

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

28 October 2020

Dear Councillor

You are summoned to attend the;

ANNUAL MEETING OF THE MALDON DISTRICT COUNCIL

on **THURSDAY 5 NOVEMBER 2020** at **6.00 pm**.

Please note that this will be a **remote meeting** – Members to access the meeting via Microsoft Teams. Members of the press and public may listen to the live stream via the [Council's YouTube channel](#).

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.

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AGENDA COUNCIL

THURSDAY 5 NOVEMBER 2020

1. **Chairman's notices**

2. **Election of Chairman**

To elect the Chairman of Maldon District Council for the remainder of the municipal year (to May 2021).

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 remainder of the municipal year (to May 2021).

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 - 1 October 2020** (Pages 9 - 22)

To confirm the Minutes of the Council meeting held on 1 October 2020, (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 date of the meeting).

10. **Chairman's Announcements**

11. **Minute Book**

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

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

- a) Performance, Governance and Audit Committee - 24 September 2020 (Pages 23 - 32)
- b) Overview and Scrutiny Committee - 15 October 2020 (Pages 33 - 36)
- Minute No. 6 – Committee Operating Protocol and Working Practices

12. **Minutes of Meetings of the Council**

To note that since the last meeting of the Council, up until Wednesday 28 October 2020 (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 | 23 September 2020 |
| South Eastern Area Planning Committee | 30 September |
| District Planning Committee | 8 October |

Minutes NOT finalised for publication

| | |
|---|----------------------------|
| North Western Area Planning Committee | 21 October |
| Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee) | 22 October |
| Joint Standards Committee (special meeting) | 27 October |

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

14. **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.

15. **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).

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 Performance, Governance and Audit Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the Strategy and Resources Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the Licensing Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the Overview and Scrutiny Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the Joint Standards Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the Investigating and Disciplinary Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the District Planning Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the Central Area Planning Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the North Western Area Planning Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

To be followed by:

Special Meeting of the South Eastern Area Planning Committee

- (a) To elect a Chairman of the Committee for the remainder of the municipal year (to May 2021);
- (b) To appoint a Vice-Chairman of the Committee for the remainder of the municipal year (to May 2021).

17. **Resumption of Business**

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

18. **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).

19. **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).

20. **Member Training Plan** (Pages 37 - 40)

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

21. **COVID-19 Economic Recovery - Car Parking** (Pages 41 - 46)

To consider the report of the Re-Set and Recovery Working Group, (copy enclosed).

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

23. **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.

24. **Leisure Contract Update** (Pages 47 - 56)

To consider the report of the Leisure Contract Member Task and Finish Working Group, (copy enclosed).

NOTICES

Sound 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.