



**MINUTES of  
COUNCIL  
5 NOVEMBER 2020**

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**PRESENT**

Vice-Chairman                      Councillor Mrs P A Channer, CC  
(in the chair)

Councillors                              E L Bamford, Miss A M Beale, B S Beale MBE,  
M G Bassenger, V J Bell, R G Boyce MBE,  
M F L Durham, CC, M R Edwards, Mrs J L Fleming,  
A S Fluker, M S Heard, M W Helm, A L Hull, K W Jarvis,  
J V Keyes, K M H Lagan, C Mayes, C P Morley, C Morris,  
S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens,  
W Stamp, Mrs J C Stilts, C Swain, Mrs M E Thompson and  
Miss S White

**1. CHAIRMAN'S NOTICES**

The Chairman welcomed everyone to this remote annual meeting of the Maldon District Council, held under new regulations which had come into effect in response to the COVID-19 situation. The Chairman then went through some general housekeeping arrangements for the meeting.

A roll call of those Members present was taken.

**2. ELECTION OF CHAIRMAN**

It was proposed by Councillor S P Nunn and seconded by Councillor W Stamp that Councillor M S Heard be elected as Chairman of the Maldon District Council for the remainder of the Municipal Year.

Councillor Mrs J L Fleming proposed that Councillor Mrs P A Channer be elected as Chairman of the Maldon District Council for the remainder of Municipal Year. This was duly seconded by Councillor M F L Durham.

In accordance with Procedure Rule No. 13 (3) Councillor Mrs Fleming requested a recorded vote. This was duly seconded.

The Chairman then put the proposal of Councillor Heard as Chairman to the Council. The voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

Councillor K W Jarvis.

The Chairman then put the proposal for Councillor Mrs Channer as Chairman and in accordance with the earlier request for a recorded vote the voting was as follows:

For the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Against the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, J Stilts and C Swain.

Abstention:

Councillor K W Jarvis.

The Chairman declared that Councillor M S Heard was therefore elected Chairman of the Maldon District Council for remainder of the Municipal year.

Prior to moving to the next item of business the Chairman (Councillor Mrs Channer) expressed her thanks to Members and Officers for the support given to her during her time as Vice-Chairman of the Council and was grateful for the opportunity to undertake this role.

In response, Councillor W Stamp, thanked Councillor Mrs Channer for the excellent work she had done, referred to her as an excellent Chairman and expressed thanks from herself and on behalf of many people and Councillors. Councillor Mrs Channer advised that this was why it was important to have the support of Members and Officers and referred to the Council's officers as exceptional. Thanks were also given to Councillor Mrs Channer from Councillor Bamford, Leader of the Opposition.

**RESOLVED** that Councillor M S Heard be elected Chairman of the Maldon District Council for the remainder of the Municipal Year.

### **3. CHAIRMAN'S STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor M S Heard made the Statutory Declaration of Acceptance of the Office of Chairman of the Council.

**4. APPOINTMENT OF VICE-CHAIRMAN**

It was proposed by the Chairman (Councillor M S Heard) and seconded by Councillor W Stamp that Councillor C Mayes be elected as Vice-Chairman of the Maldon District Council for the remainder of the Municipal Year.

In accordance with Procedure Rule No. 13 (3) Councillor Mrs P A Channer requested a recorded vote. This was duly seconded.

The Chairman then put the proposal of Councillor Heard as Chairman to the Council. The voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

Councillors R G Boyce, A L Hull and K W Jarvis.

Upon the vote taking place the Chairman declared that Councillor C Mayes was elected as the Vice-Chairman of the Council.

**RESOLVED** that Councillor C Mayes be elected as Vice-Chairman of the Maldon District Council for the remainder of the Municipal Year.

**5. VICE-CHAIRMAN'S STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor C Mayes made the Statutory Declaration of Acceptance of the Office of Vice-Chairman of the Council.

Councillor Mrs P A Channer offered her congratulations to Councillor Mayes and advised she would ensure the Vice-Chairman's badge of office was handed over to her as soon as possible.

**6. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Councillor R P F Dewick.

## **7. DECLARATIONS OF INTEREST**

Councillor Mrs P A Channer disclosed a non-pecuniary interest as a Member of Essex County Council who could be associated with some of the matters due for consideration.

Councillor M F L Durham disclosed a non-pecuniary interest as a Member of Essex County Council and pertaining to Agenda Items 20 – 24.

## **8. MINUTES - 1 OCTOBER 2020**

### **RESOLVED**

- (i) That the Minutes of the Council meeting held on 1 October 2020 be received.

#### **Minute 14 – Bradwell B Scoping Opinion Request Consultation**

Councillor C Swain advised that in respect of the recorded vote he was listed as voting both for and against the proposal. Councillor Swain clarified that he had voted for the proposal. In response the Chairman advised that this would be corrected.

#### **Minute 20 – Resignation of Councillor B E Harker and Associated Representations**

Councillor C Morris advised that reference to Heybridge Parish Council in this Minute should be amended to Heybridge *Basin* Parish Council. This amendment was duly noted.

### **RESOLVED**

- (ii) That subject to the above amendments, the Minutes of the Council meeting held on 1 October 2020 be adopted.

## **9. PUBLIC QUESTIONS**

There were none.

## **10. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked Members for nominating and electing him as Chairman and referred to the historic changes for the Council. The Chairman thanked Councillors R G Boyce and Mrs P A Channer for their past chairmanship and hoped to follow in their footsteps as well as those of former Council Chairmen. He advised that his theme for the remainder of the year would be one of unity and hoped all parties would work together.

With the invitation of the Chairman, the Director of Service Delivery provided an update on the COVID-19 situation. Following the update thanks were given to Officers for their work during the pandemic alongside the ongoing day to day work.

**11. PERFORMANCE, GOVERNANCE AND AUDIT COMMITTEE - 24 SEPTEMBER 2020**

**RESOLVED** that the Minutes of Performance, Governance and Audit Committee held on 24 September 2020 be agreed (by assent).

**12. OVERVIEW AND SCRUTINY COMMITTEE - 15 OCTOBER 2020**

**RESOLVED**

- (i) That the Minutes of the Overview and Scrutiny Committee held on 15 October 2020 be received.

**Minute 6 – Committee Operating Protocol and Working Practices**

It was noted that the operating protocol (Appendix 1) had been circulated prior to the meeting.

**RESOLVED**

- (ii) That the revised operating protocol be adopted by way of updating the Constitution.

**RESOLVED**

- (iii) That subject to the above decision the Minutes of the Overview and Scrutiny Committee held on 15 October 2020 be agreed.

**13. MINUTES OF MEETINGS OF THE COUNCIL**

The Council noted the list of Committees that had met before and since the last meeting of the Council, up until Wednesday 28 October 2020 for which Minutes had been published.

**14. QUESTIONS IN ACCORDANCE WITH PROCEDURE RULE 6 (2) OF WHICH NOTICE HAS BEEN GIVEN**

There were none.

