

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 **Jubilee Hub, Saffron Walden** on **Tuesday 10th March 2026** 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.

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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

4th March 2026

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 an update from the Town Mayor
6	To verify the Minutes of the Town Council meetings as follows: Full Council 09.02.2026

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 12.02.2026 (Approved minutes) • Planning and Transport 26.02.2026 (draft minutes) • Finance and Establishment 16.02.2026 (draft minutes) • Assets and Services 23.02.2026 (draft minutes)
8	<p>Mayor/Deputy Mayor and Leader/Deputy Leader Nominations</p> <p>In accordance with the Role of Mayor and Leader and Selection Policies, the following valid nominations have been submitted, and Council is requested to receive and accept the following nominations:</p> <p>(a) Nomination to the position of Town Mayor being: Nomination: Cllr Jeanette Curtis Nominated by Cllr Arthur Coote Seconded by Cllr Richard Freeman</p> <p>(b) Nomination to the position of Deputy Mayor being: Nomination: Cllr Lucy Abercrombie Nominated by Cllr Deryk Eke Seconded by Cllr Richard Porch</p> <p>(c) Nomination to the position of Leader being: Nomination: Cllr Richard Freeman Nominated by Cllr Arthur Coote Seconded by Cllr Jeanette Curtis</p> <p>(d) Nomination to the position of Deputy Leader being: Nomination: Cllr Patrick Hawke-Smith Nominated by Cllr Jeanette Curtis Seconded by Cllr Dave McLellan</p>
9	<p>Financial Regulations</p> <p>Council is requested to consider changes to the current Financial Regulations, as detailed in the attached report. These changes have been considered and are recommended by the Finance and Establishment Committee.</p>
10	<p>Housing Estate Management and Government Consultation</p> <p>The Government is asking for views on the growing use of private estate management companies on new housing developments, an issue increasingly affecting rural</p>

	<p>communities. Many new estates now have unadopted roads, drainage and green spaces, leaving residents paying private maintenance charges that are often high, unclear, and difficult to challenge. [gov.uk]</p> <p>For villages and rural growth areas, this matters. These arrangements can affect affordability, community cohesion, the quality of shared spaces, and long-term stewardship.</p> <p>The proposals include:</p> <ul style="list-style-type: none"> • More amenities being adopted by councils. [gov.uk] • National standards to ensure roads and open spaces are built to adoptable levels. [gov.uk] • Greater transparency around estate charges. [gov.uk] • Stronger protections for homeowners already living on privately managed estates. [consult.co...ies.gov.uk] <p>This consultation is a chance to highlight the real experiences of rural residents and influence fairer, more accountable arrangements for future developments.</p> <p>Deadline to respond: 11:59pm on 12 March 2026 Submit comments online or via email: reducingprevalence@communities.gov.uk [gov.uk]</p> <p>Council is requested to consider a response to this consultation</p>
11	<p>Developer Contributions Supplementary Planning Document (SPD) consultation</p> <p>UDC has launched a refreshed consultation on Uttlesford District Council’s draft Developer Contributions Supplementary Planning Document (SPD) closing 25 March.</p> <p>Council is recommended to delegate the Planning & Transport Committee authority to consider its response (if any) to the consultation at its 12 March meeting. This item will be included on the 12 March P&T agenda but will be subject to Council resolution and delegation at the 10 March Council meeting.</p>
12	<p>National Planning Policy Consultation</p> <p>An updated Government consultation closes at 12.45 on Tuesday 10 March Council is asked to consider its response if any to the consultation. Any response should take consideration of the following, as advised by the Rural Community Council of Essex (RCCE).</p> <ul style="list-style-type: none"> - The draft NPPF policy PM13 (PM13 – Setting Standards) proposes to restrict the ability of local authorities from setting policies in their local plans which require new homes to achieve net zero carbon & energy (in operation) by meeting higher

	<p>building fabric energy efficiency standards than the national baseline of Building Regulations & Future Homes Standard.</p> <ul style="list-style-type: none"> - It also restricts local authorities from setting policies relating to 'construction'. The restrictions will also apply to Town and Parish Councils preparing Neighbourhood Plans.
13	<p>Chase New Homes – Public Open Space (Former Friends School site)</p> <p>As per the February Full Council meeting (as recorded under Min Ref FC 036-26), Officers are preparing an additional report to Council. The report will contain options for the future upkeep and management of the public open space at the Chase New Homes (former Friends School) site. It is anticipated an updated report will be presented at the April Full Council meeting, subject to receipt of information from Chase New Homes regarding T&C of any draft lease agreement.</p>
14	<p>SWTC Corporate Priorities</p> <p>To receive the attached written update on the priorities list.</p>
15	<p>Reports from other Meetings</p> <p>To receive a verbal update from meetings as attended.</p>
16	<p>Additional Forthcoming Meetings</p> <p>To receive details of any forthcoming meetings</p> <ul style="list-style-type: none"> - Saffron Walden Town Meeting Tuesday 7th April 2026 at 7.30pm in the Town Hall, Saffron Walden
17	<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>
18	<p>Date and time of Next Meeting</p> <p>Future Council meeting schedule as follows:</p> <ul style="list-style-type: none"> - Monday 13th April, Town Hall at 7.30pm (Full Council) - Tuesday 12th May, Town Hall at 7.00pm (Annual (General) Meeting, followed by Full Council) at 7.3pm (or on closure of the AGM).