



**REPORT of  
DIRECTOR OF LEGAL AND GOVERNANCE**

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**to  
COUNCIL  
11 DECEMBER 2025**

**SCHEDULE OF MEETINGS 2026 / 27**

**1. PURPOSE OF THE REPORT**

- 1.1 A draft Schedule of Meetings for the 2026 / 27 municipal year is presented for the Council's consideration.

**2. RECOMMENDATION**

That the Schedule of Meetings for the 2026 / 27 municipal year be approved as set out at **APPENDIX 1**.

**3. SUMMARY OF KEY ISSUES**

- 3.1 Since February 2019, Maldon District Council has been working to an agreed six weekly cycle.
- 3.2 The draft schedule options have been largely prepared in accordance with the above cycle. Please note that the Joint Standards, Licensing, Licensing Sub and Investigating & Disciplinary Committees and the Appointments Board, are not included as meetings of these are arranged as and when required.
- 3.3 The requirements and suggestions of the Senior Leadership Team and other lead Officers have been included within this schedule.
- 3.4 **Planning meetings**
- 3.4.1 At its meeting on 13 November 2025, the Performance, Governance and Audit Committee (PGA) considered a report from the PGA Working Group which sought review of the Council's planning committee arrangements in light of the Planning Infrastructure Bill.
- 3.4.2 PGA agreed that no changes be made to the Council's Governance arrangements in respect of Area or District Planning Committees.
- 3.5 **Area Planning Committee meetings** – so far as possible, the Area Planning Committees are on a four-weekly cycle and held on consecutive weeks.
- 3.6 **District Planning Committee meetings** – This schedule includes provision for meetings of the District Planning Committee to meet the requirement to determine applications of 'development of strategic and major interest'. It should be noted that these meetings are provisional dates, and confirmation will be provided nearer the meeting date.

- 3.7 **Overview and Scrutiny Committee meetings** – As previously requested by the Overview and Scrutiny Committee Working Group, this schedule includes provision for meetings of the Overview and Scrutiny Committee. These meetings are provisional dates, and confirmation will be provided nearer the time.
- 3.8 **Recess** – With the exception of Planning Committees, there is a four-week recess in August, a three-week recess Christmas and two weeks at Easter. These recesses have been planned to fall during school holiday dates as advertised by Essex County Council.

#### 4. CONCLUSION

- 4.1 It is considered that the schedule option attached as **APPENDIX 1** represents a framework for meetings of the Council and its Committees.

#### 5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

- 5.1 An efficient and effective committee structure supports the Council's priorities as set out in the Corporate Plan 2025 – 28.

#### 6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk (including Fraud implications)** – None.
- (iv) **Impact on Resources (financial)** – None.
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on Devolution / Local Government Reorganisation** - None.

Background Papers: None.

Enquiries to: Emma Holmes, Director of Legal and Governance