**15. LEADERS AND COMPOSITION OF POLITICAL GROUPS**

The Council considered the report of the Director of Strategy, Performance and Governance, tabled at the meeting. As required by the Local Government and Housing Act 1989, the Director of Strategy, Performance and Governance had been notified that the composition of the political Groups on the Council were as follows:

Independent Group	Leader	Councillor W Stamp
	Members	Councillors M G Bassenger, B S Beale MBE, V J Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, R G F Shaughnessy, R H Siddall, N J Skeens, Mrs J C Stilts and C Swain
Conservative Group	Leader	Councillor E L Bamford
	Members	Councillors Miss A M Beale, Mrs P A Channer CC, M F L Durham CC, Mrs J L Fleming, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White
Democratic Alliance Group	Leader	Councillor M W Helm
	Members	Councillors R G Boyce MBE, R P F Dewick and A S Fluker

In accordance with the Council's Constitution, Councillor W Stamp was therefore recognised as Leader-designate.

The Chairman proposed that recommendation (i) as set out in the report to ratify Councillor Stamp as Leader of the Council be agreed. This was duly seconded.

In accordance with Procedure Rule No. 13 (3) Councillor E L Bamford requested a recorded vote. This was duly seconded.

The Chairman then put the proposal to ratify Councillor W Stamp as Leader of the Council. The voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

Councillor K W Jarvis.

Following the vote, the Chairman declared Councillor Stamp as Leader of the Council.

Councillor M S Heard then proposed that Councillor S P Nunn be elected as Deputy Leader of the Council and this was seconded by Councillor C Mayes.

In accordance with Procedure Rule No. 13 (3) Councillor E L Bamford requested a recorded vote. This was duly seconded.

The Chairman then put the proposal to ratify Councillor S P Nunn as Deputy Leader of the Council. The voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

Councillor K W Jarvis.

Following the vote, the Chairman declared Councillor S Nunn as Deputy Leader of the Council for the remainder of the Municipal Year.

**RESOLVED**

- (i) that the Leader-designate, Councillor W Stamp, be ratified as Leader of the Council;
- (ii) that Councillor S P Nunn be elected as Deputy Leader of the Council for the remainder of the Municipal Year.

**16. APPOINTMENT OF MEMBERSHIP OF COMMITTEES OF THE COUNCIL**

The Council considered the report of the Director of Strategy, Performance and Governance, circulated prior to the meeting.

Councillor R G Boyce raised a Point of Order and advised that in relation to Area Planning Committees he wished to raise an issue and refer to a statute.

The Chairman handed over to the Director of Strategy, Performance and Governance who proceeded to report that taking into consideration the table set out in paragraph 3.6 of the report there was also a need to consider Principle C regarding political balance of Committees. Principle C required the Council to review not only political balance within each Committee but across all seats available for allocation. The report detailed four seats to be allocated by the Council, however taking into consideration Principle C, two of these four seats had to be allocated to the Democratic Alliance Group (DAG).

Councillor M F L Durham raised a Point of Order that the Leader of the DAG should have the opportunity to select which Committees the additional two seats for his party would be on. In response, the Lead Legal Specialist and Monitoring Officer advised that this was a Council decision because the split in relation to which two Committees the DAG should sit on was equally tied.

Councillor E L Bamford proposed that the DAG be allocated a seat on the Performance Governance & Audit Committee (PGA) and Overview & Scrutiny Committee (O&S). This was duly seconded.

The Leader of the DAG advised that he had chosen the Performance Governance & Audit Committee and Overview & Scrutiny Committee.

The Leader of the Council proposed that the DAG be allocated a seat on the Overview & Scrutiny Committee and Investigating & Disciplinary Panel (I&D).

Councillor Mrs P A Channer raised a point of order that this wasn't a matter for the Council and felt that the issue was not covered by the constitution. She outlined how the Leader of the DAG was being given the opportunity to allocate onto the additional seats identified.

The Leader referred to the legal advice provided and urged the Council to make a decision on this. At this point and in accordance with Procedure Rule No. 13 (3) the Leader requested a recorded vote. This was duly seconded.

The Chairman advised that he would take the proposal in the name of Councillor Bamford first. Councillor Bamford clarified she was proposing that the seat on PGA and O&S be allocated to the DAG as per the Leader of that Group's request.

There was further discussion and the Lead Legal Specialist and Monitoring Officer provided additional advice.

The Chairman then put the proposal of Councillor Bamford and the voting was as follows:

For the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Against the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Abstention:

There were none.

The Chairman declared that the motion was therefore lost.

In response to a request for clarification the Director of Strategy, Performance and Governance advised that in accordance with the advice from the Lead Legal Specialist and Monitoring Officer the Committees where a space was available were:

- PGA;
- Licensing Committee;
- O&S;
- I&D.

The Leader of the Council withdrew her earlier proposition and proposed that the DAG be allocated a seat on the O&S and Licensing Committee. Two points of order were



raised, the first because the Leader had already made a proposition and the second seeking clarification that the I&D did not sit in its entirety but was a pool of ten Members from which a Panel of five was drawn. In response the Lead Legal Specialist and Monitoring Officer provided some further clarification for the Council.

The Leader of the Council repeated her proposal that the DAG be allocated a seat on the O&S and Licensing Committees. This proposal was duly seconded. The Chairman then put this proposal of the Leader of the Council and the voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, R G Boyce, M R Edwards, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

Councillor M S Heard.

The motion was therefore agreed.

Councillor Helm advised that he wished to nominate himself to the O&S and Councillor R G Boyce to the Licensing Committee. The Director of Strategy, Performance and Governance advised that in accordance with the Council's Constitution Councillor Helm was unable to sit on O&S as he was already on the PGA. There followed a discussion regarding the allocation of DAG Members to the two Committees agreed. A number of points of order were raised and responded to during the discussion.

Councillor Mrs P A Channer reminded Members that the matter of Principle C had only been identified during the afternoon prior to this meeting. In response to a comment made regarding the process of allocating seats to the DAG she noted that the Leader of the DAG had submitted his allocations on time and the current discussions related to the late identification of seats to be allocated to the DAG in respect of Principle C. Councillor Mrs Channer asked that this be minuted.

In response to discussions and following agreement by the Leader of the DAG, the Chairman advised that Councillor Helm would be allocated a seat on S&R and PGA, Councillor Dewick a seat on O&S and Councillor Boyce a seat on O&S and Licensing.

The Leader of the Council then proposed that the remaining seat on PGA and I&D be allocated to Councillor K W Jarvis. This proposal was duly seconded. In accordance with Procedure Rule No. 13 (3) the Leader requested a recorded vote. This was duly seconded.

Councillor Bamford proposed that the remaining seat on PGA be allocated to Councillor Miss S White and the seat on I&D to Councillor C P Morley. This was duly seconded.

The Chairman advised that the allocation of the remaining seat on PGA and I&D would be voted on individually.

He first put the proposal in the name of the Leader for Councillor Jarvis to be allocated a seat on PGA. In accordance with the recorded vote requested, the voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

There were none.

The Chairman declared that Councillor Jarvis was therefore allocated a seat on the Performance, Governance and Audit Committee.

The Council then voted on the proposal in the name of the Leader of the Council, for Councillor Jarvis to be appointed a seat on I&D. In accordance with the recorded vote requested, the voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

There were none.

The Chairman declared that Councillor Jarvis was therefore allocated a seat on the Investigating and Disciplinary Panel.

