

The Council Meeting

Council Chamber, Town Hall
23 March 2011 at 6.30pm

Information for Members of the Public

Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda, which is usually published 5 working days before the meeting, and minutes once they are published. Dates of the meetings are available at www.colchester.gov.uk or from Democratic Services.

Have Your Say!

The Council values contributions from members of the public. Under the Council's Have Your Say! policy you can ask questions or express a view to meetings, with the exception of Standards Committee meetings. If you wish to speak at a meeting or wish to find out more, please pick up the leaflet called "Have Your Say" at Council offices and at www.colchester.gov.uk

Private Sessions

Occasionally meetings will need to discuss issues in private. This can only happen on a limited range of issues, which are set by law. When a committee does so, you will be asked to leave the meeting.

Mobile phones, pagers, cameras, audio recorders

Please ensure that all mobile phones and pagers are turned off before the meeting begins and note that photography or audio recording is not permitted.

Access

There is wheelchair access to the Town Hall from St Runwald Street. There is an induction loop in all the meeting rooms. If you need help with reading or understanding this document please take it to Angel Court Council offices, High Street, Colchester or telephone (01206) 282222 or textphone 18001 followed by the full number that you wish to call and we will try to provide a reading service, translation or other formats you may need.

Facilities

Toilets with lift access, if required, are located on each floor of the Town Hall. A vending machine selling hot and cold drinks is located on the first floor and ground floor.

Evacuation Procedures

Evacuate the building using the nearest available exit. Make your way to the assembly area in the car park in St Runwald Street behind the Town Hall. Do not re-enter the building until the Town Hall staff advise you that it is safe to do so.

Colchester Borough Council, Angel Court, High Street, Colchester
telephone (01206) 282222 or textphone 18001 followed by the full number you wish
to call

e-mail: democratic.services@colchester.gov.uk

www.colchester.gov.uk

COLCHESTER BOROUGH COUNCIL

TO ALL MEMBERS OF THE COUNCIL

10 March 2011

You are hereby summoned to attend a meeting of the Council to be held at the Council Chamber, Town Hall on **23 March 2011 at 6:30pm** for the transaction of the business stated below.



Chief Executive

AGENDA

This a Special Council meeting and will commence at 6.30 pm or at the conclusion of agenda item 8(i) of the Council meeting commencing at 6.00 pm whichever is the later.

Apologies

Honorary Alderman Brooks, Gower, Green, Russell, Stevens and Sandford.

Pages

1. Welcome and Announcements

(a) The Mayor to welcome members of the public and Councillors and to invite the Chaplain to address the meeting. The Mayor to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Mayor's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched to off or to silent;
- location of toilets;
- introduction of members of the meeting.

2. Mayor's Announcements

Mayor's Announcements (if any) and matters arising pursuant to Council Procedure Rule 8(3).

3. Personal Interests of Members

Disclosures by Members under Council Procedure Rule 9(3) to 9(9)

(if any).

4. Prejudicial Interests of Members

Disclosures by Members under Council Procedure Rules 9(10) and 9(11) (if any).

(Note: Members should only declare personal and/or prejudicial interests on items that are to be considered at the meeting).

5. Honorary Alderman

1 - 2

A... Motion that in pursuance of the provisions of Section 249 of the Local Government Act 1972, this Council confers the title of "Honorary Alderman" on former Councillor Christopher Basil Hall in recognition of his loyal and eminent service as Member of the Council and its constituent authority.

B.. The Mayor to present an illuminated transcript of the resolution to Honorary Alderman Hall.

C... Honorary Alderman Hall to respond.

Details of the ceremony are attached for information.

6. Exclusion of the Public

In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

CEREMONY FOR THE APPOINTMENT OF FORMER COUNCILLOR HALL AS HONORARY ALDERMAN

- The Special Council meeting to appoint former Councillor Hall as an Honorary Alderman will take place once the ordinary Council meeting has approved the recommendation from the Accounts and Regulatory Committee (item 8(i) on the Council agenda). The ordinary Council meeting will commence at 6.00pm and will deal with items 1- 8(i) in the usual way.
- Whilst the ordinary Council meeting is underway, the Licensing Room on the ground floor of the Town Hall will be available as a waiting room for Honorary Alderman where they can robe up.
- Once the ordinary Council meeting has approved the recommendation, the Mayor will move that the ordinary Council meeting be adjourned until the conclusion of the Special Council meeting. The Mayor will then process from the Chamber and Councillors will robe up for the Special Council meeting.
- Robing will take place in the West Committee Room (for the gentlemen) and the North Committee Room (for the ladies). Councillors and Honorary Aldermen then proceed to the Council Chamber as for an ordinary Council meeting: i.e. not in procession.
- The Mayor will then process into the Council Chamber and open the Special Council meeting. Former Councillor Hall will be invited to participate in the procession into the Council Chamber.
- Former Councillor Hall and Honorary Aldermen will be seated around the central well of the Council Chamber, facing the dais and one microphone will be provided below the dais for the use of those Aldermen wishing to speak.
- Seating will be available in the public gallery for a limited number of personal guests of former Councillor Hall and, if there is sufficient room, for members of the public.
- The Mayor will call for the Motion to appoint former Councillor Hall as an Honorary Alderman. The Motion will be proposed by the Leader of the Council, and other Councillors and Aldermen may speak on the Motion. The proposal will then be put to the vote.
- On the Motion being declared carried the Mayor will come forward below the dais to Honorary Alderman Hall where the purple robe will be received from the Town Serjeant. The Mayor will then offer her congratulations and present the transcript of the resolution.
- The Mayor will return to her seat and Honorary Alderman Hall will be given the opportunity to respond-

- The Mayor will declare the meeting closed and process out. Councillors and Honorary Aldermen then leave the Council Chamber (not in procession) to remove their robes. Councillors will then reconvene in the Council Chamber and the Mayor will process in and resume the ordinary Council meeting.

NOTE: Being an honorary Office of the Council, Honorary Aldermen do not sign the declaration book nor make any declaration or oath.

