

**Minutes of a meeting of the Committee to consider applications to undertake certain duties by Members and foreign travel by Officers held in Committee Room 1, County Hall, Chelmsford, CM1 1QH at 10.15am on Tuesday 17 December 2019**

**Present:**

**Councillor**

D Finch (Chairman)

K Bentley

S Barker

D Madden

M Mackrory

The following officers were present in support throughout the meeting:

Gemma Bint Democratic Services Officer

Paul Turner Director, Legal and Assurance

**1. Membership, Apologies, Substitutions and Declarations of Interest.**

The report of Membership, Apologies and Declarations of Interest was received and it was noted:

1. There had been no changes in membership since the Committee's last meeting;
2. No apologies for absence had been received.
3. There were no Declarations of Interest.

**2. Minutes**

The minutes of the meeting held on 16 October 2019 were agreed as a correct record and signed by the Chairman.

**3. Approval for Officer Foreign Travel to the Netherlands**

The Committee considered an application (FTC/14/19) for Gavin Jones, Chief Executive, to travel to the Netherlands to attend the first Young Universities for the Future of Europe (YUFE) Mayors and Rectors meeting in Maastricht City Hall, between 12 – 13 January 2020.

The Committee noted that the trip would be fully funded by the University of Essex.

**Resolved:**

That travel to the Netherlands by Gavin Jones, Chief Executive, to attend the first Young Universities for the Future of Europe (YUFE) Mayors and Rectors meeting between 12 – 13 January 2020, be approved.

#### **4. Date of Next Meeting**

It was noted that the next meeting of the Committee would take place on Tuesday 21 January 2020 at 10.15am, or on the rise of the Cabinet meeting due to take place that morning, whichever is the later.

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**Chairman**  
**21 January 2020**