



MALDON DISTRICT
COUNCIL

APOLOGIES Committee Services
Email: Committee.clerk@maldon.gov.uk

DIRECTOR OF STRATEGY,
PERFORMANCE AND
GOVERNANCE
Paul Dodson

10 May 2023

Dear Councillor

You are summoned to attend the fifty first;

ANNUAL MEETING OF THE MALDON DISTRICT COUNCIL

on **THURSDAY 18 MAY 2023** at 7.30 pm.

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

Please Note: All meetings will continue to be live streamed on the [Council's YouTube channel](#) for those wishing to observe remotely.

To submit a question in writing please complete a [Public Access form](#) (to be received no later than 12noon two clear working days before the Council meeting). All requests will be considered on a first-come, first-served basis.

A copy of the agenda is attached.

Yours faithfully

Director of Strategy, Performance and Governance

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



AGENDA
STATUTORY ANNUAL MEETING OF THE MALDON DISTRICT COUNCIL
THURSDAY 18 MAY 2023

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. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B 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).

8. **Minutes - 30 March 2023** (Pages 7 - 18)

To confirm the Minutes of the meeting of the Council held on 30 March 2023, (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. **Minutes of Meetings of the Council**

To note that since the last meeting of the Council, up until Wednesday 10 May 2023 (Council agenda dispatch) the following Committees have met, and to receive any questions in accordance with Council and Committee Procedure Rule 6 (2).

Overview and Scrutiny Committee	28 March 2023
South Eastern Area Planning Committee	12 April
Central Area Planning Committee	19 April
Appointments Board	25 April

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

13. **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) That the Council considers ratification of the Leader-designate as Leader of the Council.
- (iii) That the Council elects the Deputy Leader of the Council.

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

To appoint Members to serve on Committees, as required by Procedure Rule 15. (Report of the Director of Strategy, Performance and Governance on the nominations from the Leaders of all Groups to the places allocated to their respective Groups, copy to follow.)

15. **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

16. **Resumption of Business**

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

17. **Five-Year Housing Land Supply** (Pages 19 - 36)

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

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. **Annual Report of the Overview and Scrutiny Committee** (Pages 37 - 42)

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

21. **Review of Members Special Responsibility Allowances** (Pages 43 - 46)

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

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

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.

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.

Closed-Circuit Television (CCTV)

Meetings held in the Council Chamber are being monitored and recorded by CCTV.