



**MINUTES of  
COMMUNITY SERVICES COMMITTEE  
22 MAY 2018**

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**PRESENT**

Chairman	Councillor R G Boyce MBE
Vice-Chairman	Councillor Mrs B D Harker
Councillors	E L Bamford, H M Bass, A T Cain, J V Keyes, Miss M R Lewis and Mrs N G F Shaughnessy
Ex-Officio Non-Voting Member	Councillors B S Beale MBE and A S Fluker

**97. CHAIRMAN'S NOTICES**

The Chairman drew attention to the list of notices published on the back of the agenda.

**98. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs H E Elliott and M F L Durham.

**99. MINUTES OF THE LAST MEETING**

**RESOLVED** that the Minutes of the meeting of the Committee held on 27 March 2018 be approved and confirmed.

**100. DISCLOSURE OF INTEREST**

There were none.

**101. PUBLIC PARTICIPATION**

No requests had been received.

**102. CHAIRMAN'S GOOD NEWS ANNOUNCEMENTS**

The Chairman referring to events at Promenade Park reported that the Bank Holiday weekend had been a real success with large numbers of visitors enjoying the good

weather. The Splash Park, on Bank Holiday Monday had over 3,000 visitors and over the weekend as a whole there were over 5,000 visitors. Overall this was a really good news story that the facility was being appreciated and used by children and adults alike.

He informed the Committee that on Friday 25 May 2018, the Chairman of the Council, Councillor H M Bass and himself, will formally open the new Coastal Hub. It was noted that all members had been emailed an invitation to the event.

### **103. REVIEW OF PERFORMANCE 2017 / 18**

The Committee considered the report of the Director of Customers and Community seeking Members' comments on the information as set out in both the report and Appendix 1.

The Chairman informed the Committee that in accordance with the recommendation they would go through Appendix 1 page by page focussing on performance indicators and key council activities relating to the Customers and Community Directorate. With reference to the report he drew Members' attention to paragraphs 3.3.1 and 3.3.2 outlining key successes and achievements over the past year. It was noted that this was a record to be proud of.

In response to a question concerning the 'Warm Maldon Project' the Director of Customers and Community said that he would report back to Members by email on the number of vulnerable people who were supported by the project.

Councillor H M Bass, referring to the 'Crucial Crew' project, paragraph 3.3.1, third bullet point, commented that this was an exceptional project that must be maintained. This was unanimously supported.

In response to an enquiry regarding recorded complaints the Director of Customers and Community said he would investigate and provide a written explanation to all members of the Committee. He then drew Members' attention to paragraph 3.3.2, bullet point nine, regarding the excellent volunteer support from members of the local community, in particular volunteer work on green spaces.

Key Council Activity – 'Level of reported crime' – Councillor E L Bamford asked if other activity in this area was on track and if all information had been included in this report. In response, the Director of Customers and Community said that he would check and report back to Members as appropriate. It was further noted that the Council did not have overall influence in this area given that the police had prime responsibility for crime levels.

Key Council Activity- 'Work with partners to seek funding/bring forward flood relief projects for identified surface and coastal flooding risk areas'. Councillor Miss M R Lewis expressed concern regarding the North Heybridge Flood Alleviation scheme and the Environment Agency's response to this. The Committee agreed that this key council activity be referred to Planning and Licensing (P&L) committee along with Councillor Miss M R Lewis' concerns regarding the Environment Agency's response.

Key Council Activity – ‘Total household waste arising per household’. Following a lengthy discussion Members agreed that having two targets would be more useful, one on waste and one on recycling.

Key Council Activity - ‘Average number of justified missed collections per collection day’. A debate ensued as to whether the focus should be on ‘justified’ missed collections. Councillor A S Fluker informed the Committee that there had been a large number of missed collections. He stressed the importance of notifying residents via the website as soon as problems were known. He requested a meeting with the Director of Customers and Community to go through the data on missed collections. It was agreed that the key council activity should report on missed collections highlighting areas of poor performance where contractors were not meeting the Service Level Agreement (SLA).

## **RESOLVED**

- (i) that the information set out in the report and appendices be noted;
- (ii) that statistics on numbers of vulnerable people supported by the ‘Warm Maldon Project’, (paragraph 3.3.1, bullet point 4 of the report) be provided to the Committee;
- (iii) that the outstanding complaints and compliments data at paragraph 3.4 in the report be provided in writing to the Committee;
- (iv) that the information on Key Corporate Activity –‘Level of Reported Crime’ – be checked to ensure all associated information had been provided;
- (v) that Key Council Activity – ‘Work with partners to seek funding/bring forward flood relief projects for identified surface and coastal flooding risk areas in the District’ – report findings and feedback be referred to P&L together with Councillor Miss M R Lewis’ comments;
- (vii) that Key Council Activity – ‘Total Household waste arising per household’ – be amended to *Total general waste and recycling* etc. showing a target for waste and a target for recyclables, thus demonstrating how the scheme is impacting/educating (positively/negatively) our residents;
- (viii) that Key Council Activity – ‘Average number of justified missed collections per collection day’ – be changed to focus reporting on ‘missed’ collections and report/record statistics on poor performance/not meeting the agreed SLA;
- (ix) that the Deputy Leader and the Director meet to go through the statistics with a view to providing a separate report back to the Committee on findings and trends.

