



MALDON DISTRICT  
COUNCIL

APOLOGIES Committee Services  
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DIRECTOR OF STRATEGY,  
PERFORMANCE AND  
GOVERNANCE  
Paul Dodson

12 May 2021

Dear Councillor

You are summoned to attend the forty ninth;

**ANNUAL MEETING OF THE MALDON DISTRICT COUNCIL**

on **THURSDAY 20 MAY 2021** at **10.00 am**.

The meeting will be held at **Maldon Stadium (Maldon and Tiptree Football Club), Park Drive, Maldon, Essex, CM9 5JQ.**

Please Note that due to social distancing and space limitations, we require any members of the public or press who wish to attend physically and observe this meeting to complete [a request form](#) (to be submitted by 12noon on Wednesday 19 May 2021). This will be reviewed and managed according to capacity of the meeting and whether any other persons have already registered.

The Annual Meeting of the Council will still be live streamed via the [Council's YouTube channel](#) for ease of viewing.

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance



Please note: Electronic copies of this agenda and its related papers are available via the Council's website [www.maldon.gov.uk](http://www.maldon.gov.uk).





**AGENDA  
STATUTORY ANNUAL COUNCIL**

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**THURSDAY 20 MAY 2021**

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. **Appointment of Vice-Chairman**

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

5. **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 - 18 March 2021** (Pages 7 - 20)

To confirm the Minutes of the meeting of the Council held on 18 March 2021 (copy enclosed).

9. **Minutes - 29 April 2021** (Pages 21 - 26)

To confirm the Minutes of the extraordinary meeting of the Council held on 29 April 2021 (copy enclosed).

10. **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 date of the meeting).

11. **Chairman's Announcements**

12. **Minute Book**

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

- a) Performance, Governance and Audit Committee - 24 March 2021 (Pages 27 - 32)

13. **Minutes of Meetings of the Council**

To note that since the last meeting of the Council, up until Wednesday 12 May 2021 (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	<a href="#">10 March 2021</a>
Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee)	<a href="#">11 March</a>
South Eastern Area Planning Committee	<a href="#">17 March</a>
Central Area Planning Committee	<a href="#">31 March</a>
Overview and Scrutiny Committee	<a href="#">15 April</a>
South Eastern Area Planning Committee	<a href="#">14 April</a>
Central Area Planning Committee	<a href="#">21 April</a>

14. **Notice of Motion**

In accordance with notice duly given under Procedure Rule 4, Councillor M W Helm to move the following Motion duly seconded by Councillor A S Fluker:

**“Motion One:**

To prevent Filibustering the 15 minutes allocated for Questions to the Leader applies only to the time taken by the member to ask questions and not the time taken for a reply to be made.

**Motion Two:**

In the best interest of public understanding the policy of the administration, if the Leader of the Council is unable to answer a question put to them during Questions to the Leader, the Leader should not defer, but provide a written response to Council.

**Motion Three:**

That an item Questions to the Leader, is included on the agenda of all Council meetings.”

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

16. **Leaders and Composition of Political Groups** (To Follow)

- (i) To consider the report of the Director of Strategy, Performance and Governance on the Leaders and composition of each political group (copy to follow).
- (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.

17. **Appointment of Membership of Committees of the Council** (To Follow)

To appoint Members to serve on Committees, as required by Procedure Rule 17. (Report of the Director of Strategy, Performance and Governance on the nominations of the Leader of the Council and the Opposition Leader to the places allocated to their respective groups copy to follow).

18. **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 Performance, Governance and 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 Strategy and Resources 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 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 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 District 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 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

19. **Resumption of Business**

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

20. **Appointment of Representatives to Local Government and Outside Bodies** (To Follow)

To consider the report of the Director of Strategy, Performance and Governance (copy to follow).

21. **Appointment of Members to serve on Working Groups of the Council** (To Follow)

To consider the report of the Director of Strategy, Performance and Governance (copy to follow).

22. **Annual Report of the Overview and Scrutiny Committee** (Pages 33 - 36)

To consider the report of the Chairman of the Overview and Scrutiny Committee, (copy enclosed).

23. **Business by Reason of Special Circumstances Considered by the Chairman to be Urgent**

24. **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 of business on the grounds that it involves 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.

25. **Compulsory Purchase of Land** (Pages 37 - 42)

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

**NOTICES**

**Recording of Meeting**

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session. At the start of the meeting an announcement will be made about the recording.

**Fire**

In the event of a fire please use the fire exits marked with the green running man.