PRESENT

Chairman Councillor R Pratt
Vice-Chairman Councillor Mrs B D Harker
Councillors Miss A M Beale, A T Cain, I E Dobson, M F L Durham, M S Heard, Miss M R Lewis, N R Pudney and Miss S White
Ex-Officio Non-Voting Member Councillor B S Beale MBE

710. CHAIRMAN'S NOTICES

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

711. APOLOGIES FOR ABSENCE

There were none.

712. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 11 October 2016 be approved and confirmed.

At the request of the Chairman the Committee agreed to move Agenda Item 11 – Proposed Flood Alleviation Scheme at Brickhouse Farm, Maldon and Agenda Item 12 Community Flood Grant Applications and Project Management of the Scheme and consider them following Agenda Item 6 – Chairman’s Good News Announcements.

713. DISCLOSURE OF INTEREST

Councillor A T Cain disclosed a non-pecuniary interest in Agenda Item 11 – Proposed Flood Alleviation Scheme at Brickhouse Farm, Maldon as his house backed onto the proposed scheme.
714. **PUBLIC PARTICIPATION**

Mr Tom Kelly of Iona, 2 Midguard Way, Maldon addressed the Committee in relation to Agenda Item 13 – Revenue Budget and Fees and Charges. The Chairman thanked Mr Kelly for providing the Council with details of his question prior to the meeting. He advised that a response would be sent by email to Mr Kelly.

Ms Rosalind Oakley of 4 Bower Garden, Maldon addressed the Committee in relation to Agenda Item 13 – 2017 / 18 Revenue Budget and Fees and Charges.

715. **CHAIRMAN’S GOOD NEWS ANNOUNCEMENTS**

The Chairman referred to the following items of good news:

- The Council with assistance from its leisure provider Places for People had hosted the Maldon District Sports Awards on 30 October.
- The Council’s Working Well Initiative ‘Mind, Body and Sole’ had been nominated for the Active Workplace of the Year at the Active Essex awards.
- The fifth Saltmarsh 75 would be taking place on 7 and 8 October 2017.
- Working in partnership with the Planning and Licensing Committee - the Council had had two successful prosecutions for speeding jet skis in the Blackwater river and there is one case pending. The Chairman made reference to the excellent job that the Community Protection Team were doing with their new jets skis, in catching offenders and ensuring the river is a safe place to use boats and have fun. This, he advised, also sent out a strong message that dangerous behaviour in the Blackwater would not be tolerated.

716. **PROPOSED FLOOD ALLEVIATION SCHEME AT BRICKHOUSE FARM, MALDON**

The Committee considered the report of the Director of Planning and Regulatory Services providing an overview of the flood alleviation scheme proposed in Brickhouse Farm, Maldon. The report also sought approval, in principle, for the scheme to be constructed on Council owned land.

An addendum to the report was circulated at the meeting.

It was noted that this report had been considered by the Planning and Licensing Committee at its meeting on 17 November 2016 and they had agreed the recommendations as set out in the report.

It was noted that detailed studies and option appraisals following the Maldon and Heybridge Surface Water Management Plan had identified a viable scheme to mitigate flood risk in central Maldon. The proposed scheme as set out in the report would protect over 200 properties currently at risk of surface water flowing. The proposed scheme would be fully funded by the Environment Agency and Essex County Council with this Council providing the land at Brickhouse Farm and undertaking future maintenance.
The Committee received a presentation from Mr David Chapman, Delivery Enforcement Manager at Essex County Council which outlined the proposed option 1 (as set out in the report) and the effect its implementation would have on the properties at risk of surface water flooding.

In response to a question, Mr Chapman explained that the proposed attenuation pond would be empty most of the time with the retention of water being for no greater than 48 hours.

Some Members made reference to a recent flood alleviation scheme completed at Wagtail Drive and particular concern was raised regarding how this had been finished. In response, Mr Chapman informed Members that this scheme had been finished in March and with the dry summer needed a little while for the topsoil seeding to fill out.

A debate ensued and a number of concerns were raised regarding the proposed scheme which included relocation of the allotments. In response to a question regarding looking at an alternative site for the project and a suggested alternative site, Mr Chapman advised that the area of land suggested had been investigated but the levels did not permit its use as storage. Mr Champan emphasised that this was only an outline stage, with nothing finalised and both the Town and District Councils would be involved when it came to a decision stage. Members were informed that there would not be any reduction in the number of allotments as part of the relocation suggested.

