

TheTown Hall
Market Place
Saffron Walden
CB10 1HZ

Tel: 01799 516501



To: The Mayor and Members of Saffron Walden Town Council

Summons & Agenda

You are summoned to attend an EXTRAORDINARY MEETING OF THE FULL COUNCIL of the TOWN COUNCIL of SAFFRON WALDEN to be held in the Town Hall, Saffron Walden on **Monday 25th March 2024** commencing at **7.00pm** 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 by emailing: townclerk@saffronwalden.gov.uk. If you wish to register at the meeting, please indicate your desire to speak at the allocated Public Speaking Time.

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/>

A handwritten signature in black ink, appearing to read "Heather Asker", enclosed in a thin black rectangular border.

Cllr Heather Asker, Town Mayor.

Dated 20th March 2024

1	<p>Apologies for absence</p> <p>To receive apologies and consider requests for approved absence</p>
2	<p>To receive any Declarations of Interest</p> <p>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.</p>
3	<p>Public Speaking Time</p> <p>For the public or press to ask questions of the Council on matters relating to the agenda.</p>
4	<p>Motion received from 5 Councillors requesting a review of the decision pertaining to the relocation of the TIC Service</p> <p>Council is requested to consider the motion as proposed:</p> <p><i>“We the undersigned, formally request that Saffron Walden Town Council reviews its decision to relocate the TIC service from No 1 Market Place to the Council Chamber. This request allows the Town Council further and greater opportunity to consider all matters relating to the future location of the TIC service”</i></p> <p>The motion is signed by the following: Cllr Jubeyuir Ahmed, Cllr Arthur Coote, Cllr Richard Freeman, Cllr Denise Jones, Cllr Richard Porch</p> <p>The above councillors further note the following: <i>“We further understand that in order to enact the above motion, Council is required to suspend part of the Council’s standing orders and in particular paragraph 7(a) which reads “A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least five councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee”</i></p> <p>In accordance with the Council’s standing orders, paragraphs 9 (in particular 9b), a valid motion has been submitted to the Proper Officer and this is considered a valid request.</p>
5	<p>Urgent Information Items</p> <p>Any items to report for information only. This item is included for information sharing only and Council is not permitted to determine matters under this agenda item</p>
6	<p>Date and time of Next Meeting</p> <p>The next meeting is scheduled for Monday 15th April 2024 at 7.30pm in the Town Hall, Saffron Walden.</p>