

27 August 2025



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[www.maldon.gov.uk](http://www.maldon.gov.uk)



APOLOGIES: Committee Services  
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CHIEF EXECUTIVE  
Doug Wilkinson

Dear Councillor

You are summoned to attend the meeting of the;

**OVERVIEW AND SCRUTINY COMMITTEE**

on **THURSDAY 4 SEPTEMBER 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 register your request to speak / attend in person please complete a [Public Access form](#) (to be submitted by 12noon on the working day before the Committee meeting). All requests will be considered on a first-come, first-served basis.

A copy of the agenda is attached.

Yours faithfully

Chief Executive

**COMMITTEE MEMBERSHIP:**

CHAIRPERSON	Councillor S J N Morgan
VICE-CHAIRPERSON	Councillor P L Spenceley
COUNCILLORS	V J Bell J R Burrell-Cook A Fittock L J Haywood A M Lay C P Morley E L Stephens N J Swindle



## **AGENDA OVERVIEW AND SCRUTINY COMMITTEE**

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**THURSDAY 4 SEPTEMBER 2025**

1. **Chairperson's Notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 10)

To confirm the Minutes of the meeting of the Overview and Scrutiny Committee held on 19 June 2025 (copy enclosed).

4. **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).

5. **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 completed the online form at [www.maldon.gov.uk/publicparticipation](http://www.maldon.gov.uk/publicparticipation).

6. **Member Scrutiny Request - Councillor S J N Morgan - Planning Appeal at Church Road, Wickham Bishops** (Pages 11 - 14)

To consider the report of the Overview and Scrutiny Member Working Group (copy enclosed).

7. **Scrutiny Workplan Item - Planning Appeal At Woodham Mortimer** (Pages 15 - 26)

To consider the report of the Overview and Scrutiny Member Working Group (copy enclosed).

8. **Council Constitution - Planning Appeals Protocol** (Pages 27 - 34)

To consider the report of the Overview and Scrutiny Member Working Group (copy enclosed).

9. **Scrutiny Watching Brief Item - Planning Enforcement** (Pages 35 - 40)

To consider the report of the Overview and Scrutiny Member Working Group (copy enclosed).

10. **Member Scrutiny Item Requests**

To receive and note that the following three new Member scrutiny requests have been received and in line with the agreed procedure will be referred to the Committee's Working Group at its next meeting for initial assessment and report back to the Committee:

Councillor V J Bell ..... Efficiency / performance of Planning Services in dealing with planning applications

Councillor A Fittock ..... Use of Policy H2 in assessing housing mix / monitoring and reporting of data

Councillor E L Stephens ..... Post implementation review of new leisure contract

11. **Any other items of business that the Chairperson of the Committee decides are urgent**

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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.