Councillor M S Heard declared an interest as he was a Town Councillor.

In response to questions regarding the cost to the Council, the Director of Customers and Community advised that there was no additional costs to the Council and outlined the maintenance that would be required which Council was already carrying out.

Further debate ensued and a number of comments were raised regarding the length of time it took to establish allotments, allotment rental fees received and possible compensation. Mr Chapman explained that the proposal did not include compensation but if there was loss of reduction in profit etc., it was a function of Essex County Council to pay a compensation event. He advised ECC were happy to be involved in any consultation with allotment holders as and when this was required and would provide supporter where they could.

The Chairman reminded Members that the report sought to agree the strategy in principle and more details would come at a later stage. The importance to prevent flooding of properties was also highlighted.

Following further queries, Mr Chapman explained how there were three options for managing the water – diverting it, attenuation or increased drainage at Limebrook Way. Having explored all options it was determined that attenuation was the most cost effective option. It was also noted that four possible locations had been investigated to relieve flooding in this area but the other three locations did not provide as much benefit to the area as this proposed scheme.

The Chairman then put the recommendation as set out in the report to the Committee. Following a lengthy discussion the Committee agreed that recommendation (i) as set out in the report be agreed. Recommendation (ii) was not agreed and the Committee agreed to ask that Essex County Council look at further designs and detail for an alternative
flood alleviation scheme and this be brought back to a future meeting of the Committee. Members were advised that as this Committee’s decision was different to that of the Planning and Licensing Committee that the matter would have to be referred to the Council for final decision.

RESOLVED

(i) that the proposal and the flood alleviation benefits of the scheme, be noted;

(ii) that the principle of a flood alleviation scheme and the subsequent proposal to develop the scheme within the Council’s land at Brickhouse Farm, Maldon, be supported;

(iii) that a detailed scheme for this or an alternative site be brought back to a future meeting of the Committee for consideration and approval.

717. COMMUNITY FLOOD GRANT APPLICATIONS AND PROJECT MANAGEMENT OF THE SCHEME

The Committee considered the report of the Director of Planning and Regulatory Services providing an overview of the Essex County Council (ECC) Community Improvement Grant and the delivery of grant funded flood alleviation projects in the Maldon District.

It was noted that this report had been considered by the Planning and Licensing Committee at its meeting on 17 November where the recommendations as set out in the report were agreed.

The ECC Improvement Grant offered external funding opportunities to deliver the key corporate goal in relation to flood risk management. Members were advised that two Parish Council schemes had been approved and further individual schemes identified.

In response to a question regarding legal, Members were advised that Essex County Council had drawn up a legal agreement which was currently with the Maldon District Council Legal Team.

RESOLVED

(i) that the flood alleviation opportunities afforded by the Essex County Council Community Improvement Grant be noted;

(ii) that subject to a proper legal arrangement being put in place, Maldon District Council Officers project manage current and future smaller flood alleviation schemes funded by the Grant.

718. COMMUNITY PROTECTION OFFICER TEAM

The Committee received a presentation from the Community Protection Team Leader regarding the Community Protection Officer Team.
In particular, the presentation highlighted:

- The Community Protection Team (CPT) encompassed Rangers, Street Scene Enforcement, car parking and the dog warden. All Members of the team were undertaking training to become multi-skilled.
- The Team worked for six Parish Councils and both Town Councils.
- Connections and communications with Essex Police had been strengthened.
- The work the team did as part of the Park Watch Scheme. Particular reference was made to the work undertaken with young persons and an event ‘Monday night just play football’ which had been set up.
- The CPT had also been asked to assist the Police with Trucam (a video evidence system for speeding and tailgating drivers). Members were advised that the Maldon CPT was the first in the County, if not the country to have been asked. All officers will have received training by the end of February 2017.

Councillor M S Heard declared a non-pecuniary interest in this item of business as he was an employee of Essex Police.

Reference was made to speed watch which was supported by a number of local Parishes, although some Members reported problems Parishes were facing as there was a minimum number of people in order to carry out the checks.

