

APOLOGIES Committee Services
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CHIEF EXECUTIVE'S OFFICE
CHIEF EXECUTIVE
Fiona Marshall

01 May 2018

Dear Councillor

You are summoned to attend the forty six;

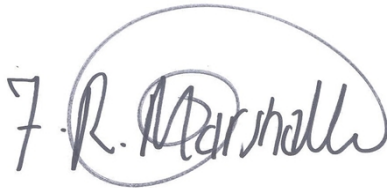
ANNUAL MEETING OF THE MALDON DISTRICT COUNCIL

on **THURSDAY 10 MAY 2018** at 7.30 pm.

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

A copy of the agenda is attached.

Yours faithfully

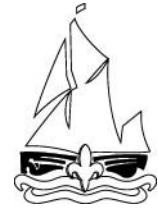
A handwritten signature in black ink, appearing to read 'F. R. Marshall', is written over a large, light blue circular stamp or watermark.

Chief Executive

NB: Serving Members who are past Chairmen of the District Council are invited to wear their past Chairman's badges and medals.

Limited hard copies of this agenda and its related reports will be available at the meeting. Electronic copies are available via the Council's website
<https://democracy.maldon.gov.uk/ieListDocuments.aspx?CIId=196&MIId=1280>

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AGENDA
ANNUAL MEETING OF THE MALDON DISTRICT COUNCIL
THURSDAY 10 MAY 2018

1. **Chairman's notices**

2. **Election of Chairman**

To elect the Chairman of the Maldon District Council for the ensuing Municipal Year.

3. **Chairman's Statutory Declaration of Acceptance of Office**

Chairman to make the Statutory Declaration of Acceptance of Office.

4. **Election of Vice-Chairman**

To elect the Vice-Chairman of the Maldon District Council for the ensuing municipal year.

5. **The Vice-Chairman's Statutory Declaration of Acceptance of Office.**

Vice-Chairman to make the Statutory Declaration of Acceptance of Office.

6. **Apologies for absence**

7. **Declarations of Interest**

To declare the existence and nature of any 'personal' or 'personal and prejudicial' interests relating to items on the agenda having regard to paragraphs 8 to 12 inclusive of the Code of Conduct for Members.

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

8. **Minutes - 22 March 2018** (Pages 9 - 14)

To confirm the Minutes of the meeting of the Council held on 22 March 2018 (copy enclosed).

9. **Public Questions**

To receive questions from members of the public, of which prior notification in writing has been received (no later than noon on the Tuesday prior to the day of the meeting).

10. **Chairman's Announcements**

11. **Minute Book**

To consider the Minutes of the under mentioned Committees (copy be circulated).

* Please note that where Minutes contain recommendations to the Council the Minute references for these recommendations are listed below for Members' information.

Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee)	14 March 2018
Audit Committee * • Review of Risk Management Policy	26 March 2018
Community Services Committee	27 March 2018
Overview and Scrutiny Committee	28 March 2018
Planning and Licensing Committee * • Renewable and Low Carbon Technology Supplementary Planning Document • River Blackwater Task and Finish Working Group Update	17 April 2018
Finance and Corporate Services Committee * • Human Resources Policies and Procedures	19 April 2018

12. **Minutes of Meetings**

To note that since the last meeting of the Council, up until Tuesday 1 May 2018 (Council agenda dispatch) the following Committees have met, and to receive any questions in accordance with Council and Committee Procedure Rule 6 (2).

Minutes published:

North Western Area Planning Committee	3 April 2018
Appointments Committee	5 April 2018
South Eastern Area Planning Committee	9 April 2018
Joint Standards Committee	10 April 2018

Minutes NOT finalised for publication:

South Eastern Area Planning Committee (special meeting	17 April 2018
Central Area Planning Committee	18 April 2018

13. **Questions in accordance with Procedure Rule 6 (2) of which notice has been given**

14. **Leaders and Composition of Political Groups** (Pages 15 - 16)

- (i) To consider the report of the Chief Executive on the Leaders and composition of each political group (copy enclosed).
- (ii) The Council to consider the ratification of the Leader-designate as Leader or to elect the Leader of the Council.
- (iii) To elect the Deputy Leader of the Council.

15. **Appointment of Membership of Committees of the Council**

To appoint Members to serve on Committees, as required by Procedure Rule 17. (Report of the Chief Executive on the nominations of the Leader of the Council and the Opposition Leader to the places allocated to their respective groups to be circulated).

16. **Adjournment of meeting**

To adjourn the meeting to allow Committees of the Council and the Area Planning Committees to proceed to elect Chairmen and Vice-Chairmen.

Special Meeting of the Finance and Corporate Services Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Community Services Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Planning and Licensing Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Overview and Scrutiny Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Audit Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Joint Standards Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Investigating and Disciplinary Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the Central Area Planning Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the North Western Area Planning Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

To be followed by:-

Special Meeting of the South Eastern Area Planning Committee

- (a) To elect a Chairman of the Committee for the ensuing Municipal Year
- (b) To appoint a Vice-Chairman of the Committee for the ensuing Municipal Year

17. **Resumption of Business**

To continue with the business of the Statutory Annual Meeting of the Council.

18. **Appointment of Representatives to Local Government and Outside Bodies**

To consider the report of the Chief Executive (copy to follow).

19. **Appointment of Members to serve on Working Groups of the Council**

To consider the report of the Chief Executive (copy to follow).

20. **Chief Executives' Pay Agreement 2018 - 20** (Pages 17 - 20)

To consider the report of the Director of Resources, (copy enclosed).

21. **Schedule of Meetings 2018 / 19**

To consider the following revisions to the 2018 / 19 Schedule of Meetings:

- Audit Committee – Additional meeting on Thursday 21 April 2018 to consider the Annual Governance Statement.
- Finance and Corporate Services Committee - Additional meeting on Tuesday 16 April 2019 as a meeting in April 2019 had been omitted in error.

22. **Business by reason of special circumstances considered by the Chairman to be urgent.**

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.