

## **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 25th July, 2018 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 13th day of July 2018

Alison Stuart  
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. Apologies for Absence

*To receive any Members' apologies for absence.*

3. Minutes (Pages 7 - 38)

*To approve as a correct record and authorise the Chairman to sign the Minutes of the Annual Council meeting held on 16 May 2018.*

4. Declarations of Interest

*To receive any Members' declarations of interest.*

5. Petitions

*To receive any petitions.*

6. Public Questions

*To receive any public questions.*

7. Members' questions

*To receive any Members' questions.*

8. Executive Report - 12 June and 17 July 2018

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

(A) Gilston Area Concept Framework

(B) Bishop's Stortford South Master Planning Framework

(C) Sawbridgeworth Masterplanning Frameworks - Land to the North of and South of West Road

(D) Hertford Theatre Capital Development

(E) Brent Pelham Conservation Area Appraisal and Management Plan

- (F) Crabbs Green Conservation Area Appraisal and Management Plan
  - (G) East End Green Conservation Area Appraisal and Management Plan
  - (H) Little Amwell Conservation Area Appraisal and Management Plan
  - (I) Great Hormead Conservation Area Appraisal and Management Plan
  - (J) Old River Lane
9. Scrutiny Annual Report 2017/18 (Pages 39 - 54)
- To consider a report of the Scrutiny Chairmen*
10. Position Statement on Single Use Plastics (Pages 55 - 62)
- To consider a report of the Executive Member for the Environment and the Public Realm*
11. Members' Allowances 2018/19 (Pages 63 - 84)
- To consider a report of the Head of Legal and Democratic Services.*
12. Walkern Neighbourhood Parish Plan 2017 - 2033 (Pages 85 - 126)
- To consider a report of the Leader of the Council.*
13. Performance, Audit and Governance Scrutiny Committee: Minutes - 13 March 2018 (Pages 127 - 140)

14. Overview and Scrutiny Committee: Minutes - 17 April and 19 June 2018 (Pages 141 - 172)
15. Human Resources Committee: Minutes - 18 April 2018 (Pages 173 - 186)
16. Development Management Committee: Minutes - 25 April and 23 May 2018 (Pages 187 - 222)
17. Motions on Notice

*To receive Motions on Notice.*

18. Exclusion of Press and Public

*If required, to move that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the discussion of items 8(D) and 8(J) on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.*

## **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 [democraticservices@eastherts.gov.uk](mailto:democraticservices@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.