In response to a question, the Director of Customers and Community reminded Members that the CPT was based within the Community, looking after Council assets etc. and had a different role to that of the Police. The CPT did feed information to the Police who took action, where appropriate. The Director referred to the half yearly police performance figures and advised that the Overview and Scrutiny Committee (meeting as the Crime and Disorder Committee) had met with the Deputy Police Crime Commissioner and the Police Crime Commissioner would be invited to a future meeting.

In response to a question, the Director of Customers and Community confirmed that the Trucam service would be offered to all Parish Councils.

The Committee asked that its thanks be formally recorded to the Community Protection Team for the excellent work they did.

719. HALF YEARLY REVIEW OF PERFORMANCE

The Committee considered the report of the Chief Executive supplying Members with details of performance against targets set for 2016 / 17 and to ensure that progress was being achieved towards the corporate goals and the outcomes detailed in the Corporate Plan 2015 – 19 adopted by the Council in February 2015.

Appendix 1 to the report detailed for each of the corporate goals, with the activities aligned to this Committee highlighted. The proposed Key Corporate Activities (KCAs) 2017 / 18 were attached at Appendix 2 for Members’ endorsement.

The Director of Customers and Community provided an update in respect of missed waste collections, advising that as of the previous week the figure was down to an
average of 12 a day and an improving situation. It was requested that this improvement be circulated to the press so that they were aware of the current missed collection rate and in response Members were advised that the Council’s Communications Officer had spoken to the press.

In response to a question regarding healthcare facilities in Maldon and a consultation in January, the Director of Customers and Community Advised that he did not have that information but would seek to provide it to all Members outside of the meeting.

The Group Manager (Leisure, Countryside and Tourism) showed a short video regarding Saltmarsh 75 at this time and advised Members that a link to it would shortly be available on the Council’s website.

RESOLVED

(i) that Members comments and the report and Appendix 1 to the report, be noted;

(ii) that the proposed Key Corporate Activities for 2016 / 17, be endorsed.

720. MEETING THE NEED FOR AFFORDABLE HOUSING

The Committee considered the report of the Director of Planning and Regulatory Services informing Members of progress in meeting the housing need of older people and proposing actions to ensure that the Council made best use of opportunities for meeting the need for ‘extra-care’ housing in the District.

It was noted that the Planning and Licensing Committee had considered this report at its meeting on 17 November 2016 and agreed the recommendations set out in the report but wished to appoint three Councillors, namely H M Bass, R G Boyce MBE CC and Miss M R Lewis to the Working Group.

The report provided background information regarding the growing need for supported housing to meet the need of some of the most vulnerable older people in the District, in particular housing that can provide a preventative option to reduce the need for residential case (nursing homes) and reduce hospital admissions and discharge.

The report suggested that a Member Working Group be established to look at the options which may exist, policy implications and overall feasibility. The Working Group would report back to this Committee for it to endorse the most suitable options and give greater certainty to continued progress.

Following a brief discussion it was agreed that the Chairman and Vice-Chairman of this Committee and Councillor M F L Durham would represent this Committee on the Member Task and Finish Working Group regarding the provision of Independent Living (extra care) schemes in the District.

RESOLVED that a short-life Member Task and Finish Group be set up comprising Councillors M F L Durham, Mrs B D Harker (Vice-Chairman) and R Pratt (Chairman) from this Committee and Councillors H M Bass, R G Boyce MBE CC and Miss M R Lewis from the Planning and Licensing Committee to work with officers coordinating
and assessing site options for the provision of at least two Independent Living (extra care) schemes in the District.

721. PROGRESS ON THE OLDER PEOPLE'S HOUSING STRATEGY AND ACTION PLAN

The Committee received the report of the Director of Planning and Regulatory Services informing Members of the progress of the Older People’s Housing Strategy Action Plan (attached as Appendix 1 to the report).

The report provided background information regarding the Strategy and Members were advised how there had been changes to national housing policy since the strategy was completed. Areas of progress were also highlighted.

It was noted that the current Strategy had achieved some of the challenging strategic objectives but delivery of new homes and the expansion of services to meet housing-related need was facing new challenges which had to be taken into account.

In response to questions, the Strategic Housing Manager advised that due to additional funding from the Government the Council was looking to do as much as it could to assist older persons and Officers were continuing to streamline services. The Officer also provided additional information regarding the recovery of costs and work being done to assist those residents who were asset rich and cash poor.

