TheTown Hall
Market Street
Saffron Walden
CB10 1HZ

Tel: 01799 516501

Notice of Public Meeting – Annual Town Meeting

The Saffron Walden Annual Town Meeting will be held in
The Town Hall, Saffron Walden on:
Monday 4th April commencing at 7pm

All Electors & members of press are welcome to attend.

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, The Town Hall, Market Place,
Saffron Walden, CB10 1HZ | Website: www.saffronwalden.gov.uk

Recording of meetings
Meetings will be recorded where possible and practicable to do so.

General Data Protection Regulations (GDPR) 2018:
For details of the Town Council's Privacy Notice, please visit our website:
http://saffronwalden.gov.uk/policies/

Councillor Richard Porch, Town Mayor   **22nd March 2022**

RPorch

1	**Apologies for absence -** To receive apologies for absence
2	**Minutes -** To verify the minutes of the previous Town Meeting held on 11th March 2019.
3	**Mayor's Annual Report** Report to be received and presented.

4	**Annual Reports by Chairs of Committee's**
	Reports to be received and presented, these being:
	   a) Assets & Services – Cllr Freeman
	   b) Finance & Establishment – Cllr Toy
	   c) Planning & Transport – Cllr McLellan

5	**Community Reports**
	
	To receive presentations from Community Groups who have received grant funding or support from Saffron Walden Town Council in 2021/22, to include:
	
	   a) Heritage Development Group
	   Received free of charge hall hire for their upcoming Saffron Day event taking place on 16.10.2022 and continued support from SWTC Officers.
	   b) Royal British Legion
	   Received free of charge hall hire for their exhibition of artwork last October 2021 and continuous support from SWTC Officers for the annual Remembrance Day Parade.
	   c) Saffron Walden Initiative
	   Received free of charge hall hire and support for their annual dance in the Square and grant funding of £279 for their public liability insurance.
	   d) Uttlesford Foodbank
	   Received funding from Essex County Council, administer by SWTC along with continued support from SWTC staff who prepared and delivered supplies and food packages.
	   e) Uttlesford Citizen's Advice Bureau
	   Receive annual funding of £12,000.
	   f) Uttlesford Community Travel
	   Receive annual funding of £8,500.
	   g) Volunteer Uttlesford*
	   Received grant funding of £324 for their insurance costs.
	   h) Saffron Walden Musical Theatre Group*
	   Received grant funding of £300 toward their wardrobe costs of Kinky Boots.
	
	*(these groups send their apologies for attendance but provided written reports attached)

6	**Police Community Support Officer** SWTC would like to pass on their thanks to PCSO Tammy Blest for her hard work, dedication and commitment to Saffron Walden during her time in post. PCSO Blest will be leaving her PCSO role for another post at Essex Police and the Town Council wishes to commemorate her work here in town. PCSO Tammy Blest and Sergeant Clare Bailey will be in attendance.
7	**Questions from Electors** Electors who have questions or proposals for discussion at the meeting are requested to submit them in writing to the offices of Saffron Walden Town Council, The Town Hall Market Street, Saffron Walden, CB10 1HZ or via email to enquiries@saffronwalden.gov.uk no later than noon on Wednesday 30th April 2022. Questions may still be taken from the floor at the meeting and a response to those may be supplied at a later date, allowing the Council opportunity to provide an informed response.
8	**Closing from the Mayor** On conclusion of the Annual Town Meeting, attendees are invited to join the Mayor and Councillors for light refreshments.