

# AGENDA

**MEETING VENUE:**

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

Our Ref: HM/L.18

Contact: Helen McAleer

Direct Dial: 01362 656381

e-mail: [helen.mcaleer@breckland.gov.uk](mailto:helen.mcaleer@breckland.gov.uk)

Date: Tuesday, 16 October 2012

Dear Sir/Madam,

I have to inform you that a Meeting of the **District Council** will be held at **10.30 am on Thursday, 25th October, 2012** in the **Anglia Room, The Conference Suite, Elizabeth House, Dereham**

Yours faithfully



Assistant Director – Democratic Services

The Senior Committee Officer 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.*

[contactus@breckland.gov.uk](mailto:contactus@breckland.gov.uk)

Breckland Council Elizabeth House, Walpole Loke, Dereham, Norfolk NR19 1EE  
Telephone: 01362 656870 [www.breckland.gov.uk](http://www.breckland.gov.uk)



**1. MINUTES**

To confirm the minutes of the meeting held on 20 September 2012.

**2. APOLOGIES**

To receive apologies for absence.

**3. CHAIRMAN'S ANNOUNCEMENTS**

**Engagements List – Chairman**  
**20<sup>th</sup> September, 2012 to 24<sup>th</sup> October, 2012**

Date	Event	Host
23 <sup>rd</sup> September, 2012	Annual Civic Service	Her Worship the Mayor of the Borough of Great Yarmouth, Councillor Colleen Walker
29 <sup>th</sup> September, 2012	Graduation Ceremony	Professor Mike Saks (Provost & Chief Executive) University Campus Suffolk
4 <sup>th</sup> October, 2012	President's Reception	Lt. Col. Tim Cole President of the Royal British Legion (Norfolk County)
7 <sup>th</sup> October, 2012	Justice Service	The High Sheriff of Norfolk, Mr. Henry Cator OBE, DL
13 <sup>th</sup> October, 2012	31 <sup>st</sup> Annual Joan Mann Special Sports Day	Colonel Christopher J. Kulas, Commander 100 <sup>th</sup> Air Refuelling Wing, and Colonel Kyle W. Robinson, Commander, 48 <sup>th</sup> Fighter Wing
14 <sup>th</sup> October, 2012	Service of Praise and Thanksgiving for Suffolk's Harvest	The Mayor of St. Edmundsbury, Councillor Tim Marks
19 <sup>th</sup> October, 2012	Norfolk Sea Supper	The Mayor of Kings Lynn and West Norfolk Borough Council, Councillor G. Wareham
21 <sup>st</sup> October, 2012	Trafalgar Day Service	Her Worship the Mayor of the Borough of Great Yarmouth, Councillor Colleen Walker

**4. DECLARATION OF INTERESTS**

Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and

	<u>Page(s)</u> <u>herewith</u>
must leave the room, for the whole of an agenda item to which they have a Disclosable Pecuniary Interest.	
In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, that support the Nolan principles detailed within the Code of Conduct.	
<b>5. <u>NORFOLK LOWLAND SEARCH AND RESCUE</u></b>	
Paul Chamberlain (Chairman) and Paul Webber (Vice-Chairman) will be present to provide a short briefing on the work of the Norfolk Lowland Search and Rescue Charity.	
<b>6. <u>CALENDAR OF MEETINGS 2013 - 2014</u></b>	7 - 9
Report of the Assistant Director for Democratic Services.	
<b>7. <u>CABINET MINUTES</u></b>	10 - 15
Unconfirmed minutes of the Cabinet meeting held on 9 October 2012.	
<b>8. <u>OVERVIEW AND SCRUTINY COMMISSION</u></b>	16 - 28
Unconfirmed minutes of the meeting of the Overview and Scrutiny Commission held on 6 September 2012.	
<b>9. <u>PLANNING COMMITTEE</u></b>	29 - 40
Unconfirmed minutes of the meeting of the Planning Committee held on 1 October 2012.	
<b>10. <u>GENERAL PURPOSES COMMITTEE</u></b>	
a) <u>25 July 2012</u>	41
Recommendation from the Minutes of the General Purposes Committee meeting held on 25 July 2012, which was deferred at the last Council meeting on 20 September 2012, for consideration by the Audit Committee.	
b) <u>19 September 2012</u>	42 - 48
Unconfirmed minutes of the meeting of the General Purposes Committee held on 19 September 2012.	
<b>11. <u>APPEALS COMMITTEE</u></b>	To Follow
Unconfirmed minutes of the meeting of the Appeals Committee held on 17 October 2012.	

	<u>Page(s)</u> <u>herewith</u>
<b>12. <u>AUDIT COMMITTEE</u></b> Unconfirmed minutes of the meeting of the Audit Committee held on 28 September 2012.	49 - 55
<b>13. <u>ELECTORAL REVIEW WORKING GROUP</u></b> Report of the Executive Member for Finance & Democratic Services.	56 - 57
<b>14. <u>THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012</u></b> Report of the Assistant Director for Democratic Services.	58 - 62
<b>15. <u>NOMINATIONS FOR COMMITTEE AND OTHER SEATS</u></b> To receive nominations for any changes to Committee and other seats from political groups.	
<b>16. <u>BRIEFING BY THE BOUNDARY COMMISSION</u></b> Dr Peter Knight CBE DL, a Commissioner from the Local Government Boundary Commission, will be in attendance to brief Members on the Review of Breckland Council's electoral arrangements.	

**For Information**

**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.