

## **SAFFRON WALDEN TOWN COUNCIL**

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

**Date of meeting:** Monday 26<sup>th</sup> September 2022 at 7.30pm at the Town Hall, Saffron Walden

**Present Councillors:** Cllrs Asker, Coote, Eke, Fairhurst, Freeman (Chair), Gadd, Hawke-Smith, Light, McLellan, Roberts and Toy

**Officers:** Lisa Courtney (Town Clerk) and Terry Frostick (Operations Manager)

**Public:** None present

In the absence of the Mayor, the Deputy Mayor Cllr Freeman Chaired this meeting.

FC 122-22	<b>Apologies for absence</b>  Apologies were received and accepted from Cllrs de Vries, Frost, Milward and Porch.
FC 123-22	<b>Declarations of Interest</b>  Cllrs Asker, Coote, Eke, Light, Fairhurst and Freeman declared a generic non-pecuniary interest as members of Uttlesford District Council (UDC).  Cllr Gadd declared a generic non-pecuniary interest as County Councillor for Essex County Council.
FC 124-22	<b>Public Speaking Time</b>  There were no questions arising.
FC 125-22	<b>Essex County Councillor Update</b>  No specific update was provided in recognition that Cllr Gadd provides regular updates relating to highways to the Planning and Transport Committee.
FC 126-22	<b>Mayor's Communications</b>  In the Mayor's absence the Town Clerk noted his recent activities: <ul style="list-style-type: none"><li>- Reading of King Charles III's Proclamation outside the Town Hall</li><li>- Laying memorial flowers at Jubilee Garden's in tribute of HRH Queen Elizabeth II.</li><li>- Attending St Mary's Church Memorial service to honour HRH Queen Elizabeth II.</li></ul>
FC 127-22	<b>To verify the Minutes of the Town Council meetings</b> The 11.07.2022 Full Council minutes were accepted as a true and accurate record of the meetings.

Signed as a true and accurate record .....

Minutes of Full Council Meeting September 2022

FC 128-22	<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 14.07.2022 (approved minutes)</li> <li>• Planning and Transport 28.07.2022 (approved minutes)</li> <li>• Planning and Transport 11.08.2022 (approved minutes)</li> <li>• Planning and Transport 25.08.2022 (draft minutes)</li> <li>• Planning and Transport 08.09.2022 (draft minutes)</li> <li>• Finance and Establishment 18.07.2022 (draft minutes)</li> <li>• Assets and Services 25.07.2022 (draft minutes)</li> </ul>
FC 129-22	<p><b>Polices</b></p> <p>Council unanimously agreed to re-adopt the following two policies:</p> <ol style="list-style-type: none"> <li>1. Health and Safety</li> <li>2. Anti-Harassment, Bullying and Dignity Policy</li> </ol>
FC 130-22	<p><b>Civility and Respect Pledge</b></p> <p>Council considered the National Association of Local Councils and Society of Local Council Clerk's new Civility and Respect Pledge.</p> <p>Cllrs queried how this new pledge is line with the Nolan principles and the Code of Conduct (two different but key documents) as the pledge should include our support of both.</p> <p>The Town Clerk explained the pledge is line with both documents and the pledge is a public document to declare as a council we act civil and respectfully.</p> <p>Council unanimously agreed to sign the pledge, specifically noting the Town Council's continued support and endorsement of the Nolan principles and the Code of Conduct</p>
FC 131-22	<p><b>Remembrance Day</b></p> <p>Council noted the Remembrance Day Parade will take place on Sunday 13<sup>th</sup> November.</p>
FC 132-22	<p><b>Uttlesford District Council – Community Achievement Awards</b></p> <p>Council noted that the Community Achievement Award nominations closed on 16 September. A nomination was submitted and agreed by the Town Clerk, Mayor, Deputy Mayor and Leader.</p>
FC 133-22	<p><b>Mayoral Chain – Bad Wildungen</b></p> <p>Council noted that the SWTC visit to its twin town Bad Wildungen commenced today (26 September). Prior to the visit the Town Clerk, Deputy Mayor and Leader agreed to allow the Mayor and Mayoress to take the chains on the visit.</p>

FC 134-22	<p><b>UTT/22/1523/CLP   The formation, laying out and construction of a means of access to Cornells Lane, in connection with the use of land (up to 14 days per calendar year) for the purposes of the holding of a market.   Land To The North Of Cornells Lane Widdington Essex</b></p> <p>Council noted that Uttlesford District Council have approved the above application and noted that further to the June Full Council meeting and the officers report, officers have written to the applicant detailing SWTC's objections</p>
FC 135-22	<p><b>Local Council Award Scheme</b></p> <p>Council unanimously agreed to participate in the National Association of Local Councils, Local Council Award Scheme and to apply for the Foundation, Quality and Gold Levels Award.</p>
FC 136-22	<p><b>Budget Timetable and Working Group</b></p> <p>In preparation for setting the 2023/24 budget Council noted and agreed the proposed timetable attached to the agenda.</p> <p>Council established a working group to proceed with the timetable to include Cllrs: Gadd, Hawke-Smith, Milward, McLellan, Toy and Roberts.</p>
FC 137-22	<p><b>Reports from other Meetings</b></p> <p>Councillors passed on their thanks to officers for running the recent and successful Eco-Market on the Common.</p>
FC 138-22	<p><b>Additional Forthcoming Meetings</b></p> <p>No meetings reported.</p>
FC 139-22	<p><b>Urgent Items</b></p> <p>Cllr Toy noted the ongoing queries regarding public access to the Crabtrees Football site and that the Town Clerk is working with residents and the football club to remedy outstanding matters, allowing the site to be reopened to the public.</p>
FC 140-22	<p><b>Date and time of Next meeting(s)</b></p> <p>The Deputy Mayor reminded all that the next meeting is scheduled for 10.10.2022 at 7.30pm in the Town Hall, Saffron Walden.</p>
FC 141-22	<p><b>Confidential Item – Exclusion of Press and Public (Part II meeting)</b></p> <p>To resolve 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</p>

	involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
FC 142-22	<p><b>Town Council Assets</b></p> <p>The Town Clerk provided a verbal update in relation to the progressions of Town Councils assets noting a press release statement will be issued later that week. Thanks was passed to the Town Clerk and Operations Manager for their efforts.</p>

The Mayor closed the meeting at 8.15pm