At this point, Councillor Boyce reminded the Council of his earlier Point of Order and wish to raise a statute and referred to Regulation 16A of the Local Government (Committees and Political Groups) Regulations 1990 paragraph 4 and how this related to political balance of the Area Planning Committees. He explained that his understanding of this paragraph meant that the Council could have an Area Planning Committee (APC) which was not politically balanced provided that it was not greater than two fifths of the area of the district of the authority or more than two fifths of the population. Councillor Boyce sought clarification from the Lead Legal Specialist and Monitoring Officer as he felt the Council failed on both parts and he suggested that Section 17 of the Local Government and Housing Act 1989 applied. Following discussion and in response to Councillor Boyce, the Lead Legal Specialist and Monitoring Officer explained that if one of the APCs was beyond the two fifths

geographically, section 17 would apply and political balance provisions could be disappplied, if no member objected to the disapplication. The Officer explained that he did not know the geography of the District sufficiently to say whether the APCs were over the threshold. The Chairman advised that as it wasn't thought the geography had changed he would move on. Councillor Boyce advised that he would be voting against giving up political balance in APCs and asked that his vote against it be recorded.

## **17. ADJOURNMENT OF MEETING**

In response to a request for a break, the Chairman advised that he would be adjourning the meeting for ten minutes.

**RESOLVED** that the meeting be adjourned at 20:30 for ten minutes.

## **18. RESUMPTION OF MEETING**

**RESOLVED** that the meeting resumed in open session at 20:40.

## **19. APPOINTMENT OF MEMBERSHIP OF COMMITTEES CONTINUED**

Following the earlier debate on this item of business, the Chairman then put recommendations (i) and (ii) as set out in the report amended to include the allocations agreed earlier by the Council.

In accordance with Procedure Rule No. 13 (3) Councillor C Mayes requested a recorded vote. This was duly seconded.

The Chairman then put the vote and the voting was as follows:

### For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

### Against the recommendation:

Councillors E L Bamford, Miss A M Beale, R G Boyce, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A S Fluker, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

### Abstention:

There were none.

The Chairman declared that the recommendations were therefore agreed, with the exception of the Appointments Board as this could not be appointed until the Chairman and Vice-Chairman of Committees had been appointed.

## **RESOLVED**

- (i) That the Democratic Alliance Group be allocated a seat on the Overview & Scrutiny Committee and Licensing Committee;
- (ii) That Councillor K W Jarvis be allocated a seat on the Performance, Governance & Audit Committee and Investigating & Disciplinary Panel;
- (iii) that subject to (i) and (ii) above the allocation of seats on Committees as set out in Section 3.6 to the report be ratified;
- (iv) that with the exception of the Appointments Board, the nominations set out in **APPENDIX 1** to these Minutes be approved.

## **20. ADJOURNMENT OF MEETING**

**RESOLVED** that the meeting be adjourned at 20:47 to allow special meetings to be held as follows:

Performance, Governance and Audit Committee, Strategy and Resources Committee, Licensing Committee, Overview and Scrutiny Committee, Joint Standards Committee, Investigating and Disciplinary Committee, District Planning Committee, Central Area Planning Committee, North Western Area Planning Committee and South Eastern Area Planning Committee.

## **21. RESUMPTION OF BUSINESS**

**RESOLVED** that the business of the Annual Meeting of the Council be resumed at 20:52.

## **22. MEMBERSHIP OF THE OVERVIEW AND SCRUTINY COMMITTEE**

Prior to the special meeting of the Overview and Scrutiny Committee taking place it was noted that Councillor J V Keyes had been appointed to this Committee as well as the Performance, Governance and Audit Committee. According to the Council's Constitution this was not possible.

The Leader of the Council raised a Point of Order seeking clarification if the Membership of the Overview and Scrutiny Committee could be amended at this time. In response the Lead Legal Specialist and Monitoring Officer advised that to proceed would mean that the Council would be ultra vires and therefore Councillor E L Bamford (Leader of the Opposition) would need to amend her nominations even though the Council had already made a decision on the matter.

Councillor Bamford proposed that Councillor Keyes be replaced by Councillor Mrs J L Fleming.

Councillor Mrs P A Channer raised a Point of Order as to why a Council decision was required as Councillor Bamford could make a nomination. In response the Lead Legal

Specialist and Monitoring Officer clarified that the 1989 Act stated that the Council had to nominate in accordance with the Group Leader's wishes and therefore ratification of that was required.

The Chairman sought ratification of the change to the membership of the Overview and Scrutiny Committee as outlined by Councillor Bamford and this was duly agreed (by assent).

**RESOLVED** that Councillor Mrs J L Fleming replace Councillor J V Keyes on the Overview and Scrutiny Committee.

### **23. ADJOURNMENT OF THE MEETING**

**RESOLVED** that the meeting be adjourned to allow continuation of the special meetings to be held as follows:

Overview and Scrutiny Committee, Joint Standards Committee, Investigating and Disciplinary Committee, District Planning Committee, Central Area Planning Committee, North Western Area Planning Committee and South Eastern Area Planning Committee.

### **24. RESUMPTION OF BUSINESS**

**RESOLVED** that the annual meeting of the Council be resumed in open session at 21:15 to elect the Chairman of the Joint Standards Committee.

### **25. JOINT STANDARDS COMMITTEE CHAIRMAN**

The Chairman advised the Council that at the special meeting of the Committee two nominations for the position of Chairman of the Joint Standards Committee had been received. Following an equality of votes and in accordance with the Council's Constitution appointment of the Chairman of that Committee had to be made by the Council.

The Chairman called for nominations for Chairman of the Joint Standards Committee.

Councillor S P Nunn proposed that Councillor M G Bassenger be nominated for the position as Chairman of the Joint Standards Committee. This was duly seconded.

In response to two Points of Order raised the Lead Legal Specialist and Monitoring Officer advised Members on the procedure for the Council to elect a Chairman of a Committee and that a proposal was needed from the Council on which a vote would be taken. Once a Chairman had been appointed then the special meeting of the Joint Standards Committee would resume to appoint a Vice-Chairman. It was confirmed that a new proposal was required because the matter of appointment of the Chairman to the Joint Standards Committee was now a Council decision.

The Chairman put the proposal that Councillor Bassenger be appointed as Chairman of the Joint Standards Committee and upon a vote being taken this was agreed.

**RESOLVED** that Councillor M G Bassenger be appointed as Chairman of the Joint Standards Committee for the remainder of the Municipal Year.

## **26. ADJOURNMENT OF THE MEETING**

**RESOLVED** that the meeting be adjourned at 21:25 to allow the continuation of special meetings to be held as follows:

Joint Standards Committee, Investigating and Disciplinary Committee, Central Area Planning Committee, North Western Area Planning Committee, South Eastern Area Planning Committee and District Planning Committee.

## **27. RESUMPTION OF BUSINESS**

**RESOLVED** that the annual meeting of the Council be resumed in open session at 22:09.

## **28. APPOINTMENT TO MEMBERSHIP OF THE COMMITTEES CONTINUED**

The Chairman advised the Council that having appointed the Chairmen and Vice-Chairmen of Committees the Membership of the Appointments Board could now be confirmed.