## **104. APPOINTMENT OF REPRESENTATIVES ON LIAISON COMMITTEES/PANELS**

Following a brief discussion on the appointment of representatives on liaison committees/panels members agreed the replacement for Councillor R Pratt and the substitute member on 'Places and People Liaison Committee' as follows:-

### **RESOLVED**

- (i) that Councillor Miss M R Lewis replace Councillor R Pratt on the following:-
  - Car Parking Task and Finish Working Group;
  - Cemeteries and Crematorium Group, and,
  - Maldon Citizens Advice Bureau Liaison Committee.
- (ii) that Councillor Miss M R Lewis replace Councillor Mrs B D Harker as substitute on the Places and People Liaison Committee.

## **105. PUBLIC SPACE PROTECTION ORDER - CONSULTATION**

The Committee considered the report of the Director of Customers and Community seeking Members' approval to proceed with public consultation on the implementation of the Public Space Protection Order (PSPO) for dog control in publicly owned areas District wide.

Members were advised that Plans set out in the appendices to the report detailed the locations where dogs were required to be on leads at all times. Appendix 1 detailed the areas in Maldon Cemetery, appendix 2 the areas in Promenade Park and appendix 3 the areas in Riverside Park.

A discussion ensued regarding this report with particular reference to paragraph 4.2.1 of the report 'Dogs on Leads by Direction'. Members expressed concern regarding the potential lack of clarity around officer powers and the need for clear guidance for both officers and members of the public.

Councillor Miss M R Lewis proposed a change to the wording in 4.2.1 'Dogs on Leads by Direction' to replace 'request' with 'direct' as follows: - 'authorised officers be given the power to **direct** that owners place dogs....'. This was agreed by the Committee.

Other areas popular to dog walkers, but not included in the report, were discussed. Members asked that Drapers Lane and Brickhouse Farm be included along with the public places within the District listed in the report at paragraph 4.2.2.

Subsequent to the meeting the Group Manager, Community and Living advised that before an area is considered for inclusion the legislation states that there must be good reason i.e. evidence of dog nuisance as a consequence of not being on a lead, dog attacks and aggressive dogs off leads. Therefore, it would not be possible to investigate and establish the requirement for 'Dogs on Leads At All Times' in these areas prior to the commencement of the Consultation, which is due to start Thursday 1 June 2018. However, there would be a second tranche of areas to be considered and if the

requirement for ‘Dogs on Leads At All Times’ was established by then at Drapers Lane and Brickhouse Farm, they would be included.

**RESOLVED**

- (i) that the Council begins a 12 week public consultation on the proposal in the Public Space Protection Order from 1 June 2018;
- (ii) that the wording in 4.2.1 be changed to ‘authorised officers be given the power to **direct** that....’;
- (iii) that Drapers Farm and Brickhouse Farm be included in the second tranche of consultation, if the rationale had been established.

**106. MARKETS WORKING GROUP UPDATE**

The Committee considered the report of the Markets Task and Finish Working Group providing an overview of the work carried out to date by the Markets Working Group in relation to Market provision within Maldon Town. The report also sought Members’ approval to extend the existing contract with the Maldon Market Co-Operative for a further six months to allow further research to be completed and reported back to Members.

Councillor Mrs B D Harker informed the Committee that the Markets Working Group’s recommendation was that the proposed six months extension would not be adequate given the work involved and that an additional six months was required.

**RESOLVED** the extension of the Maldon Market Co-Operative for a further 12 months.

**107. REVIEW OF ALLOCATIONS POLICY**

The Committee considered the report of the Director of Customers and Community seeking Members’ approval for a formal review of the effectiveness of the Council’s policy for the allocation of affordable housing.

Councillor Miss M R Lewis referring to the Review of Allocations report commented that this was an excellent opportunity to undertake a root and branch review on what is happening with the policy. This was unanimously agreed.

**RESOLVED** that a formal review and analysis of the current policy and procedure for the allocation of social housing, with a report outlining the findings, be presented to this Committee for consideration and possible further action if required.

**108. CEMETERY CHAPEL REPAIRS**

The Committee considered the report of the Director of Customers and Community seeking Members’ views on whether the project to repair the Heybridge cemetery

chapel roof should continue and whether alternative uses for the building should be considered.

The Director of Customers and Community referring to Heybridge cemetery chapel informed the Committee that since no evidence was found relating to bat activity the roof repairs could go ahead. He added that alternative sympathetic uses for the chapel were also being explored.

Councillor Miss M R Lewis welcomed the news as the state of disrepair was now very serious. She proposed the launch of a 'Friendship Group' during the summer to share suggestions and ideas regarding proposed use. The Committee agreed that this was a sensible way forward and the Director of Customers and Community said he would welcome proposals for usage.

**RESOLVED**

- (i) that work on the cemetery chapel roof would be implemented as planned;
- (ii) that the Director of Customers and Community, in consultation with the Chairman of the Committee, invite proposals for alternative/sympathetic usage;

(ii) that Officers report on the proposals for the use of Heybridge Chapel at a future meeting of this Committee.

**109. EVENTS WORKING GROUP UPDATE**

The Committee received a verbal update from the Director of Customers and Community on the status of the Events Working Group. He reported that a proactive Events Working Group meeting had taken place and officers were now tasked with looking at a series of options, work through those, and report back to the Events Working Group.

**RESOLVED** that Officers explore all viable options and report back to a future meeting of this Committee.

There being no further items of business the Chairman closed the meeting at 8.48 pm.

R G BOYCE MBE  
CHAIRMAN