



**MINUTES of
PLANNING AND LICENSING COMMITTEE
15 NOVEMBER 2018**

PRESENT

Chairman	Councillor Mrs P A Channer, CC
Vice-Chairman	Councillor A K M St. Joseph
Councillors	B S Beale MBE, R G Boyce MBE, M F L Durham, CC, A S Fluker, M R Pearlman, S J Savage and Mrs M E Thompson

601. CHAIRMAN'S NOTICES

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

602. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R Pratt.

603. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes from the meeting of the Committee held on 6 September 2018 be approved and confirmed.

604. DISCLOSURE OF INTEREST

Councillor A K M St Joseph declared a non-pecuniary interest in Agenda Item 4, Approval of the Maldon District Heritage at Risk Register 2018 as he knows some of the owners on the register.

Councillor Mrs P A Channer, CC, declared a non-pecuniary interest as a Member of Essex County Council in relation to any items on the agenda pertaining to that organisation.

Councillor M F L Durham, CC, declared a non-pecuniary interest as a Member of Essex County Council in relation to any items on the agenda pertaining to that organisation.

605. PUBLIC PARTICIPATION

No requests had been received.

606. APPROVAL OF THE MALDON DISTRICT HERITAGE AT RISK REGISTER 2018

The Committee received the report of the Director of Strategy, Performance and Governance seeking Members' approval for the publication of the Maldon District Heritage at Risk Register 2018.

The Conservation Officer presented Members with further information (the Officer presentation is attached at **APPENDIX 1** to these minutes) on the buildings listed on the register, highlighting the significant progress that had been made. Members were advised that out of the twenty-one buildings on the register there was one addition to the register and one building was ready to be removed.

In response to Members questions the following information was provided by Officers:

- **Timber Trestle Viaduct at Wickham Place, Wickham Bishops** – decay appears to be from the timbers put in during the 1990's. It was noted that attempts to contact the owners had been unsuccessful and it was requested that the Director of Strategy, Performance and Governance attempt contact.
- **Homestead, Maldon Road, Langford** – following numerous disputes around ownership of the property, the Conservation Officer confirmed that all the claimants have been written to.

The Chairman complimented the Conservation Officer on the success of his work and, on behalf of the Committee, thanked him for a comprehensive presentation.

RESOLVED that the Maldon District Heritage at Risk Register 2018 was approved published.

607. 2019 / 20 REVENUE BUDGET AND FEES AND CHARGES

The Committee received the report of the Director of Resources which sought approval of the 2019 / 20 budget and updated medium term financial strategy by the Council in February 2019.

The report provided proposals that were relevant to the Committee in respect of the revenue growth and fees and charges policy. Member's attention was drawn to Appendices 1, 2, and 3 of the report. It was confirmed that the discount on wharf charges was being reviewed, with a consideration to remove the 50% discount applied to quarterly contracts and replaced with a 5% discount on annual contracts only.

The Committee raised the following questions on the report:

- Where moorings are not aligned to local sailing clubs, how would the collection of fees continue?
- Thames Barges moored in the Hythe Quay are considered a tourist attraction, has the wider impact caused by the change in fees been considered?
- Would the Charitable Trust discount be processed in a similar manner to Promenade Park, and who would be agreeing this?

- It was understood that the subletting of mooring generated a profit to third parties at 4-500% increase. Would it be possible to include in the lease a clause to prevent subletting/secondary leasing?

Councillor A S Fluker proposed that the report be approved with the aforementioned points to be addressed at the Finance and Corporate Services Committee. This was duly seconded and agreed.

RESOLVED

- (i) that the 2019 / 20 Revenue Budget and Fees and Charges as set out in the report be noted.
- (ii) that the Finance and Corporate Services Committee be recommended to address concerns raised by the Planning and Licencing Committee as detailed above.

608. DRAFT MALDON DISTRICT GREEN INFRASTRUCTURE STRATEGY SUPPLEMENTARY PLANNING DOCUMENT: STAKEHOLDER AND PUBLIC CONSULTATION

The Committee received the report of Director of Strategy, Performance and Governance which requested approval for the draft Maldon District Green Infrastructure Strategy Planning Document (SPD) and the accompanying Green Infrastructure Projects document to go out for public consultation (Appendix 1 and Appendix 2 of the report).

It was confirmed for Members that due to changes in opening hours over the festive season that public consultation would run for a minimum of seven weeks.

A member requested that the SPD be updated to correct some minor typographical errors and formatting, and that some colours used on the maps was changed to make them easier to differentiate.

RESOLVED that subject to amendments the draft Maldon Green Infrastructure Strategy Supplementary Planning Document (SPD) and the Green Infrastructure Projects document be approved for stakeholder and public consultation.

609. BROWNFIELD REGISTER 2018

The Committee considered the report of the Director of Strategy, Performance and Governance in relation to the Brownfield Land Register and seeking Members' endorsement of the publication of the Register.

It was noted that Brownfield Land Register: Part 1 was previously presented to the Committee.

In response to Members questions it was confirmed that agricultural buildings in use are excluded from the report.

RECOMMENDED that the Brownfield Land Register (attached as **APPENDIX 2** to these minutes) be approved for publication on the Council's Website.

610. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

611. SECTION 106 AGREEMENTS – SIX MONTHLY UPDATE

The Committee noted the report of the Director of Strategy, Performance and Governance which provided an update on Section 106 (S106) Agreements. It was noted that this report followed the discussions which took place at the Overview and Scrutiny Committee on 3 October 2018. The report considered by the Overview and Scrutiny Committee along with further details on the delivery of the Council's S106 projects were attached as Appendices to the report.

It was noted that Officers were working with other partner organisations to put in place a system to enable the co-operation and collection, monitoring and delivery of key infrastructure projects. Prior to the release of funds to external partners a S106 funding form had to be completed and this was attached as Appendix 3 to the report.

Members noted the report and it was agreed that Officers would respond by email to queries raised by the Committee.

RESOLVED

- (i) that the content of the Section 106 Agreements report be noted.
- (ii) that Officers send an email response to questions raised by the Committee.

612. TENDER EXERCISE FOR LICENSING SERVICES FROM 1 APRIL 2019

The Committee considered the report of the Director of Strategy, Performance and Governance on the Tender Exercise for Licensing Services from 1 April 2019 presenting feedback from the tender exercise, and requesting approval for award of the contract.

Members were advised that the current licensing service agreement with Chelmsford City Council expired at the end of March 2019. Appendices 1 and 2 to the report provided details of the licences issues and income generated as part of the current service agreement.

The Committee was informed of the successful completion of the tender exercise and it was confirmed that conditions of the new contract would be in keeping with the previous contract awarded. Following a short discussion Members approved the Officers recommendation to award the contract for Licensing Services from 1 April 2019.

RESOLVED that the contract for Licensing Services from 1 April 2019 be awarded to Chelmsford City Council.

There being no further items of business the Chairman closed the meeting at 8.41 pm.

MRS P A CHANNER, CC
CHAIRMAN