The Director of Strategy, Performance and Governance advised that in accordance with the Council's Constitution and nominations received from the respective Group Leaders the Appointments Board would be made up of the following Members and therefore one Conservative Councillor required nomination onto the Board:

- Leader of the Council (Councillor W Stamp)
- Leader of the Opposition (Councillor E L Bamford)
- Chairman of the Performance, Governance and Audit Committee (Councillor J Stilts)
- Chairman of the Strategy and Resources Committee (Councillor R H Siddall)
- Councillor M W Helm (Democratic Alliance Group nomination).

Councillor Bamford nominated Councillor Mrs P A Channer and this was duly seconded. The appointment of Councillor Mrs Channer and the other Members detailed above to the Appointments Board was agreed by Assent.

**RESOLVED** that the following Members be appointed to the Appointments Board for the remainder of the Municipal Year.

- Leader of the Council (Councillor W Stamp);
- Leader of the Opposition (Councillor E L Bamford);
- Chairman of the Performance, Governance and Audit Committee (Councillor J Stilts);

- Chairman of the Strategy and Resources Committee (Councillor R H Siddall);
- Councillors Mrs P A Channer CC and M W Helm.

## **29. APPOINTMENT OF REPRESENTATIVES TO LOCAL GOVERNMENT AND OUTSIDE BODIES**

The Council considered the report of the Director of Strategy, Performance and Governance, circulated prior to the meeting, seeking Members' consideration of the appointment of representatives to serve on Local Government and Outside Bodies for the remainder of the municipal year.

The Leader of the Council presented the report, highlighting how she and the Opposition Leader had discussed the proposed appointments and agreed on all but four which were set out in the report. The Chairman advised that these therefore required nomination and appointment by the Council.

Councillor Mrs P A Channer raised concern regarding recommendation (iii) and advised that the Maldon and District Youth Strategy Group was an Essex County Council run Group to which a Member of this Council was appointed. She explained that Minutes from this Group were confidential and was concerned that this Council (through recommendation (iii)) was suggesting that the Minutes be shared with all Maldon District Council (MDC) Councillors.

Members discussed the four bodies to which the Council was asked to determine representatives. Both the Leader of the Council and Leader of Opposition outlined their nominations and reasons behind these.

### **Stow Maries Aerodrome Consultative Committee**

Members were advised that this had been set up to consult with neighbours and the benefit of having a Ward Member on this Committee was highlighted. Councillor C Swain advised in light of this he felt the representative should be Councillor Miss S White (a Ward Member) and not himself. It was therefore agreed, by assent, that the Council's representatives on the Stow Maries Aerodrome Consultative Committee would be Councillors S P Nunn and Miss S White.

### **Bradwell Local Community Liaison Council (LCLC)**

The Leader of the Council proposed that Councillors E L Bamford, K M H Lagan, C Mayes and N Skeens be appointed to the Bradwell LCLC. This proposal was duly seconded.

In accordance with Procedure Rule No. 13 (3) the Leader of the Council requested a recorded vote. This was duly seconded.

The Chairman then put the proposal that Councillors Bamford, Lagan, Mayes and Skeens be appointed to the Bradwell LCLC for the remainder of the municipal year. The voting was as follows:

#### For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp and Mrs J C Stilts.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

Councillor C Swain.

The Chairman declared that the proposal was therefore agreed.

**Local Area Highways Panel**

Councillor E L Bamford proposed that Councillor Mrs J L Fleming be appointed onto this Panel.

Councillor M F L Durham explained that he was the current Chairman of this Panel, as an Essex County Councillor and MDC appointed three representatives, one from each of the Area Planning Committees.

The Leader of the Council proposed that Councillors M R Edwards, R H Siddall and W Stamp be appointed to the Local Area Highways Panel. This proposal was duly seconded.

In accordance with Procedure Rule No. 13 (3) Councillor C Mayes requested a recorded vote.

The Chairman then put to the Council the proposal that Councillors Edwards, Sidall and Stamp be appointed to the Local Area Highways Panel for the remainder of the municipal year. The voting was as follows:

For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, M W Helm, A L Hull, J V Keyes, C P Morley, Mrs M E Thompson and Miss S White.

Abstention:

There were none.

The Chairman declared that the proposal was therefore agreed.

**Maldon and District Youth Strategy Group**

The Leader of the Council proposed that Councillor V J Bell be appointed to the Maldon and District Youth Strategy Group. The Leader referred to outstanding requested information regarding whether there was a time limit on this Group. The proposal was duly seconded.

In accordance with Procedure Rule No. 13 (3) Councillor C Mayes requested a recorded vote. This was duly seconded.



Councillor Mrs Channer, who was Chairman of this Group as a Member of Essex County Council (ECC), again expressed her earlier concern and explained how it was an ECC body and ECC commissioned the service, agreed the Terms of Reference, make-up etc.

A debate ensued. In response to questions raised regarding this body and whether the appointment to it was for a set period of time, the Lead Legal Specialist and Monitoring Officer suggested that appointment to the Maldon and District Youth Strategy Group be deferred to allow discussion between Officers and ECC. Councillor M F L Durham agreed with the deferment and advised he believed the Group to be one where a Member was appointed for a set period of time.

In response to the suggested deferment, Councillor Mrs Channer advised that she was happy to speak to the relevant bodies to see if they would consider two Members of Maldon District Council coming onto the Group. The Chairman thanked Councillor Channer for this.

It was duly agreed (by assent) that appointment to the Maldon and District Youth Strategy Group would be deferred pending further clarification.

Taking into consideration the appointments agreed above, the Leader of the Council proposed that the recommendations as set out in the report be agreed.

There was some discussion and concerns raised regarding recommendation (iii) and the Director of Strategy, Performance and Governance clarified where papers were not private and confidential and not subject to agreement by the relevant body it was proposed that they be made available for all Members.

Following further debate the Chairman put recommendations (i) and (ii) to the Council and these were agreed by assent. In respect of recommendation (iii) a vote was taken on this and duly agreed.

## **RESOLVED**

- (i) That the appointment of representatives to Local Government and Outside Bodies, as detailed in **APPENDIX 2** to these Minutes, with the exception of those Bodies detailed in (ii) and (iii) below, be agreed for the remainder of the Municipal Year;
- (ii) That the following appointments be agreed for the remainder of the Municipal Year:

Bradwell Local Community Liaison Council	Councillors E L Bamford, K M H Lagan, N Skeens and W Stamp
Local Area Highways Panel:	Councillors M R Edwards, R H Siddall and W Stamp
Stow Maries Aerodrome Consultative Committee.	Councillors S P Nunn and Miss S White

- (iii) That appointment to the Maldon and District Youth Strategy Group be deferred pending clarification on the term of this appointment;

- (iv) That Members appointed as representatives to Local Government and Outside Bodies are responsible for sharing minutes of meetings attended to be stored centrally on the Modern.Gov library as per the details in section 3.4 of the report;

Councillors M W Helm and Miss S White left the meeting during this item of business and did not return.

### **30. APPOINTMENT OF MEMBERS TO SERVE ON WORKING GROUPS OF THE COUNCIL**

The Council considered the report of the Director of Strategy, Performance and Governance, circulated prior to the meeting, seeking Members' agreement to appoint Members to serve on Working Groups of the Council for the municipal year.

