

11 Emson Close
Saffron Walden
Essex, CB10 1HL

T: (01799) 516501
T: (01799) 516502
F: (01799) 516503



SAFFRON WALDEN
TOWN COUNCIL

To: The Mayor and Members of Saffron Walden Town Council

Summons & Agenda

You are summoned to attend a MEETING of SAFFRON WALDEN TOWN COUNCIL to be held in the COUNCIL CHAMBER of the TOWN HALL, Market Square, Saffron Walden, CB10 1HR on **Monday 10th February 2020** commencing at 7.30pm to transact the business as set out in the agenda below.

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.saffronwalden.gov.uk. For background papers in relation to this meeting please contact enquiries@saffronwalden.gov.uk or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting. If at the meeting, please approach the Officer present to make yourself known.

Facilities for people with disabilities

The Council Offices has facilities for wheelchair users, including lifts and toilets.

Fire/emergency evacuation procedure

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

For information about this meeting please contact the Town Council:

Telephone: 01799 516501

Email: enquiries@saffronwalden.gov.uk

General Enquiries – Saffron Walden Town Council Offices, 11 Emson Close, Saffron Walden, CB10 1HL, Website: www.saffronwalden.gov.uk

Recording of meetings

Most Council and Committee meetings are recorded by the Town Council with the recording being uploaded to a publicly accessible website. If you address the Council or Committee and do not wish to be recorded, please make this known to a Council Officer in advance of the meeting.

General Data Protection Regulations (GDPR) 2018:

For details of the Town Council's Privacy Notice, please visit our website: <http://saffronwalden.gov.uk/policies/>



Lisa Courtney, Town Clerk

4th February 2020

1	Apologies for absence To receive apologies and consider requests for approved absence
2	To receive any Declarations of Interest Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	Public Speaking Time For the public or press to ask questions of the Council on matters relating to the agenda.
4	County Councillor Update To receive a written or verbal update and report from Cllr Moran. Cllr Moran is requested to respond to the following matters (extract from January 2020 draft Full Council meeting, shown in italics): <i>(a) Audley End Road – proposed speed reduction to 40mph SWTC supports the speed reduction, further querying why this could not be reduced to 20 or 30mph, whatever may be a more appropriate speed. Cllr Moran advised that the minimum speed limit for Audley Road could be 40mph according to national legislation and further governed by the width of the road and neighbouring properties.</i>

Post meeting note: Subsequent to the meeting, Council is advised that DfT guidelines "Setting Local Speed Limit" (2013), paragraph 4 notes "These national limits are not, however, appropriate for all roads. The speed limit regime enables traffic authorities to set local speed limits in situations where local needs and conditions suggest a speed limit which is different from the respective national speed limit."

It is therefore noted that Essex County Council may itself determine the most appropriate speed limit for Audley Road which is not required to be 60mph (currently) or 40mph (as proposed by ECC). This matter to be progressed further with Cllr Moran.

*(b) Audley End Road – rut/ridge by Audley End House/Miniature Railway
Cllr Moran advised that remedial works are due to take place last week of February with operating hours from 09:00 to 14:30 hours, avoiding peak travel hours.*

*(c) Little Walden Road – bridge and speed reduction
These works have been approved by the LHP and are on track for delivery.*

*(d) Debden Road – pedestrian crossing
Cllr Moran noted that further investigative works were required to ascertain the best solution for pedestrian access/crossing, noting that a site visit would be appropriate. Cllr Moran advised he would set up a site meeting and advise Councillors of same.*

*(e) High Street Paving
Cllr Moran noted that the project has been submitted to ECC Cabinet for progression; he will progress and advise SWTC of proposed work dates*

*(f) Debden Road – Flooding
Parts of Debden Road have historically been prone to flooding. Cllr Freeman requested an on-site meeting to further discuss and agree remedial action. Cllr Moran agreed to arrange this and will advise Council further.*

*(g) Ashdon Road – Zebra Crossing
Cllr Moran advised that the scheme is at the design stage and undertook to keep the Town Council informed of progress.*

*(h) SWTC proposals for Church Street / Museum Street
Noted that Cllrs Moran, Eke and Gadd are to meet on site to progress any proposals or schemes to improve pedestrian access/crossing and improve traffic flow*

