

# AGENDA

**MEETING VENUE:**

**Anglia Room, The Conference  
Suite, Elizabeth House,  
Dereham**

Our Ref: HML.18

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Date: Tuesday, 22 September 2009

Dear Sir/Madam,

I have to inform you that a Meeting of the **District Council** will be held at **10.30 am on Thursday, 1st October, 2009** in the **Anglia Room, The Conference Suite, Elizabeth House, Dereham**

Yours faithfully



Member Services Manager

The Member Services Manager to call the roll of members

**Members of the Council requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting. If the information requested is available, this will be provided, and reported to Council.**

**Note** – *The Conservative Group meets in the Anglia Room and the Labour Group meets in Room 2 before Full Council at 9.30am.*

	<u>Page(s)</u> <u>herewith</u>
<b>1. <u>MINUTES</u></b> To confirm the minutes of the meeting held on 30 July 2009.	1 - 6
<b>2. <u>APOLOGIES</u></b> To receive apologies for absence.	
<b>3. <u>DECLARATION OF INTEREST</u></b> Members are asked at this stage to declare any interests pertinent to items on this agenda.  The Members' Code of Conduct requires that declarations include the nature of the interest and whether it is personal or prejudicial.	
<b>4. <u>CHAIRMAN'S ANNOUNCEMENTS</u></b>	
<b>5. <u>CABINET MINUTES - 4 AUGUST 2009</u></b> Confirmed minutes of the Cabinet meeting held on 4 August 2009.	7 - 17
<b>6. <u>CABINET MEETING - 15 SEPTEMBER 2009</u></b> Unconfirmed minutes of the Cabinet meeting held on 15 September 2009.	To Follow
<b>7. <u>OVERVIEW AND SCRUTINY COMMISSION - 3 SEPTEMBER 2009</u></b> Unconfirmed minutes of the meeting of the Overview and Scrutiny Commission held on 3 September 2009.	18 - 25
<b>8. <u>DEVELOPMENT CONTROL COMMITTEE - 3 AUGUST 2009</u></b> Confirmed minutes of the meeting of the Development Control Committee held on 3 August 2009.	26 - 32
<b>9. <u>DEVELOPMENT CONTROL COMMITTEE - 2 SEPTEMBER 2009</u></b> Confirmed minutes of the meeting of the Development Control Committee held on 2 September 2009.	33 - 37
<b>10. <u>DEVELOPMENT CONTROL COMMITTEE - 21 SEPTEMBER 2009</u></b> Unconfirmed minutes of the meeting of the Development Control Committee held on 21 September 2009.	To Follow
<b>11. <u>AUDIT COMMITTEE - 11 SEPTEMBER 2009</u></b> Unconfirmed minutes of the meeting of the Audit Committee held on 11 September 2009.	38 - 46

	<u>Page(s)</u> <u>herewith</u>
<b>12. <u>APPEALS COMMITTEE - 16 SEPTEMBER 2009</u></b> Unconfirmed minutes of the meeting of the Appeals Committee held on 16 September 2009.	47 - 48
<b>13. <u>STANDARDS COMMITTEE - 4 AUGUST 2009</u></b> Unconfirmed minutes of the meeting of the Standards Committee held on 4 August 2009.	49 - 51
<b>14. <u>MOVING THETFORD FORWARD BOARD - 6 AUGUST 2009</u></b> Confirmed minutes of the meeting of the Moving Thetford Forward Board held on 6 August 2009.	52 - 58
<b>15. <u>YOUTH COUNCIL MINUTES - 9 JUNE 2009</u></b> To note the minutes of the meeting of the Youth Council held on 9 June 2009.	59 - 60
<b>16. <u>YOUTH COUNCIL MINUTES - 28 JULY 2009</u></b> To note the minutes of the meeting of the Youth Council held on 28 July 2009.	61 - 62
<b>17. <u>CONSTITUTION : OFFICER DELEGATIONS - PLANNING</u></b>  The Constitution is currently being updated to take into account the changes over the last three months, and it is anticipated that the new amendments will be put to Council at the next meeting.  In the meantime, the completion of the Capita Symonds contract has necessitated a change to the planning delegations. The planning function, which was formally under the Strategic Director – Business Transformation, is now under the Deputy Chief Executive. These delegations in Part E5.B refer in several places to the “Development Services Manager”.  It is <b><u>RECOMMENDED</u></b> that these are changed to “Deputy Chief Executive” with immediate effect, and that he be given express power to delegate the function to another officer duly authorised by him, as necessary.	
<b>18. <u>APPOINTMENT OF MONITORING OFFICER</u></b> The Council's previous Monitoring Officer has left Breckland District Council's employment. It is recommended that Maxine O'Mahony be appointed Breckland District Council's Monitoring Officer from today's date.	

**19. NOMINATIONS FOR COMMITTEE AND OTHER SEATS**

To receive nominations for any changes to Committee and other seats from political groups.

To confirm the membership of the Member Development Panel.

To appoint Mr S Rogers to the Licensing Committee.

To appoint a Member to fill the vacancy left by Mrs Shirley Miller on the Overview & Scrutiny Commission.

**For Information**

**MEMBER BRIEFING**

At the close of Council business there will be a short briefing on Choice Based Lettings by Sharon Jones, Operations Manager, Anglia Revenues Partnership,

**CHAIRMAN AND EXECUTIVE MEMBERS' SURGERY**

At the end of the Council meeting, Chairmen of Committees and Executive Members will be available to members who wish to put forward specific questions, for example on ward issues.