The report detailed changes to Working Groups and the Chairman drew Members' attention to Working Groups where nominations from the Council were required. It was noted that the Council on 1 October had resolved to establish a new Working Group to review the remote meeting protocol, however Officers recommended that this be addressed through the Corporate Governance Working Group.

The Leader of the Council presented the report.

#### **Bradwell B Power Station Working Group**

The Leader of the Council proposed that Councillors E L Bamford, M G Bassenger, Mrs P A Channer, A L Hull, K M H Lagan, C Mayes and N G F Shaughnessy be appointed to the Bradwell B Power Station Working Group. This proposal was duly seconded.

In accordance with Procedure Rule No. 13 (3) the Leader of the Council requested a recorded vote. This was duly seconded.

Following further discussion, the Chairman then put the Leader of the Council's proposal to the Council. The voting was as follows:

#### For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

#### Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A L Hull, C P Morley and Mrs M E Thompson.

#### Abstention:

There were none.

The Chairman declared that this was therefore agreed.

### **Leisure Contract Task and Finish Working Group**

The Leader of the Council proposed that Councillor K V Jarvis be nominated to the Leisure Contract Task and Finish Working Group along with Councillors M F L Durham, Mrs J L Fleming, A L Hull, S P Nunn, W Stamp, Mrs J C Stilts and Miss S White. This proposal was duly seconded. In response to a question, Councillor Jarvis confirmed he was happy to sit on this Working Group.

In accordance with Procedure Rule No. 13 (3) Councillor E L Bamford requested a recorded vote.

The Chairman then put the Leader of the Council's proposal to the Council and in accordance with the request for a recorded vote, the voting was as follows:

#### For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

#### Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A L Hull, J V Keyes, C P Morley and Mrs M E Thompson.

#### Abstention:

There were none.

The Chairman declared that this was therefore agreed.

### **Corporate Governance Working Group**

In response to a query as to why this Group required appointing to as six Members were detailed, the Leader of the Council advised she wish to make an amendment and proposed that Councillors Mrs P A Channer, M F L Durham, K W Jarvis, R H Siddall, Mrs J C Stilts and Mrs M E Thompson be appointed to the Corporate Governance Working Group. This proposal was duly seconded.

In response to a question Councillor Jarvis confirmed that he was happy to sit on the Working Group.

In accordance with Procedure Rule No. 13 (3) Councillor C Mayes requested a recorded vote. This was duly seconded.

The Chairman then put the proposal of the Leader of the Council and the voting was as follows:

#### For the recommendation:

Councillors M G Bassenger, B S Beale, V Bell, M R Edwards, M S Heard, K W Jarvis, K M H Lagan, C Mayes, C Morris, S P Nunn, N G F Shaughnessy, R H Siddall, N J Skeens, W Stamp, Mrs J C Stilts and C Swain.

#### Against the recommendation:

Councillors E L Bamford, Miss A M Beale, Mrs P A Channer, M F L Durham, Mrs J L Fleming, A L Hull, J V Keyes, C P Morley and Mrs M E Thompson.

Abstention:

There were none.

The Chairman declared that this was therefore agreed.

The Chairman then referred to the recommendations as set out in the report and sought the Council's agreement of them.

In response to a question regarding the COVID-19 Reset and Recover Working Group, the Director of Strategy, Performance and Governance clarified that the Leader of the Council was not a named Member of this Working Group which consisted of six Members of the Council.

The Council then agreed (by assent) the recommendations as set out in the report.

**RESOLVED**

- (i) That the nominations provided for the Working Groups of the Council (as set out in **APPENDIX 3** to these Minutes), with the exception of those Working Groups detailed in (ii) below, be agreed for the remainder of the Municipal Year;
- (ii) That the following appointments be agreed for the remainder of the Municipal Year:

Bradwell B Power Station Working Group	Councillors E L Bamford, M G Bassenger, Mrs P A Channer CC, A L Hull, K M H Lagan, C Mayes and N G F Shaughnessy
Leisure Contract Task and Finish Working Group	Councillors M F L Durham CC, Mrs J L Fleming, H L Hull, K W Jarvis, S P Nunn, W Stamp, Mrs J C Stilts and Miss S White
Corporate Governance Working Group	Councillors Mrs P A Channer CC, M F L Durham CC, K W Jarvis, R H Siddall, Mrs J C Stilts and Mrs M E Thompson

**31. MEMBER TRAINING PLAN**

The Council considered the report of the Director of Strategy, Performance and Governance seeking confirmation of an annual training plan for Members.

It was noted that the recent Corporate Governance Audit had recommended that a formal Member training and development plan be identified. The report outlined work that had been undertaken to progress this, including a proposed training plan which was attached at Appendix A to the report. The training plan identified a number of items of training which Members were asked to consider as mandatory training.

The Chairman moved the recommendations as set out in the report and this was duly seconded.

A debate ensued, during which a number of Members commented and supported a Member training plan and the benefit of using external providers for some training was highlighted.

Councillor R H Siddall proposed that:

- Immediate training was provided for Chairmen and Vice-Chairmen to enable the new administration period to commence. That before the training commenced, training objectives will be specified to attendees.
- For all other modules, a detailed training plan be presented to the Strategy and Resources Committee. For each module, a course description is provided to Members with training objectives and outcomes clearly specified.
- That for Planning training and Overview and Scrutiny, where appropriate external providers are sought to provide independent expertise.

The proposal was discussed and in response to comments made Councillor Siddall amended his proposal requesting that the detailed training plan be presented to the Council and not the Strategy and Resources Committee. During the discussion the use of outside trainers was supported by some Members and other subject areas were highlighted, these included Standards and the Code of Conduct. It was noted that the Local Government Association also offered some beneficial training for Members.

The Leader of the Council then proposed that the amended motion put forward by Councillor Siddall be agreed. This proposal was duly seconded.

Following discussion regarding Standards training, it was agreed that where appropriate this should be delivered by external providers and the proposal was amended accordingly.

The Chairman then put the recommendations as set out in the report with the addition of those proposed by the Leader of the Council. These were duly agreed, by assent.

## **RESOLVED**

- (i) That the Member Training plan (attached as Appendix A to the report) be adopted;
- (ii) that those courses specifically highlighted as mandatory be approved, and where these requirements are not met / training is not attended, note that the Member will not be able to sit on Committees and Working Groups;
- (iii) That immediate training is provided for Chairman and Vice Chairman to enable the new administrative period to commence and before the training commences, training objectives will be specified to attendees;
- (iv) That for all other modules, a detailed training plan is presented to the Council and for each module, a course description is provided to Members with training objectives and outcomes clearly specified;
- (v) That for Standards and the mandatory Planning and Overview and Scrutiny training, where appropriate external providers are sought to provide independent expertise.

## 32. COVID-19 ECONOMIC RECOVERY - CAR PARKING

The Council considered the report of the Re-Set and Recovery Working Group (RRWG) seeking Members' support to reinstate free Christmas parking days in Maldon High Street Car Parks.

The Chairman drew Members' attention to an addendum which had been circulated prior to the meeting and provided additional information for consideration.

