



NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the **EPPING FOREST DISTRICT COUNCIL** to be held in the **COUNCIL CHAMBER - CIVIC OFFICES** at 7.00 pm on Thursday, 25 May 2023 for the purpose of transacting the business set out in the agenda.

A handwritten signature in blue ink, appearing to read 'G Blakemore'.

Georgina Blakemore
Chief Executive

**Democratic Services
Officer:**

Gary Woodhall Tel: (01992) 564470
Email: democraticservices@eppingforestdc.gov.uk

WEBCASTING/FILMING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The meeting may also be otherwise filmed by third parties with the Chairman's permission.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area or otherwise indicate to the Chairman before the start of the meeting.

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564542.

BUSINESS

1. WEBCASTING INTRODUCTION

This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking. The Democratic and Electoral Services Team Manager will read the following announcement:

“The chairman would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast.

This may infringe your human and data protection rights and if you wish to avoid this you should move to the upper public gallery.”

2. DISTRICT COUNCIL ELECTIONS - 4 MAY 2023

The Chairman to welcome the following newly elected (*) or re-elected Members of the Council following the elections held on 4 May 2023.

Councillor	Ward
Andrew Green*	Broadley Common, Epping Upland & Nazeing
Aniket Patel	Buckhurst Hill West
Paul Keska	Chipping Ongar, Greensted & Marden Ash
Cherry McCredie	Epping Hemnall
Razia Sharif*	Epping Lindsey & Thornwood Common
Lisa Morgan*	Grange Hill
Richard Morgan	Hastingwood, Matching & Sheering Village
Craig McCann*	Lambourne
Richard Bassett	Lower Nazeing
Lesley Paine*	Lower Sheering
Jaymey Mclvor	North Weald Bassett
Chris Whitbread	Roydon
Nigel Bedford	Shelley
Sam Kane	Waltham Abbey Honey Lane
Jodie Lucas	Waltham Abbey North East
Maria Markham*	Waltham Abbey Paternoster
Joseph Parsons	Waltham Abbey South West
Tim Matthews	Waltham Abbey High Beach

3. ELECTION OF CHAIRMAN

To elect a Chairman of the Council for the municipal year 2023/24.

The new Chairman will then make a declaration of acceptance of office.

4. APPOINTMENT OF VICE-CHAIRMAN

To appoint a member to be Vice-Chairman of the Council for the municipal year 2023/24. Nominations received will be reported at the meeting.

The new Vice-Chairman will then make a declaration of acceptance of office.

5. APOLOGIES FOR ABSENCE

To be announced at the meeting.

6. DECLARATIONS OF INTEREST

To declare interests in any item on the agenda.

7. MINUTES

To approve as a correct record the minutes of the meeting held on 4 April 2023 (to follow).

8. ANNOUNCEMENTS**(a) Chairman's Announcements**

To be announced at the meeting.

(b) Members not seeking re-election or not re-elected

To note that the following members in 2022/23 had not sought re-election:

Nigel Avey	Broadley Common, Epping Upland & Nazeing
Sheree Rackham	Grange Hill
Paul Stalker	Lower Sheering
Mary Sartin	Roydon

To note that the following member in 2022/23 had not been re-elected:

Julian Leppert	Waltham Abbey Paternoster
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(c) Long Service Awards

Members who achieve a certain period of service are asked to attend the meeting to receive a Long Service Award in recognition of their service to the Council. The following members are each entitled to receive a Long Service Award:

Nigel Avey	Broadley Common, Epping Upland & Nazeing
Mary Sartin	Roydon

In addition, former Councillor Brian Rolfe would have been entitled to a Silver Long Service award; this will be presented by the Chairman to his family at a private ceremony on a future date.

9. REPORT OF THE APPOINTMENT PANEL

Leader of Council will present the report (to follow) regarding:

- (a) Notice of Constitution of Political Groups, Group Leaders and Deputies;
- (b) Appointments made by the Leader to the Cabinet, Cabinet Committees and Outside Organisations carrying out Executive Functions;
- (c) Membership, Chairmanship and Vice-Chairmanship of Committees, Sub-Committees and Panels (Non-Executive Bodies);
- (d) Appointments to Outside Organisations carrying out Council, regulatory or non-Cabinet Functions.

The Council will need to vote on (c) and (d) where the number of nominations exceed the number of places available.

10. SCHEME OF DELEGATIONS

The Constitution requires that the Scheme of Delegation should be agreed at the Annual Meeting (report to follow).

11. COUNCIL MEETING DATES FOR 2023/24

At its meeting on 4 April 2023, the Council adopted the Calendar of Meetings for the period May 2023 to May 2024, which included ordinary meetings of the Council for the year. It is a requirement of the Constitution that a programme of ordinary meetings of the Council be approved at the Annual Meeting of the Council; the dates set out below were those adopted on 4 April 2023.

In addition, there is a need to schedule an additional meeting of the Council in June and the most likely date is Tuesday 20 June 2023, but Members will be advised when this is confirmed.

Recommended:

- (1) That ordinary meetings of the Council be held on the following dates during 2023/24:
 - (a) 25 July 2023;
 - (b) 3 October 2023;
 - (c) 19 December 2023;
 - (d) 20 February 2024;
 - (e) 9 April 2024; and
 - (f) 23 May 2024.

12. EXCLUSION OF PUBLIC AND PRESSExclusion

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Background Papers

Article 17 of the Constitution (Access to Information) define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

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