

**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 10.45am on Tuesday 17 March 2020.**

**Present:**

Councillor D Madden (Chairman)  
Councillor S Barker  
Councillor M Mackrory  
Councillor T Ball (Substitute for Councillor Bentley)

The following officers were present in support throughout the meeting:

Emma Tombs Democratic Services Manager  
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. Apologies of absence were received by Councillor Finch and Councillor Bentley for whom Councillor Ball was substituting.
3. There were no Declarations of Interest.

**2. Minutes**

The minutes of the meeting held on 25 February 2020 were agreed as a correct record and signed by the Chairman.

**3. Officer Foreign Travel to Belgium**

The Committee noted that the application (FTC/04/20) for two officers (Tom Day, Head of Commercial Development and Aaron Goldie-McSorley, Low Carbon Business Officer) to travel to Belgium to attend a kick-off project meeting relating to an EU-funded project "LECSa" – 'Local Energy Communities for the 2 Seas region' between 23 and 24 March 2020 had been withdrawn.

**Resolved:**

That the application for two officers to travel to Belgium to attend a kick-off project meeting relating to an EU-funded project "LECSa" – 'Local Energy Communities for the 2 Seas region' between 23 and 24 March had been withdrawn.

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

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

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**Chairman**  
**21 April 2020**