RESOLVED that the progress and outcomes of the Older People’s Housing Strategy and the proposal for consultation with partners to inform the new housing strategy for 2017 – 2020, be noted.

722. 2017 / 18 REVENUE BUDGET AND FEES AND CHARGES

The Committee considered the report of the Interim Director of Resources requesting Members consider the revenue growth, savings and fees and charges proposals put forward by Officers prior to the approval of the 2017 / 18 budget and medium term financial strategy in January 2017.

The report detailed that when the Medium Term Financial Strategy (MTFS) was approved by Council in February it was estimated that savings of £620,000 would be required to close the budget gap in 2017 / 18 and further savings of £453,000 and £305,000 were required in each of the subsequent two years respectively, bringing a total savings requirement of £1,378,000 by the end of 2019 / 20 to achieve a balanced budget.

Appendix A to the report set out the budget growth proposals which had been discussed at the Budget Seminar on 18 October along with Savings and Income generation proposals (Appendix B).

Appendix C to the report showed the fees and charges policy for the approval of the Committee.
The report further explained that it was essential for Members to consider the proposals set out in order to allow sufficient time for it to be built into the 2017 / 18 budget setting process.

Councillor I E Dobson declared a non-pecuniary interest in this item of business as he was the Chairman of Governors at a local primary school.

The Committee discussed current arrangements for issuing and charging schools for car parking permits. The Director of Customers and Community highlighted a number of issues that had occurred with users of the scheme and the need to regulate control of them. Councillor Dobson proposed that ‘Charging Schools for parking permits’ (as detailed in Appendix B savings / income generation proposals) should be removed from the 2017 / 18 budget and this included the existing informal arrangements. This proposal was duly seconded. The Chairman informed the Committee that this would have to be a recommendation to the Finance and Corporate Services Committee. Following further discussion the Chairman put the proposal and upon a vote being taken this was agreed.

**RESOLVED**

(i) that the Finance and Corporate Services Committee be recommended:

- to remove ‘Charging Schools for parking permits’ (as detailed in Appendix B savings / income generation proposals) from the 2017 / 18 budget;

- to include for consideration in the 2017 / 18 budget, the revenue growth items **APPENDIX A**, savings / income generation proposals **APPENDIX B** (as amended above) and the projects to be funded by the Repairs and Renewals Reserve set out below;

<table>
<thead>
<tr>
<th>Description</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lift and relay the collapsed paving around the sports pavilion</td>
<td>5,200</td>
</tr>
<tr>
<td>Replace corroded gabion baskets to ends of platform in the boating lake</td>
<td>2,500</td>
</tr>
<tr>
<td>Replace picnic tables – Various Sites Public Open Spaces</td>
<td>6,000</td>
</tr>
<tr>
<td>Oak Tree Meadow Replace the bridges linking the play elements</td>
<td>3,000</td>
</tr>
<tr>
<td>Replacing surface of the BMX track at Promenade Park</td>
<td>10,000</td>
</tr>
<tr>
<td>Lift and relay block paving adjacent to Kiosk 1 prom park</td>
<td>5,000</td>
</tr>
<tr>
<td>Replacement flooring, Riverside Park Youth Shelter</td>
<td>4,500</td>
</tr>
<tr>
<td>Repairs to MUGA rebound fencing</td>
<td>1,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>37,700</strong></td>
</tr>
</tbody>
</table>

- to adopt the updated fees and charges policy areas within the purview of the Community Services Committee outlined in **APPENDIX C** for 2017 / 18.
723. CAPITAL PROJECT BIDS 2017 / 18

The Committee considered the report of the Director of Resources requesting Members consideration of the capital project bids put forward by Officers, prior to the approval of the 2017 / 18 to 2019 / 20 capital programme in January 2017.

The report provided background into how, as in previous years, the Council’s capital programme needed to reflect the goals set out in the 2015 – 19 Corporate Plan. It further detailed that the 2017 / 18 programme had been categorised into three main groups of Essential (E), Service Failure (SF) and Service Improvement (SI). The Essential projects for 2017 / 18 were listed in the report and Appendix B showed the details of each of the projects that are relevant to the Community Services Committee.