It was noted that the RRWG had been formed by the Council to oversee activities relating to the ongoing Government guidance and legislation relating to business activity during the COVID-19 pandemic. The report set out the work of RRWG and recommendations coming forward from the Working Group, these included:

- **Free 'Christmas' parking days**  
The RRWG were proposing that the three free days parking be reinstated, although for 2020 it was suggested that these be split into six half days. The addendum suggested that although the dates of these half days were detailed in the report in response to the recent National Lockdown that the Director of Service Delivery be given flexibility to change these, if necessary. It was noted that the free parking proposal would support retail shopping, hospitality and the evening economy.
- **Engagement with businesses on a change to evening charging period**  
The report outlined the informal discussions that had taken place with businesses and how these had outlined a desire to change the start time of evening charges from 6pm to 3pm. Officers were therefore seeking Members' agreement to consult on two different options, the first to change the evening charging period Monday to Friday and the second to change the charging period for just one afternoon a week. The costs associated with both options were set out in the report.

Appendix 1 to the report outlined the initial feedback received from the Maldon Business Board. It was noted that the Business Board had also requested that the Council consider an additional free parking day on 24 December 2020 (Christmas Eve).

The Director of Service Delivery presented the report, drawing attention to the addendum. This was followed by the Chairman of the RRWG, Councillor Mrs J L Fleming, who thanked Officers and Members of the Working Group and encouraged all Members to delay their Christmas shopping until December and to shop local.

Councillor S P Nunn proposed that the recommendations as set out in the report be agreed. This was duly seconded.

The Chairman put the proposal to the Council and this was duly agreed, by assent. However, Councillor C Morris requested that his dissent be recorded.

### **RESOLVED**

- (i) That delegated authority be reinstated for three free 'Christmas' parking days (or equivalent part days) in Maldon High Street Car Parks to the Director of Service Delivery in consultation with the Leader of the Council to support high street businesses;

- (ii) That the afternoon of Christmas Eve be added to the free parking dates in 2020 as requested by the Maldon Business Board;
- (iii) That Officers engage with businesses relating to a potential change to the start of the evening charging period to stimulate high street footfall and economic recovery;
- (iv) That the Reset and Recovery Working Group considers the results of the engagement before reporting with any recommendations to the Council for consideration related to changes to car park tariffs.

### **33. 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 item of business on the grounds that it involved 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.

### **34. LEISURE CONTRACT UPDATE**

The Council considered the report of the Leisure Contract Member Task and Finish Working Group (LCWG) seeking approval for the LCWG to continue to meet to review proposals, negotiations and to make further recommendations to the Council.

The Chairman drew Members' attention to the addendum circulated prior to the meeting which provided an update on circumstances and figures since the report was published.

It was noted that the Blackwater Leisure Centre and Dengie 100 opened on 10 August 2020. The LCWG had met to consider the legal advice and analyse & challenge the information provided by Places Leisure. The Minutes of this meeting along with figures provided were set out in Appendix A to the report.

Members were advised that there was a need for the LCWG to scrutinise the long-term options for the Leisure Centres and these options were set out in the report. It was therefore requested that support be continued up to 31 December 2020 and the LCWG would present further options to the Council at its meeting on 17 December 2020.

The Commercial Manager presented the report and outlined the recommendations set out within the report and the need for additional data to allow better analysis of the financial position.

The Leader of the Council moved that the recommendations as set out in the report be agreed. This was duly seconded.

A debate ensued, during which Members commented on the report and further information was provided by Officers.

The Leader of the Council thanked the Commercial Manager and this team for the work they had done, and the support given to the LCWG. She proposed that the recommendations be agreed. This was duly agreed by assent.

Councillor C Morris asked that it be recorded that he would abstain from voting.

**RESOLVED**

- (i) That the Council extends its provision of financial support to Places Leisure to 31 December 2020;
- (ii) That the Leisure Contract Member Task and Finish Working Group continues to meet to consider future variations to the leisure contract and provide further updates to meetings of the Council in relation to the long-term provisions of the contract;
- (iii) That the Leisure Contract Member Task and Finish Working Group reports back to the Council on 17 December 2020 with further recommendations.

There being no further items of business the Chairman closed the meeting at 0.17 am on Friday 6 November 2020.

**M S HEARD  
CHAIRMAN**



### MEMBERSHIP OF COMMITTEES FROM 5 NOVEMBER 2020

#### **Performance, Governance and Audit Committee (10 Members)**

Chairman: Councillor Mrs J C Stilts  
Vice-Chairman: Councillor K W Jarvis  
Councillors: Mrs P A Channer, CC  
M S Heard  
M W Helm  
A L Hull  
J V Keyes  
S P Nunn  
N G F Shaughnessy  
W Stamp

#### **Strategy and Resources Committee (11 Members)**

Chairman: Councillor R H Siddall  
Vice-Chairman: Councillor C Swain  
Councillors: Mrs P A Channer CC  
M F L Durham CC  
M R Edwards  
M W Helm  
K M H Lagan  
N Skeens  
W Stamp  
Mrs M E Thompson  
Miss S White

#### **Licensing Committee (10 Members)**

Chairman: Councillor R H Siddall  
Vice-Chairman: *Not appointed*  
Councillors: M G Bassenger  
B S Beale MBE  
R G Boyce MBE  
M F L Durham CC  
M W Helm  
A L Hull  
C Mayes  
Mrs J C Stilts  
Mrs M E Thompson

## MEMBERSHIP OF COMMITTEES FROM 5 NOVEMBER 2020

**Overview and Scrutiny Committee / Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee) (10 Members)**

Chairman: Councillor V J Bell  
 Vice-Chairman: Councillor B S Beale MBE  
 Councillors: E L Bamford  
 M G Bassenger  
 R G Boyce MBE  
 R P F Dewick  
 Mrs J L Fleming  
 C Mayes  
 C P Morley  
 C Morris

Please note: The above Membership had been amended from that originally agreed following a subsequent resolution by the Council please see Minutes for details.

**Joint Standards Committee (4 Members from each of the two political groups plus 2 Parish Councillors and an Independent Person)**

Chairman: Councillor M G Bassenger  
 Vice-Chairman: Councillor Mrs J L Fleming  
 Councillors: R G Boyce MBE  
 Mrs P A Channer CC  
 C Mayes  
 S P Nunn  
 R H Siddall  
 Mrs M E Thompson

*Parish Councillors (non-voting):  
 Councillor P Stilts and one vacancy*

*Independent Person (from a pool of 3)*

**Investigating and Disciplinary Committee (5 Members)**

Chairman: Councillor Mrs P A Channer CC  
 Vice-Chairman: E L Bamford  
 Councillors: M W Helm  
 C Mayes  
 R H Siddall

**MEMBERSHIP OF COMMITTEES FROM 5 NOVEMBER 2020**

**Investigating and Disciplinary Panel (5 Members)**

Minimum of five Members drawn from the following pool of ten, three of whom must not have served on the Investigating and Disciplinary Committee for the initial investigation:

Councillors V J Bell, Mrs J L Fleming, M S Heard, M W Helm, K W Jarvis,  
S P Nunn, W Stamp, C Swain, Mrs M E Thompson and Miss S White

That at least of two of the following Independent Persons shall also serve on the Panel:

Mr N Hodson  
Mr S Anthony  
*Reserve: Ms C Gosling*

**Appointments Board**

Leader of the Council\*  
Leader of the Opposition\*

\* or their deputies

Chairman or Vice-Chairman of the Strategy & Resources and  
Performance, Governance & Audit Committees

Councillors: Mrs P A Channer CC  
M W Helm

The Committee is to consist of five Members drawn from the above, politically balanced where possible. In accordance with Procedure Rule 16(8).

