

**SAFFRON WALDEN TOWN COUNCIL**  
**Minutes of Full Council Meeting**

**Date of meeting:** Tuesday 12<sup>th</sup> May 2026 at 7.40pm

**Present Councillors:** Cllrs Abercrombie, Ahmed, Asker, Brett, Coote, de Vries, Eke, Freeman, Hawke-Smith, McLellan and Porch

**Officers:** Town Clerk, Deputy Town Clerk and Responsible Financial Officer

**Public:** None present

**In the absence of the Mayor, Cllr Curtis, the Deputy Mayor,  
Cllr Abercrombie chaired this meeting.**

FC 085-26	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Cllrs Curtis, de Vries, McBirnie, Parker and Reeve. Absent Cllrs Fiddy and Shotropa.</p>
FC 086-26	<p><b>Declarations of Interest</b></p> <p>Cllrs Ahmed, Asker, Coote and Freeman declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).</p>
FC 087-26	<p><b>Public Speaking Time</b></p> <p>There were no questions arising.</p>
FC 088-26	<p><b>Updates from 3<sup>rd</sup> parties – for information only</b></p> <p>(a) An update was not provided from the Essex County Councillor.</p> <p><b>Council unanimously resolved:</b> To invite the County Councillor to attend Full Council meetings on a quarterly basis with an update report.</p> <p>(b) An update was not provided by UDC Councillors</p> <p>(c) Local Government Re-organisation was discussed and the potential devolution of asset transfers from the District and County Council. It was noted an update is awaited from UDC officers.</p> <p><b>Council unanimously resolved:</b> To include devolution as a standing agenda item to provide Full Council updates as received.</p>
FC 089-26	<p><b>Mayor's Communications</b></p> <p>Council noted an update will be presented by the newly appointed Mayor in June.</p>

FC 090-26	<p><b>To verify the Minutes of the Town Council meetings</b></p> <p>The 13.04.2026 Full Council minutes were accepted as a true and accurate record of the meetings and signed by the Mayor.</p>
FC 091-26	<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 09.04.2026 (draft minutes)</li> <li>• Finance and Establishment 20.04.2026 (draft minutes)</li> <li>• Assets and Services 27.04.2026 (draft minutes)</li> </ul>
FC 092-26	<p><b>Accounts and Accounting Statements</b></p> <p>In accordance with Standing Orders, Council received a copy of the following documents:</p> <p>(a) Receipts and payments for 4<sup>th</sup> quarter (January-March)</p> <p>(b) Council is requested to receive and note details as attached. These details are already currently provided on a monthly basis to the Finance &amp; Establishment Committee.</p>
FC 093-26	<p><b>Actual Year End Carry Forwards / Budget 2026/27</b></p> <p>Council reviewed and considered the actual, carry forward figures from the 2025/26 budget into the 2026/27 budget as presented by the RFO and recommended by the Finance and Establishment Committee.</p> <p><b>Unanimously resolved:</b> To adopt the Actual Year End Carry Forward Figures as presented.</p>
FC 094-26	<p><b>Lime Avenue Changing Room Facilities</b></p> <p>Council received the written update report regarding purchase of the changing facilities at Lime Avenue, as considered by the Assets and Services Committee.</p> <p>It was noted that Officers have since progressed with purchase of the units and at time of writing the legal paperwork is awaiting signed completion.</p> <p><b>Unanimously resolved:</b> To note and support the purchase of these units.</p>
FC 095-26	<p><b>Reports from other Meetings</b></p> <p>No meetings reported.</p>

FC 096-26	<p><b>Additional Forthcoming Meetings</b></p> <p>Council noted the Civic Mayor Making Ceremony would take place on Saturday 16 May from 10.15am.</p>
FC 097-26	<p><b>Urgent Items</b></p> <p>No matters raised.</p>
FC 098-26	<p><b>Date and time of Next meeting(s)</b></p> <p>Council noted the next meeting is scheduled for Monday 8 June at 7.30pm.</p>

The Mayor closed the meeting at 8.25pm

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