RESOLVED

(i) that the contents of the report be noted;

(ii) that the Finance and Corporate Services Committee be recommended to approve the project bids set out in APPENDIX A to this report for consideration in the 2017 / 18 capital programme.

Councillor Miss S White left the meeting during this item of business and did not return.

724. BRITISH TELECOMS PUBLIC PAYPHONE REMOVAL CONSULTATION

The Committee considered the report of the Director of Customers and Community advising Members of a letter from the Payphone Planning Officer at British Telecom PLC (BT) informing the Council of a consultation that had begun regarding the current programme of intended public payphone removals. The consultation was due to end on 8 January 2017.

BT were proposing to remove 26 public payphones in the District under the 90 day consultation process and Appendix 1 to the report detailed these.

It was noted that Ward Member, Parishes and the general public would have the opportunity to comment on the consultation as part of the consultation process.

The Director of Customers and Community advised that feedback had been received from Althorne Caravan Park, from a safety point of view, supported retention of the telephone box there.

Comments were raised from Members regarding how the light omitted from phone boxes was felt by some residents to provide extra safety and the possibility of the phone boxes being used as Wi-Fi access points. In response, the Director of Customers and Community advised he would pass these comments to BT.

RESOLVED that following receipt of information from consultees, the Director of Customers and Community be authorised, in consultation with the Chairman or Vice-Chairman of the Community Services Committee, to complete on behalf of the Council
the consultation templates and response to the British Telecoms consultation on public payphones by 8 January 2017.

725. MEMORIALS IN COUNCIL OWNED OPEN SPACES

The Committee considered the report of the Director of Customers and Community seeking agreement of a policy for the control and installation of memorials and commemorations in all Council owned Open Spaces including Cemeteries.

A new policy regarding memorials in open spaces was proposed to provide guidance for Officers and the public for memorial bench and tree placement in Maldon District Council owned open spaces. This policy, if approved, would be used in conjunction with plans and set limitations to memorial numbers to ensure that they were appropriate to both site and setting.

Supplementary information circulated at the meeting included the draft Policy for the control and installation of memorials and commemorations in Council owned spaces. The Group Manager (Leisure, Countryside and Tourism) apologised that this information had not been circulated sooner and sought Members’ views as to whether they were happy to debate the policy or would prefer it brought back to the next meeting of the Committee.

In response to comments, the Group Manager (Leisure, Countryside and Tourism) outlined the purpose of the policy and provided Members with additional information. The Chairman felt that as this was a contentious subject he would like more time to go through the policy before debating it and outlined some of his initial concerns. Following further discussion, it was agreed that this item of business would be deferred to a future meeting of the Committee.

RESOLVED that consideration of the draft Policy for the control and installation of memorials and commemorations in Council owned spaces would be deferred to a future meeting of this Committee.

Councillor A T Cain left the meeting during this item of business and did not return.

726. PROMENADE PARK SPORTS PITCHES - MALDON SAINTS YOUTH FOOTBALL CLUB

The Committee considered the report of the Director of Customers and Community seeking Members’ agreement to a trial arrangement to allow the Maldon Saints Youth Football Club (MSYFC) to operate the sports pitches and changing facilities at the Promenade Park, Maldon.

The report outlined a proposal from MSYFC to take on some additional responsibilities where they believed they could add value over and above the current service provided by the Council. Income received through booking fees would be maintained at the current level and through an income share arrangement could be increased over time. MSYFC had indicated that it would be prepared to make a modest financial contribution in recognition of the benefits the agreement would give to it.
The Council’s interests would be protected by a formal agreement with MSYFC during the trial period, which was suggested to be two years with a review towards the end of the agreed term.

In response to a comment raised regarding the Council maintaining an agreed level of service, the Director of Customers and Community advised that he would take that comment back to the relevant Officer and confirmed that all parties involved would be aware of service standards expected.

**RECOMMENDED** Maldon Saints Youth Football Club is allowed to operate the sports pitches and changing facilities at the Promenade Park, Maldon and that the Director of Customers and Community be authorised in consultation with the Chairman of the Community Services Committee to enter into a suitable trial arrangement for a period of two years.

There being no further items of business the Chairman closed the meeting at 10.13 pm

R PRATT
CHAIRMAN

(a)
(b)