

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

16 November 2020

Dear Councillor

You are summoned to attend the special meeting of the;

**STRATEGY AND RESOURCES COMMITTEE**

on **TUESDAY 24 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

COMMITTEE MEMBERSHIP	CHAIRMAN	Councillor R H Siddall
	VICE-CHAIRMAN	Councillor C Swain
	COUNCILLORS	Mrs P A Channer, CC M F L Durham, CC M R Edwards M W Helm K M H Lagan N J Skeens W Stamp Mrs M E Thompson Miss S White

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**AGENDA**  
**STRATEGY AND RESOURCES COMMITTEE (SPECIAL MEETING)**  
**TUESDAY 24 NOVEMBER 2020**

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1. **Chairman's Notices**

2. **Apologies for Absence**

3. **Disclosure of Interest**

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

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

4. **Public Participation**

To receive the views of 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).

Should you wish to submit a question please complete the online form at:  
[www.maldon.gov.uk/publicparticipation](http://www.maldon.gov.uk/publicparticipation).

5. **IT Policies** (Pages 5 - 16)

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

6. **Planning Enforcement** (Pages 17 - 74)

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

7. **Approval to Consult on the Draft Lists of Local Heritage Assets for the Parishes of St. Lawrence, Woodham Walter, Langford and Ulting** (Pages 75 - 116)

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

8. **North Quay Development Brief Supplementary Planning Document** (Pages 117 - 204)

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

9. **Promenade Park Garden Play Scheme** (Pages 205 - 220)

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

10. **Update on Disabled Facilities Grant Related Issues** (Pages 221 - 224)

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

11. **Document Retention Policy Update** (Pages 225 - 292)

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

12. **Appointment to Outside Bodies** (Pages 293 - 294)

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

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

14. **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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph ??? of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

15. **Millfields Caravan Site** (Pages 295 - 298)

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

16. **Five Year Housing Land Supply** (Pages 299 - 354)

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