

APOLOGIES Committee Services  
Tel. 01621 875791

Council Chamber 01621 859677

CHIEF EXECUTIVE'S OFFICE  
CHIEF EXECUTIVE  
Fiona Marshall

15 May 2017

Dear Councillor

You are summoned to attend the meeting of the;

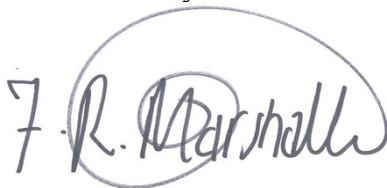
**COMMUNITY SERVICES COMMITTEE**

on **TUESDAY 23 MAY 2017** at **7.30 pm**.

in the Council Chamber. Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Fiona Marshall', enclosed within a hand-drawn oval.

Chief Executive

COMMITTEE MEMBERSHIP

CHAIRMAN

Councillor R G Boyce MBE

VICE-CHAIRMAN

Councillor A T Cain

COUNCILLORS

E L Bamford  
H M Bass  
Miss A M Beale  
Mrs H E Elliott  
Mrs B D Harker  
R Pratt, CC  
Mrs N G F Shaughnessy  
Miss S White

*Ex-officio non-voting Members:*

Councillors B S Beale MBE,  
M F L Durham CC, and  
A S Fluker

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**AGENDA  
COMMUNITY SERVICES COMMITTEE**

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**TUESDAY 23 MAY 2017**

1. **Chairman's notices (please see page 5)**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 7 - 12)

To confirm the Minutes of the meeting of the Committee held on 11 April 2017 (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Public Participation**

To receive the views of members of the public on items of business to be considered by the Committee (please see below):

1. A period of ten minutes will be set aside.
2. An individual may speak for no more than two minutes and will not be allowed to distribute or display papers, plans, photographs or other materials.
3. Anyone wishing to speak must notify the Committee Clerk between 7.00pm and 7.20pm prior to the start of the meeting.

6. **Chairman's Good News Announcements**

7. **Schools 3PR Topic Update**

To receive a presentation from the South Essex Parking Partnership.

8. **Advice Services Contract Update** (Pages 13 - 16)

To receive and note the report of the Director of Customers and Community (copy enclosed) and receive a presentation from the Maldon Citizens Advice Bureau.

9. **Customers and Communities Directorate**

To receive a presentation from the Director of Customers and Community.

10. **Level One Business Plan 2017 / 18 - Directorate of Customers and Community**  
(Pages 17 - 80)

To consider the report of the Director of Customers and Community, (copy enclosed).

11. **Appointment of Representatives on Liaison Committees / Panels** (Pages 81 - 84)

To consider the report of the Chief Executive, (copy enclosed).

12. **Memorials in Council Owned Open Spaces** (Pages 85 - 98)

To consider the report of the Director of Customers and Community, (copy enclosed).

13. **Markets Update** (Pages 99 - 102)

To consider the report of the Director of Customers and Community, (copy enclosed).

14. **Maldon Health Hub Project** (Pages 103 - 110)

To receive and note the report of the Chief Executive, (copy enclosed).

15. **Permit for School Parents Parking**

Further to Minute No. 1182 of the last meeting of the Committee, to receive and note the following decision of the Finance and Corporate Services Committee at its meeting on 26 April 2017:

- (i) that the Finance and Corporate Services Committee support, in principle, a parking permit for parents of children attending Maldon schools;
- (ii) that the Director of Customers and Community be requested to work up the proposal for a parking permit for parents of children attending Maldon schools in consultation with Members of the Community Services Committee and this be brought forward to the July meeting of the Council for consideration.
- (iii) that the current informal arrangements for free use of the Council's car parks by parents to drop off and pick up school children be extended to end of July 2017.

16. **Any other items of business that the Chairman of the Committee decides are urgent**

17. **Exclusion of the Public and Press**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

18. **Waterfront Leases, Maldon** (Pages 111 - 118)

To consider the report of the Director of Customers and Community, (copy enclosed).

**NOTICES**

**Sound Recording of Meeting**

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

**Fire**

In event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

**Health and Safety**

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

**Closed-Circuit Television (CCTV)**

This meeting is being monitored and recorded by CCTV.