*To approve as a correct record and authorise the Chairman to sign the Minutes of the Council meeting held on 6 March 2013.*

6. Declarations of Interest

*To receive any Members' declarations of interest.*

7. Members' questions

*To receive any Members' questions.*

8. Community Scrutiny Committee: Minutes - 12 March 2013 (Pages 15 - 22)

*Chairman: Councillor G McAndrew*

9. Audit Committee: Minutes - 13 March 2013 (Pages 23 - 32)

*Chairman: Councillor J Ranger*

10. Licensing Committee: Minutes - 14 March 2013 (Pages 33 - 40)

*Chairman: Councillor Mrs R Cheswright*

11. Corporate Business Scrutiny Committee: Minutes - 19 March 2013 (Pages 41 - 48)

*Chairman: Councillor D Andrews*

12. Human Resources Committee: Minutes - 20 March 2013 (Pages 49 - 56)

*Chairman: Councillor C Woodward*

13. Development Control Committee: Minutes - 20 March 2013 (Pages 57 - 78)

*Chairman: Councillor S Rutland-Barsby*

14. Review of the Council's Decision-Making Structure

*To receive a report of the Head of Democratic and Legal Support Services (to follow).*

15. Review of Constitution

*To receive a report of the Monitoring Officer (to follow).*

16. 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.)