**District Planning Committee (31 Members)**

Chairman: Councillor M S Heard

Vice-Chairman: Councillor C Mayes

Councillors: All remaining Members of the Council (with the exception of Councillor  
A S Fluker)

**Central Area Planning Committee**

Chairman: Councillor M R Edwards

Vice-Chairman: Councillor Mrs J C Stilts

Councillors: Miss A M Beale  
M S Heard  
K M H Lagan  
C Mayes  
C Morris  
S P Nunn  
N G F Shaughnessy  
C Swain  
*One vacancy*

**MEMBERSHIP OF COMMITTEES FROM 5 NOVEMBER 2020****North Western Area Planning Committee**

Chairman: Councillor Mrs M E Thompson

Vice-Chairman: Councillor J V Keys

Councillors: E L Bamford  
M F L Durham, CC  
Mrs J L Fleming  
K W Jarvis  
C P Morley  
R H Siddall  
Miss S White

**South Eastern Area Planning Committee**

Chairman: Councillor N J Skeens

Vice-Chairman: Councillor V J Bell

Councillors: M G Bassenger  
B S Beale MBE  
R G Boyce MBE  
Mrs P A Channer, CC  
R P F Dewick  
M W Helm  
A L Hull  
W Stamp

**LOCAL GOVERNMENT BODIES  
AND OUTSIDE BODIES (NOVEMBER 2020 – MAY 2021)**

**LOCAL GOVERNMENT BODIES:**

<b>BODY</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVE FROM NOVEMBER 2020</b>
East of England Local Government Association	Head of Paid Service	Leader of the Council
Essex Local Government Association	Head of Paid Service	Leader of the Council
Local Government Association	Head of Paid Service	Leader of the Council

**OUTSIDE BODIES (not appointed by Maldon District Council but involve Members of the Council):**

<b>BODY</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVE FROM NOVEMBER 2020</b>
Essex Partnership Board (Mid Essex representative)	Head of Paid Service	Leader of the Council
Essex Leaders and Chief Executives Group	Director of Strategy, Performance and Governance	Leader of the Council

**OUTSIDE BODIES:**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM NOVEMBER 2020</b>
Blackwater Estuary Siltation Steering Group (p) – annual meeting	One Member of the Council- same Member as Harbour Improvement rep	River Bailiff / Lead Countryside and Coast Coordinator	Councillor K M H Lagan
Bradwell B Community Forum	Two Members of Council	Bradwell B project Manager	Councillors Mrs P A Channer CC and N J Skeens
Bradwell Local Community	Four Members of Council	Director of Strategy, Performance	Councillors E L Bamford,

**LOCAL GOVERNMENT BODIES  
AND OUTSIDE BODIES (NOVEMBER 2020 – MAY 2021)**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM NOVEMBER 2020</b>
Liaison Council		and Governance	K M H Lagan, C Mayes and N J Skeens
Brickhouse Farm Management Committee (c)	Two Members of Council	Customer, Community and Casework Manager	Councillors K M H Lagan and Mrs J C Stilts
British Red Cross Society – Essex County Branch	Chairman of the Council	Director of Strategy, Performance and Governance	Chairman on the Council
Drapers Farm Sports Club Committee	One Member of the Council	Lead Countryside and Coast Coordinator	Councillor C Morris  <i>Reserve: Councillor M R Edwards</i>
Essex Coastal Forum (p)	One Member of the Council  <i>Substitute: One Member of the Council</i>	Lead Countryside and Coast Coordinator	Councillor N J Skeens
Essex Countywide Traveller Unit Committee	One Member of the Council	Strategy, Policy and Communications Manager / Specialist – Local Plan	Councillor M F L Durham CC
Essex Climate Action Forum	One Member of the Strategy and Resources Committee	Lead Specialist- Community	Councillor C Swain
Essex Flood Partnership Board	One Member of the Council  <i>Substitute: One Member of the Council</i>	Lead Specialist- Community	Councillor S P Nunn
Essex Housing Policy Portfolio	One Member of the Council	Lead Specialist- Community	Chairman of the Strategy and Resources Committee
Essex Planning Policy Portfolio and Chairman's Group	Chairman of the Strategy and Resources Committee	Strategy, Policy and Communications Manager	Chairman of the Strategy and Resources Committee
Essex Waste Inter Authority	Chairman of the Performance,	Lead Specialist – Community /	Chairman of the Performance,

**LOCAL GOVERNMENT BODIES  
AND OUTSIDE BODIES (NOVEMBER 2020 – MAY 2021)**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM NOVEMBER 2020</b>
Agreement Member Working Group	Governance and Audit Committee  <i>Substitute: Vice-Chairman of the Performance, Governance and Audit Committee</i>	Specialist – Commissioning and Contracts (Waste)	Governance and Audit Committee  <i>Substitute: Vice-Chairman of the Performance, Governance and Audit Committee</i>
Essex Waste Member Partnership Board	Chairman of the Strategy and Resources Committee  <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>	Lead Specialist – Community / Specialist – Commissioning and Contracts (Waste)	Chairman of the Strategy and Committee  <i>Substitute: Vice-Chairman of the Strategy and Resources Committee</i>
Joint Bradwell Member Board (Council 29/10/18)  Rename on 20/07/20 Bradwell B Joint Local Authorities Group	Leader and Deputy Leader of the Council  *Chairman and Vice-Chairman of the Strategy and Resources Committee  <u>Please note:</u> The JMBB is currently reviewing its Terms of Reference and the above change (*) is subject to confirmation by the Board.	Director of Strategy, Performance and Governance	Leader and Deputy Leader of the Council  Chairman and Vice-Chairman of the Strategy and Resources Committee (subject to confirmation by the Joint Member Bradwell Board).
Livewell Partnership Group  (previously Strengthening Communities Task and Finish Working Group and combined with Livewell Partnership Group)	Six Members of the Council	Customer, Community and Casework Manager / Strategy Theme Lead – <u>Community</u>	Councillors E L Bamford, M G Bassenger, Mrs P A Channer CC, Mrs J C Stilts, C Swain and Miss S White
Local Area Highways Panel	Three Members of Council	Highways Liaison Officer Essex County Council	Councillors M R Edwards, R H Siddall and W Stamp

