

## SAFFRON WALDEN TOWN COUNCIL

### Minutes of Full Council Meeting

**Date of meeting:** Monday 9<sup>th</sup> January 2023 at 7.30pm

**Present Councillors:** Cllrs Asker, Coote, de Vries (Chair), Eke, Freeman, Frost, Gadd, Gregory, Hawke-Smith, Light, McLellan, Roberts and Toy.

**Officers:** Georgia Arnold (Office Administrator & Committee Clerk)  
David Broomfield (Financial Officer)

**Public:** None present

FC 001-23	<b>Apologies for absence</b> Apologies were received and accepted from Cllrs Fairhurst, Milward and Porch
FC 002-23	<b>Declarations of Interest</b> Cllrs Asker, Coote, de Vries, Eke, Freeman and Light declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC). Cllr Gadd declared a generic non-pecuniary interest as County Councillor for Essex County Council.
FC 003-23	<b>Public Speaking Time</b> - There were no questions arising.
FC 004-23	<b>Essex County Councillor Update</b> Cllr Gadd noted highway defects are slowly being worked on by Essex County Council but unfortunately some potholes do not meet the ECC requirement for repair. Transport queries are discussed at the Planning and Transport Committee but Cllr Gadd explained members should report defects via the ECC Tell Us service and keep a note of the reference number so it can be chased as required.
FC 005-23	<b>Mayor's Communications</b> The Mayor noted he had another busy month and recently attended: <ul style="list-style-type: none"><li>- Christmas Eve, St Mary's Church Service</li><li>- Christmas Day, visited local care homes</li><li>- This month attended the Carver Thaxted Scouts Celebration at Saffron Hall</li></ul>
FC 006-23	<b>To verify the Minutes of the Town Council meetings</b> The 05.12.2022 Full Council minutes were accepted as a true and accurate record of the meetings and signed by the Mayor. 10/01 uploaded to website

Signed as a true and accurate record .....  
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FC 007-23	<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 15.12.2022</li> <li>• Finance and Establishment 19.12.2022</li> <li>• Assets and Services 19.12.2022</li> </ul>
FC 008-23	<p><b>Uttlesford Rangers</b></p> <p>Council noted that the Uttlesford Ranger Service will come to an end on or around the 1<sup>st</sup> April 2023.</p>
FC 009-23	<p><b>Budget 2023/24</b></p> <p>The RFO provided the final budget proposals which was reviewed by members.</p> <p>Cllr Gadd proposed adoption of the budget, which was seconded by Cllr Coote, <b>it was unanimously resolved to:</b></p> <p><b>Adopt the budget for 2023/24 as proposed, recognising:</b></p> <ul style="list-style-type: none"> <li>• A total budget of £2,099,719.14</li> <li>• Less anticipated income of £279,681</li> <li>• Total expenditure budget of £1,820,038</li> <li>• Precept of £1,263,605 (difference using balances from ear-marked reserves)</li> <li>• Represented by a 2% increase on Band D to £183.29 (against a tax base of 6,893.98)</li> </ul> <p>The Mayor and RFO signed the precept request form.</p>
FC 010-23	<p><b>Model Code of Conduct</b></p> <p>Council noted UDC has adopted the new model code of conduct.</p> <p>It was agreed to adopt the new model Code of Conduct with inclusion of the SWTC sections regarding sensitive interests and dispensation procedures.</p>
FC 011-23	<p><b>UDC - S45 Local Government (Miscellaneous Provisions) Act 1976</b></p> <p>Council noted UDC has re-adopted Part II of the Local Government (Miscellaneous) Provisions Act 1976.</p>

FC 012-23	<p><b>Mayor Making 2023 – Resolution</b></p> <p>Council noted that:</p> <ul style="list-style-type: none"> <li>- The agreed date for the next Mayor Making is 17th June 2023.</li> <li>- SWTC’s Standing Order 5f states the “<i>ceremonial “Mayor Making” event will be held within 21 days of the Annual Meeting.</i>”</li> <li>- The agreed annual meeting date is 15th May 2023 (which must take place within 14 days of the elections, per Local Government Act 1972 schedule 12, paragraph 7(2).</li> <li>- The Ceremonial Mayor Making Date therefore exceeds the 21 days set in SWTC’s standing orders.</li> </ul> <p>It was unanimously agreed to suspend standing order 5f for 2023 to allow the Mayor Making date of 17th June 2023 to be retained.</p>
FC 013-23	<p><b>Reports from other Meetings</b></p> <p>No meetings reported.</p>
FC 014-23	<p><b>Additional Forthcoming Meetings</b></p> <p>No meetings reported.</p>
FC 015-23	<p><b>Urgent Items</b></p> <p>No matters raised.</p>
FC 016-23	<p><b>Date and time of Next meeting(s)</b></p> <p>The Mayor reminded all that the next meeting is scheduled for 13.02.2023</p>

The Mayor closed the meeting at 8pm