



MALDON DISTRICT  
COUNCIL

APOLOGIES Committee Services  
Email: [Committee.clerk@maldon.gov.uk](mailto:Committee.clerk@maldon.gov.uk)

DIRECTOR OF STRATEGY AND  
RESOURCES  
Paul Dodson

13 March 2024

Dear Councillor

You are summoned to attend the meeting of the;

**COUNCIL**

on **THURSDAY 21 MARCH 2024 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. Public participants wishing to speak remotely at a meeting can continue to do so via Microsoft Teams.

To submit a question in writing or attend in person 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 and Resources



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 COUNCIL

THURSDAY 21 MARCH 2024

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1. **Chairperson's notices**

2. **Apologies for Absence**

3. **Minutes - 15 February 2024** (Pages 5 - 22)

To confirm the Minutes of the Council meeting held on 15 February 2024 (copy enclosed).

4. **Declaration 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).

5. **Public Questions** (Pages 23 - 24)

To receive questions from members of the public, of which prior notification in writing has been received (no later than noon two clear working days before the day of the Council 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).

6. **Chairperson's Announcements**

7. **Minute Book**

To consider the recommendations coming forward from the Committees detailed below. Please note that the Minutes of these meetings are not enclosed as they have not been approved at Committee level.

- a) **Performance, Governance and Audit Committee - 7 March 2024** (Pages 25 - 62)

**Independent Person of the Performance, Governance and Audit Committee**

**RECOMMENDED**

- (i) That the principle of co-opting an Independent Person onto the Joint Audit and Governance Committee on a non-voting basis be approved;
- (ii) That the person specification attached at **APPENDIX 1** be approved.

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For further information please see [the Council's website](http://www.maldon.gov.uk).

## **Contract Procedure Rules Extension**

### **RECOMMENDED**

- (iii) that the Contract Procedure Rules attached at **APPENDIX 2** be extended for a further year.

## **Council Constitution – Scheme of Delegation – Service Delivery**

### **RECOMMENDED**

- (iv) That the redistribution of the powers currently delegated to the Director of Service Delivery to the Assistant Directors - Service Delivery as proposed and shown at **APPENDIX 3**, be agreed;
- (v) That the consequential changes referred to in paragraphs 3.6 and 3.7 of the report, namely to the list of Proper Officer designations set out in the Scheme of Delegation (General Provisions) document in the Constitution, and the transfer of the delegated powers in relation to Neighbourhood Planning from the Director of Strategy and Resources to the relevant Assistant Director - Planning and Implementation, be agreed.

- b) Strategy and Resources Committee - 14 March 2024 (To Follow)

Please note that the recommendations coming forward from this Committee will be circulated once the meeting has taken place.

## **8. Minutes of Meetings of the Council**

To note that since the last Council, up until Wednesday 13 March 2024 (Council agenda dispatch) the following Committees have met, and to receive any questions in accordance with Council and Committee Procedure Rule 6 (2).

North Western Area Planning Committee	<a href="#">7 February 2024</a>
South Eastern Area Planning Committee	<a href="#">14 February</a>
Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee)	<a href="#">29 February</a>
Overview and Scrutiny Committee	<a href="#">5 March</a>
North Western Area Planning Committee	<a href="#">6 March</a>
Performance, Governance and Audit Committee	<a href="#">7 March</a>
District Planning Committee (special meeting)	<a href="#">12 March</a>

## **9. Questions in accordance with Procedure Rule 6(3) of which notice has been given**

## **10. Gambling Act 2005 - Statement of Gambling Policy** (Pages 63 - 98)

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

## **11. Questions to the Leader of the Council in accordance with Procedure Rule 1 (3)(m)**

## **12. Business by reason of special circumstances considered by the Chairperson to be urgent**

13. **Exclusion of 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.

14. **Legal Action** (Pages 99 - 102)

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

15. **Council Assets Memorandum of Understanding** (Pages 103 - 110)

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

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**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 the 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 Televisions (CCTV)**

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

**Lift**

Please be aware, there is not currently lift access to the Council Chamber.