

TheTown Hall
Market Street
Saffron Walden
CB10 1HZ

Tel: 01799 516501



To: The Mayor and Members of Saffron Walden Town Council

Summons & Agenda

You are summoned to attend the FULL COUNCIL of the TOWN COUNCIL of SAFFRON WALDEN to be held in the Town Hall, Saffron Walden on **Monday 1st December** commencing at **7.30pm** to transact the business as set out in the agenda below

Scan the QR code to be taken to the website calendar:



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/>



Lisa Courtney, Town Clerk

26 November 2025

1	Apologies for absence To receive apologies and consider requests for approved absence
2	To receive any Declarations of Interest 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.
3	Public Speaking Time For the public or press to ask questions of the Council on matters relating to the agenda.
4	Updates from 3rd parties – for information only (a) To receive a written or verbal update and report from Cllr P Gadd as the Essex County Councillor (b) To receive a written or verbal update and report from UDC Councillors on any matters which may be particularly pertinent to Saffron Walden
5	Mayor's Communications To receive a verbal update from the Town Mayor
6	To verify the Minutes of the Town Council meetings as follows: Full Council 11.11.2025

7	<p>To receive Minutes from Committee meetings as follows:</p> <p>To receive the minutes from the following Committee meetings. To note that these minutes are received for information purposes only as the relevant Committees are those which approve the minutes for accuracy.</p> <ul style="list-style-type: none"> • Planning and Transport 13.11.2025 (draft minutes) • Finance and Establishment 17.11.2025 (draft minutes) • Assets and Services 24.11.2025 (draft minutes) • Assets and Services 03.11.2025 (draft minutes) (extraordinary meeting)
8	<p>Chase New Homes – Former Friends School Playing Fields - Sports Provision</p> <p>Committee to consider the attached report and recommendations from the Assets and Services Committee regarding the potential adoption of the sports provision at the Former Friends School Playing Field site.</p>
10	<p>Local Government Reorganisation</p> <p>On 19th November 2025, the Government announced a public consultation on all four proposals for new unitary councils in Greater Essex. The consultation runs until Sunday, 11 January 2026.</p> <p>Full details online on the LGR Hub: https://www.essexlgrhub.org/stronger-greater-essex and Government is expected to decide on the final model for Greater Essex Spring 2026.</p> <p>Attached are Consultation Questions in the form of a PDF (these can't be submitted (online consultation only) but provide details of the volume and type of questions before responding online). Respondents are encouraged to provide a total of four responses, commenting on each proposed unitary local government. The proposals are summarised as:</p> <p>1. Five unitary councils across the whole of the area of Essex, Thurrock and Southend-on-Sea, comprising the current district areas of:</p> <p>West: Uttlesford, Harlow, Epping Forest North East: Braintree, Colchester, Tendring Mid: Brentwood, Chelmsford, Maldon South West: Thurrock, Basildon South East: Castle Point, Southend, Rochford (this is UDC's preferred option)</p> <p>2. Three unitary councils across the whole of the area of Essex, Thurrock and Southend-on-Sea, comprising the current district areas of:</p> <p>North: Braintree, Colchester, Tendring, Uttlesford Mid: Harlow, Epping Forest, Brentwood, Chelmsford, Maldon South: Thurrock, Basildon, Castle Point, Rochford, Southend (this is ECC's preferred option)</p>

3. Four unitary councils across the whole of the area of Essex, Thurrock and Southend-on-Sea, comprising the current district areas of:

North: Braintree, Colchester, Tendring

West: Epping Forest, Harlow, Uttlesford

Central: Brentwood, Chelmsford, Maldon, Rochford

South: Basildon, Castle Point, Southend, Thurrock

4. Four unitary councils across the whole of the area of Essex, Thurrock and Southend-on-Sea, comprising the current district areas of:

West: Harlow, Epping Forest, Brentwood, Thurrock

North: Uttlesford, Braintree, Chelmsford

East: Maldon, Colchester, Tendring

South: Basildon, Castle Point, Southend, Rochford

Council is requested to consider a response to the local government reorganisation proposals, noting the following potential response mechanisms:

1. To offer no response from SWTC to the consultation, but for Councillors to be encouraged to respond in their individual capacities
2. To provide a response at the December 2025 Full Council meeting
3. To provide an in-principle response at the December 2025 Full Council meeting, providing sufficient information and advice for the response to be delegated to nominated Councillors and Officers (Task and Finish Group), who may then:
 - (a) Act on full authority of Council and submit a consultation response on behalf of SWTC OR
 - (b) Draft a response, for further consideration at an extraordinary Full Council meeting before the closing date of 11th January 2026.
4. Any other option

Webinar Details:

Both UDC and ECC are hosting online briefings for Town and Parish Councils, details as follows:

UDC – Wednesday 3rd December 7pm (pre-booking required, see email dated 24.11.25 for registration details)

ECC Webinar – 2nd December 2025 5.30 – 6.30pm OR 3rd December 2025 9.30-10.30am

(see email dated 25.11.26 for login details, no booking required)

Attached is a summary of the LGR process

11

Code of Conduct Consultation – Government Response

Council is requested to note the following update:

The Government's response to the recent consultation can be found here: [Strengthening the standards and conduct framework for local authorities in England – consultation results and government response - GOV.UK](#)

The following points are summarised:

- (a) the introduction of a mandatory code of conduct, which will include a behavioural code, for all local authority types and tiers
- (b) a requirement that all principal authorities convene formal standards committees, to include provisions on the constitution of standards committees to ensure objectivity, accountability and transparency
- (c) the requirement that all principal authorities offer individual support during any investigation into code of conduct allegations to both the complainant and the councillor subject to the allegation
- (d) the introduction at the authority level of a 'right for review' for both complainant and the subject elected member to have the case reassessed on grounds that will be set out in legislation
- (e) powers for authorities to suspend elected members for a maximum of 6 months for serious code of conduct breaches, with the option to withhold allowances during suspension for the most serious breaches and introduce premises and facilities bans either in addition or as standalone sanctions
- (f) in response to the most serious allegations involving police investigation, or where sentencing is pending, the introduction of powers to suspend elected members on an interim basis for an initial period of 3 months which, if extended, will require regular review
- (g) a new disqualification criterion for any elected member subject to the maximum period of suspension more than once within 5 years
- (h) the creation of a new national appeals function, to consider appeals from elected members to decisions to suspend them and/or withhold allowances, and for complainants if they consider their complaint was mishandled. Any appeal

	<p>submitted will only be permitted after complainant or elected member has invoked their 'right for review' of the local standards committee decision has been invoked and that process is completed</p> <p>The Government has not yet established a timetable for the implementation of any new legislation; details are awaited and will be advised once known.</p>
12	<p>Reports from other Meetings</p> <p>To receive a verbal update from meetings as attended.</p>
13	<p>Additional Forthcoming Meetings</p> <p>To receive details of any forthcoming meetings</p>
14	<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>
15	<p>Date and time of Next Meeting</p> <p>The next meeting is scheduled for Monday 12 January 2025 at 7.30pm in the Town Hall Saffron Walden</p>
16	<p>Confidential Item – Exclusion of Press and Public (Part II meeting)</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 involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.</p> <p>This is confidential because it is commercially sensitive.</p>
17	<p>Community Land at Chase New Homes site (former Friends School)</p> <p>At the March 2025 Council Meeting, Council resolved to support the proposals presented, working alongside a third party – a written update is provided.</p>