



MALDON DISTRICT  
COUNCIL

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

CHIEF EXECUTIVE  
Doug Wilkinson

26 March 2025

Dear Councillor

You are summoned to attend the meeting of the;

**COUNCIL**

on **THURSDAY 3 APRIL 2025 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

Chief Executive



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 3 APRIL 2025**

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1. **Chairperson's notices**

2. **Apologies for Absence**

3. **Minutes - 13 February 2025** (Pages 7 - 22)

To confirm the Minutes of the Council meeting held on 13 February 2025 (copy enclosed).

4. **Minutes - 25 February 2025** (Pages 23 - 28)

To confirm the Minutes of the extraordinary Council meeting held on 25 February 2025 (copy enclosed).

5. **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).

6. **Public Questions**

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).

7. **Chairperson's Announcements**

8. **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 - 20 February 2025** (Pages 29 - 86)

**Annual Review of Financial Regulations**

**Recommended** that that the revised Financial Regulations at **APPENDIX 1** be approved.

- b) Strategy and Resources Committee - 13 March 2025 (Pages 87 - 102)

**Pay Policy Statement**

**Recommended** that the Pay Policy Statement attached at **APPENDIX 2** be agreed.

**Funding Request – Council Offices, Princes Road** \*\*

**Recommended**

- (i) That the sum detailed in the report to the Strategy and Resources Committee is approved for drawdown from Council reserves to enable the purchase and installation of replacement Fire, Security and CCTV Systems at the Council Offices, Princes Road;
- (ii) That the sum detailed in the report to the Strategy and Resources Committee be approved for the necessary replacement of 26 timber framed windows and doors at the Council Offices, Princes Road.

**\*\*Please Note:** Should Members wish to discuss the detail relating to the Funding Request this will have to take place in closed session. as this report and its appendices contain information not for publication by the virtue of paragraph 3 of part 1 of Schedule 12A to the Local Government Act 1972.

- c) Joint Standards Committee - 27 March 2025

**Appointment of Independent and Deputy Independent Person**

**Recommended**

- (i) that John Mitchell is reappointed as Independent Person for Maldon District Council for a period of four years;
- (ii) that Kathy Payne is reappointed as Deputy Independent Person for Maldon District Council for a period of four years.

9. **Minutes of Meetings of the Council**

To note that since the last Council, up until Wednesday 26 March 2025 (Council agenda dispatch) the following Committees have met, and to receive any questions in accordance with Council and Committee Procedure Rule 6 (2).

Performance, Governance and Audit Committee	<a href="#">20 February 2025</a>
District Planning Committee	<a href="#">26 February</a>
Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee)	<a href="#">27 February</a>
Strategy and Resources Committee	<a href="#">13 March</a>
Licensing Committee	<a href="#">25 March</a>

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

11. **Polling Places Review** (Pages 103 - 108)

To consider the report of the Chief Executive, (copy enclosed).

12. **Public Space Protection Order Review Consultation** (Pages 109 - 128)  
To consider the report of the Assistant Director – Customers and Operations, (copy enclosed).
  13. **UK Shared Prosperity Fund 2025 / 26 Allocation** (Pages 129 - 134)  
To consider the report of the Chief Executive, (copy enclosed).
  14. **Adoption of the EV Charging and Low Emissions Strategy 2025-2028** (Pages 135 - 162)  
To consider the report of the Deputy Chief Executive, (copy enclosed).
  15. **Maldon District Council's Response to the Greater Essex Devolution Consultation** (Pages 163 - 176)  
To consider the report of the Chief Executive, (copy enclosed).
  16. **Overview and Scrutiny Committee - Member Scrutiny Request Outcome - Corporate Project - Land at Heybridge** (Pages 177 - 180)  
To consider the report of the Chief Executive, (copy enclosed).
  17. **Appointment of Councillors to Steeple Parish Council** (Pages 181 - 184)  
To consider the report of the Monitoring Officer (copy enclosed).
  18. **Questions to the Leader of the Council in accordance with Procedure Rule 1 (3)(m)**
  19. **Business by reason of special circumstances considered by the Chairperson to be urgent**
  20. **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.
  21. **Planning Obligation Update** (To Follow)  
To consider the report of the Chief Executive.
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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**

We do not have any fire alarm testing scheduled for this meeting. In the event of a fire, a siren will sound. Please use either of the two marked fire escape routes. Once out of the building please proceed to the designated muster point located on the grass verge by the police station entrance. Please gather there and await further instruction. If you feel you may need assistance to evacuate the building, please make a member of Maldon District Council staff aware.

### **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.