

## **EAST HERTFORDSHIRE DISTRICT COUNCIL**

NOTICE IS HEREBY GIVEN that a meeting of East Hertfordshire District Council will be held in the Council Chamber, Wallfields, Hertford on Wednesday 27th July, 2016 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 14<sup>th</sup> day of July 2016

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. Minutes (Pages 9 - 24)

*To approve as a correct record and authorise the Chairman to sign the Minutes of the Annual Council meeting held on 18 May 2016.*

3. Declarations of Interest

*To receive any Members' declarations of interest.*

4. Petitions

*To receive any petitions.*

5. Public Questions

*To receive any public questions.*

6. Members' questions

*To receive any Members' questions.*

7. Executive Report - 7 June 2016 (Pages 25 - 46)

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

(A) Buntingford Conservation Area Appraisal and Management Plan

*Minute 52 refers*

(B) Ware Conservation Area Appraisal and Management Plan

*Minute 53 refers*

(C) Council Tax Discounts

*Minute 54 refers*

(D) Council Tax Support Scheme 2017/18

*Minute 55 refers*

(E) Development Management Pre-Application Advice Service - Revision of Charges

*Minute 56 refers*

(F) East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment Update February 2016

*Minute 57 refers*

(G) The Gilston Area and the Government's 'Locally Led Garden Villages, Towns and Cities' Prospectus

*Minute 58 refers*

- (H) Local Development Scheme (LDS) May 2016

*Minute 59 refers*

- (I) East Herts Draft District Plan – Chapter 15 – Retail and Town Centres: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter

*Minute 60 refers*

- (J) East Herts Draft District Plan – Chapter's 16 and 20 – Design and Landscape: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renumbered Chapter 16)

*Minute 61 refers*

- (K) East Herts Draft District Plan – Chapter 17 – Transport: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter

*Minute 62 refers*

- (L) East Herts Draft District Plan – Chapter 19 – Natural Environment: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter

*Minute 63 refers*

- (M) East Herts Draft District Plan – Chapter 21 – Heritage Assets: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renumbered Chapter 20)

*Minute 64 refers*

- (N) East Herts Draft District Plan – Chapter 22 – Climate Change: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renumbered Chapter 21)

*Minute 65 refers*

- (O) East Herts Draft District Plan – Chapter 23 – Water: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renumbered Chapter 2)

*Minute 66 refers*

- (P) East Herts Draft District Plan – Chapter 24 – Environmental Quality: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renumbered Chapter 23)

*Minute 67 refers*

*Note – Members are asked to bring their copy of the Executive agenda to the meeting.*

8. Executive Report - 19 July 2016

*To receive a report (to follow) from the Leader of the Council*

9. Joint Meeting of Executive, Committees, Etc: Minutes - 18 May 2016 (Pages 47 - 50)

*Chairman: Councillor K Crofton*

10. Development Management Committee: Minutes - 25 May 2016 (Pages 51 - 68)

*Chairman: Councillor T Page*

11. Corporate Business Scrutiny Committee: Minutes - 31 May 2016 (Pages 69 - 78)

*Chairman: Councillor M Allen*

12. Health and Wellbeing Scrutiny Committee: Minutes - 14 June 2016 (Pages 79 - 86)

*Chairman: Councillor A Alder*

13. Audit and Governance Committee: Minutes - 15 June 2016 (Pages 87 - 98)

*Chairman: Councillor M Pope*

14. Environment Scrutiny Committee: Minutes - 21 June 2016 (Pages 99 - 106)

*Chairman: Councillor J Wyllie*

15. Development Management Committee: Minutes - 22 June 2016 (Pages 107 - 116)

*Chairman: Councillor T Page*

16. Community Scrutiny Committee: Minutes - 28 June 2016 (Pages 117 - 126)

*Chairman: Councillor P Moore*

17. Human Resources Committee: Minutes - 6 July 2016 (Pages 127 - 134)

*Chairman: Councillor C Woodward*

18. Corporate Business Scrutiny Committee: Minutes - 12 July 2016

*Chairman: Councillor M Allen  
(Report to follow)*

19. Licensing Committee: Minutes - 14 July 2016

*Chairman: Councillor R Brunton  
To receive a report (to follow) and to consider recommendations on the*

*following matters:*

(A) Draft Statement of Licensing Policy

(B) Revised Driver Convictions Policy

20. Development Management Committee: Minutes - 20 July 2016

*Chairman: Councillor T Page  
(Report to follow)*

21. Scrutiny Annual Report 2015-16 (Pages 135 - 176)

*To consider a report of the Scrutiny Chairmen 2015-16.*

22. 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.)

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### **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.