**LOCAL GOVERNMENT BODIES  
AND OUTSIDE BODIES (NOVEMBER 2020 – MAY 2021)**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM NOVEMBER 2020</b>
Local Government Association Coastal Issues Special Interest Group	One Member of the Council  <i>Substitute: One Member of the Council</i>	Lead Countryside and Coast Coordinator	Councillor N J Skeens
Local Government Flood Forum	One Member of the Council  <i>Substitute: One Member of the Council</i>	Lead Specialist – Community / Strategic Team Leader – Place	Councillor Miss S White
Maldon and District Youth Strategy Group	None	Strategy Theme Lead – Community	<i>Appointment deferred to allow Officers (and Councillor Mrs P A Channer) to consult with the Group and discuss the possibility of having two representatives from Maldon on the Group.</i>
Maldon Harbour Improvement Commissioners <i>This position is an appointment as a Commissioner for a minimum period of three years (appointment will continue even if Member leaves the Council)</i>	One Member of Council- same as Blackwater Estuary rep	River Bailiff / Lead Countryside and Coast Coordinator	Councillor K M H Lagan
Maldon High Street Focus Group (Council 16 July 2020)	Two Members of Council	Strategic Theme Lead – Place	Councillors C Mayes and S P Nunn



**LOCAL GOVERNMENT BODIES  
AND OUTSIDE BODIES (NOVEMBER 2020 – MAY 2021)**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM NOVEMBER 2020</b>
Maldon Locality Board	Leader of the Council Deputy Leader of the Council Leader of the Opposition (or representative) Chairmen (or Vice-Chairman) of the Performance, Governance & Audit and Strategy & Resources Committees	Corporate Leadership Team	Leader of the Council Deputy Leader of the Council Leader of the Opposition (or representative) Chairmen (or Vice-Chairman) of the Performance, Governance & Audit and Strategy & Resources Committees
Maldon Operational Group <i>(Previously Maldon Health Hub)</i>	Chairman of the Strategy and Resources Committee  One Member of Council	Director of Strategy, Performance and Governance	Chairman of the Strategy and Resources Committee  Councillor Mrs P A Channer CC
Plume Educational Trust <i>(Four yearly appointment)</i>	None		Councillor R H Siddall <i>(from June 2019 to June 2023)</i>  P G L Elliott <i>(from June 2017 to June 2021)</i>
Police and Crime Panel	One Member of Council  <i>Substitute: One Member of the Council</i>	Director of Service Delivery	Councillor M S Heard
Responsible Authorities Group (RAG) (Community Safety)	One Member of the Council  <i>Substitute: One Member of the Council</i>	Director of Service Delivery / Community Safety Partnership Manager	Councillor M S Heard
Sense of Place Board	Chairman of the Strategy and Resources Committee	Director of Strategy, Performance and Governance	Chairman of the Strategy and Resources Committee
South Essex Parking Partnership	One Member of the Council	Director of Service Delivery	Councillor C Mayes

**LOCAL GOVERNMENT BODIES  
AND OUTSIDE BODIES (NOVEMBER 2020 – MAY 2021)**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM NOVEMBER 2020</b>
– Joint Committee	<i>Substitute: One Member of the Council</i>		<i>Substitute: One Member of the Council (If use of substitute, must notify the Committee 30 minutes prior to the start of a meeting)</i>
Superfast Essex Steering Board	One Member of the Council	Director of Strategy, Performance and Governance	Chairman of the Strategy and Resources Committee
Southend Airport Consultative Committee	One Member of the Council	Strategic Team Leader – Prosperity	Councillor S P Nunn
Stow Maries Aerodrome Consultative Committee (Appointed 20/12/18)	Two Members of the Council		Councillors S P Nunn and Miss S White
The Thomas Plume Library Charitable Incorporated Organisation	None		Leader of the Council  <i>Substitute: Deputy Leader of the Council</i>
West Maldon Community Association Management Committee (c)	One Member of Council / Ward Member	Lead Community Engagement Co-ordinator	Councillor N G F Shaughnessy

## CORPORATE WORKING GROUPS:

BODY	TO BE APPOINTED / REQUIRED MEMBERSHIP	LEAD OFFICER	REPRESENTATIVES FROM 5 NOVEMBER 2020
Air Quality Management (Market Hill) Member Officer Working Group  (Council 12/09/19)	Eight members of Council	Strategy, Policy and Communications Manager	Councillors Mrs P A Channer CC, M R Edwards, Mrs J L Fleming, C Mayes, C P Morley, S P Nunn, N G F Shaughnessy and Miss S White
Alderman and Alderwoman Working Group (Amended by Council 21 November 2019)	Chairman of the Council Leader of the Council Leader of the Opposition  And three members of Council		Chairman of the Council Leader of the Council Leader of the Opposition  Councillors S P Nunn, N J Skeens and Miss S White
Asset Management Working Group	Leader and Deputy Leader of the Council  And six members of the Council	Director of Resources	Leader and Deputy Leader of the Council  Councillors E L Bamford, Mrs P A Channer CC, M R Edwards, Mrs J L Fleming, R H Siddall, and C Swain
Bradwell 'A' Care and Maintenance Working Group  (Council – 12/09/19)	Six members of the Council	Strategy, Policy and Communications Manager	Councillors A L Hull, J V Keyes, C Mayes, S P Nunn, N J Skeens and Miss S White
Bradwell 'B' Power Station Working Group  (Council – 12/09/19)	Leader and Deputy Leader of the Council  Chairman and Vice-Chairman of the Strategy and Resources Committee  And Seven members of the Council	Bradwell B Programme Lead	Leader and Deputy Leader of the Council  Chairman and Vice-Chairman of the Strategy and Resources Committee  Councillors E L Bamford, M G Bassenger, Mrs P A Channer CC, Mrs A L Hull, K M H Lagan, C Mayes and N G F Shaughnessy

**APPENDIX 3**

<b>BODY</b>	<b>TO BE APPOINTED / REQUIRED MEMBERSHIP</b>	<b>LEAD OFFICER</b>	<b>REPRESENTATIVES FROM 5 NOVEMBER 2020</b>
Corporate Governance Working Group	Leader of the Council Leader of the Opposition  And six members of Council	Head of Paid Service / Director of SPG	Leader of the Council Leader of the Opposition  Councillors Mrs P A Channer CC, M F L Durham CC, K W Jarvis, R H Siddall, Mrs J C Stilts and Mrs M E Thompson
Corporate Projects Member Task and Finish Working Group  <i>(Appointed by the Council on 8 September 2016)</i>	Six members of Council.	Director of Resources	Councillors M F L Durham CC, J V Keyes, C P Morley, R H Siddall, W Stamp and C Swain
COVID-19 Reset and Recovery Member Working Group	Six members of Council	Director of Strategy, Performance and Governance	Councillors E L Bamford, Mrs P A Channer CC, Mrs J L Fleming, C Mayes, R H Siddall and Mrs J C Stilts
Leisure Contract Task & Finish Working Group	Eight members of Council	Commercial Manager / Director of Service Delivery	Councillors M F L Durham CC, Mrs J L Fleming, A L Hull, K W Jarvis, S P Nunn, W Stamp, Mrs J C Stilts and Miss S White
Strategic Housing Board <i>(Council 16 February 2017 – Minute No, 991 refers)</i>	Six members of Council	Senior Specialist - Housing	Councillors E L Bamford, Mrs J L Fleming, J V Keyes, C Mayes, C Morris and C Swain
Strategies and Engagement Member Task and Finish Working Group <i>(Council – 16 May 2019)</i>	Six members of the Council	Strategy, Policy and Communications Manager	Councillors E L Bamford, Mrs P A Channer CC, S P Nunn, R H Siddall, W Stamp and Miss S White