*(i) SWTC proposals for cycling initiatives and schemes in SW
Cllr Moran further noted the ECC policy that cycling lanes must be 3m wide. This policy was challenged by Council, noting that there was no apparent written policy or statement from ECC to that effect. Councillors further noted that other authorities / areas had narrower cycle lanes (Cambridge was specifically cited), which worked effectively. Agreed that Cllrs Moran, Eke and Gadd are to meet on site to discuss further*

*(j) Highway Meetings
It was noted that the next highway meeting between ECC, UDC and SWTC would take place in February 2020, date tbc.*

5	<p>Mayor's Communications</p> <p>To receive a written and/or verbal update from the Mayor.</p>
6	<p>To verify the Minutes of the Town Council meeting as follows:</p> <p>Full Council 13th January 2020</p>
7	<p>To receive Minutes from Committee meetings as follows:</p> <p>To receive the minutes from the following Committee meetings. To note that these minutes are received for information purposes only as the relevant Committees are those which approve the minutes for accuracy.</p> <ul style="list-style-type: none"> • Planning and Road Traffic 9th January 2020 (approved minutes) • Planning and Road Traffic 23rd January 2020 (draft minutes) • Finance and Establishment 20th January 2020 (draft minutes) • Assets and Services 27th January 2020 (draft minutes)
8	<p>Mayoral Selection from May 2020 - Future arrangements for the nomination and election of Town Mayor</p> <p>To consider future arrangements for the nomination and election of the Town Mayor</p>
9	<p>Service Level Agreement (SLA) for the SWTC Funded PCSO</p> <p>To receive and consider approval of the SLA covering the SWTC funded PCSO post, details as attached</p>
10	<p>Sure Start Services</p> <p>To receive a verbal update from Cllr A Coote, Town Mayor regarding progression of the Town Council's priority to reinstate Sure Start services in Saffron Walden.</p>
11	<p>Initiative to Address Dog fouling in Saffron Walden</p> <p>To receive a verbal update form Cllr A Coote, Town Mayor regarding proposed initiatives to reduce and address dog fouling in Saffron Walden.</p>
12	<p>Climate Strike Action proposed in Saffron Walden</p> <p>To consider any support or statement to be made on behalf of the Town Council in relation to the proposed climate strike action on February 14th 2020.</p>
13	<p>Public Rights of Way</p> <p>It is noted that several footpaths in Saffron Walden are not currently formally registered as a public right of way. This may result in an interested land owner closing or proposing</p>

	<p>to close a footpath to prevent public use and access; as was the case recently for Long Horse Croft.</p> <p>Council is requested to consider the registration with Essex County Council of all known unregistered footpaths; thereby ensuring that the paths remain publicly accessible. Cllr Roberts has advised that she would be happy to lead on this project and will update Council further on requirements</p>
14	<p>Reports from other Meetings</p> <p>To receive a verbal update from the following meetings (as appropriate and as available):</p> <ul style="list-style-type: none"> (a) Audley End Masterplan: to receive an update from Cllrs Gadd, Light, Millward and/or Freeman (b) Essex Cultural Diversity Project: to receive an update from Cllrs Gadd and/or Freeman (c) SW Bid AGM: held on 13th January 2020 at which Cllr James De Vries was elected on the Board of Directors as a Town Council representative. Details of the unaudited financial statements are attached for information.
15	<p>Additional Forthcoming Meetings</p> <ul style="list-style-type: none"> (a) HMS Lapwing Association – Saffron Walden Reunion – Saturday 21st March 2020 at 2.30pm. A Memorial Service will be held at the Close Garden, Saffron Walden to which the Town Mayor and all Councillors are invited. The Mayor will lay a wreath in memory of the loss of the Saffron Walden adopted ship and the crew. (b) UDC Local Councils' Liaison Forum – Tuesday 18th February, 7.30pm at UDC Council Chamber (agenda details tbc) (c) A one-day free exhibition at the Gibson Library – Saturday 22nd February between 10am and 4pm; an opportunity to view the portraits (as owned by SWTC) which have been kindly restored by SW Museum
16	<p>UDC Planning Process</p> <p>To receive an update regarding correspondence between SWTC and UDC regarding the planning process at UDC and to consider any further progression of outstanding matters</p>
17	<p>Urgent Information Items</p> <p>Any items to report for information only. This item is included for information sharing only, Council is not permitted to determine matters until this agenda item</p>
18	<p>Date and time of Next Meeting(s)</p> <p>Full Council Monday 19th March 2020, 7.30pm Council Chamber, Town Hall</p>

