

## **SAFFRON WALDEN TOWN COUNCIL**

### **Minutes of Full Council Meeting**

**Date of meeting:** Tuesday 11<sup>th</sup> April 2023 at 7.30pm in the Town Hall, Saffron Walden

**Present Councillors:** Cllrs Asker, de Vries (Chair), Eke, Freeman, Gadd, Light, McLellan, Porph and Roberts

**Officers:** Lisa Courtney (Town Clerk) & Georgia Arnold (Committee Clerk)

**Public:** One representative of the Walden Local

FC 046-23	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Cllrs Coote, Fairhurst, Frost, Millward and Toy</p>
FC 047-23	<p><b>Declarations of Interest</b></p> <p>Cllrs Asker, de Vries, Eke, Freeman and Light declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).</p> <p>Cllr Gadd declared a generic non-pecuniary interest as County Councillor for Essex County Council.</p>
FC 048-23	<p><b>Public Speaking Time</b></p> <p>There were no questions arising.</p>
FC 049-23	<p><b>Essex County Councillor Update</b></p> <p>Cllr Gadd noted he remains concerned for the limited school spaces available in Saffron Walden and noted the proposed education site at Radwinter Road (Linden Homes) should come online, subject to ECC exercising the option with the developer. Cllr Gadd advised he would progress this further with the County Council, urging them to exercise this option and thus build a further primary school.</p> <p>Cllr Gadd noted ECC includes Newport School in the catchment/capacity for secondary schooling for Saffron Walden, thus theoretically dealing with the over-capacity at SWCHS.</p>
FC 050-23	<p><b>Mayor's Communications</b></p> <p>The Mayor noted he has recently attend the:</p> <ul style="list-style-type: none"><li>• Easter Crafts event hosted by SWTC, Enterprise East CIC and UCAN (The Jubilee Hub Partnership's) first event in the Jubilee Hub (formerly Jubilee Gardens).</li></ul>

Signed as a true and accurate record .....  
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	<ul style="list-style-type: none"> <li>• The Enterprise East CIC Good Friday Lunch</li> <li>• And Mark Starte, Duty Manager of the Tourist Information Centre celebrated 25 years' service.</li> </ul>
FC 051-23	<p><b>To verify the Minutes of the Town Council meetings</b></p> <p>The 13.03.2023 Full Council minutes were accepted as a true and accurate record of the meetings and signed by the Mayor.</p>
FC 052-23	<p><b>To receive the Minutes of the Previous Meetings</b></p> <p>Council received and noted the minutes from the following Committee meetings:</p> <ul style="list-style-type: none"> <li>• Planning and Transport 09.03.2023</li> <li>• Planning and Transport 23.03.2023</li> <li>• Finance and Establishment 20.03.2023</li> <li>• Assets and Services 27.03.2023</li> </ul>
FC 053-23	<p><b>Policies</b></p> <p>Council agreed to adopt the following policies with a review date of two years.</p> <p>(a) Media and (b) Safeguarding</p>
FC 054-23	<p><b>Business Improvement District (BID)</b></p> <p>Council noted the BID referendum will be held in June 2023 and it was confirmed the BID term lasts five years. Council raised a series of questions focussing on:</p> <ul style="list-style-type: none"> <li>• The number of BID levy payers and therefore total levy received by the BID</li> <li>• SWTC's contribution to the BID</li> <li>• How success is measured (what metrics for example)</li> <li>• What the business plan for the next term involves</li> </ul> <p>It was agreed the Town Clerk should collate a series of questions to the BID and the BID be invited to attend the May of June Full Council meeting to address those questions and to further discuss the BID 5-year plan generally. Once this information was received, Council felt it would be better informed to take a view on voting at the BID referendum.</p>
FC 055-23	<p><b>Reminder</b></p> <p>Council noted, those who are not <b>re-elected</b> in May are asked to please:</p> <ul style="list-style-type: none"> <li>• Return Samsung tablets by 11<sup>th</sup> May</li> <li>• Return robes, gloves and hats by 11<sup>th</sup> May</li> </ul>

	<ul style="list-style-type: none"> <li>Emails will be suspended on Tuesday 9<sup>th</sup> May (or earlier, on receipt of the results).</li> </ul>
FC 056-23	<p><b>Numbers 3 and 5 Market Plan (former Natwest Bank)</b></p> <p>Council noted the report detailing the works taken place to date at numbers 3 and 5 Market Place. Thanks was passed to Cllrs Porch and officers for progressing with the project. It was noted reference to accessibility should be included on page 3.</p> <p>It was unanimously <b>resolved:</b> To agree and support the content of the report.</p>
FC 057-23	<p><b>Reports from other Meetings</b></p> <p>No meetings reported.</p>
FC 058-23	<p><b>Additional Forthcoming Meetings</b></p> <p>No meetings reported.</p>
FC 059-23	<p><b>Urgent Items</b></p> <p>No matters raised.</p>
FC 060-23	<p><b>Date and time of Next meeting(s)</b></p> <p>The Mayor reminded all that the next meeting is scheduled for 15<sup>th</sup> May 2023 at 7.30pm in the Town Hall, Saffron Walden and thanked all existing Councillors for their time, commitment and dedication over the past 4-years in office.</p>
FC 061-23	<p><b>Confidential Item – Exclusion of Press and Public (Part II meeting)</b></p> <p>It was resolved that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.</p>
FC 062-23	<p><b>Numbers 3 and 5 Market Place (Former Natwest Bank)</b></p> <p>This report is taken as a Part 2 confidential item given the commercial sensitivity of the details, acknowledging the Council will go out to tender on a number of proposals and it is inappropriate to therefore include draft budgets in the public domain.</p> <p>Council considered the report detailing financial matters with the refurbishment project. It was <b>resolved:</b></p> <p>To accept the report and proposals as presented.</p>

The Mayor closed the meeting at 8.40pm

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