

SAFFRON WALDEN TOWN COUNCIL
Minutes of Full Council Meeting

Date of meeting: Monday 13 July 2026 at 7.30pm in the Town Hall, Saffron Walden

Present Councillors: Cllrs Ahmed, Asker, Brett, Curtis (Mayor), de Vries, Eke, Freeman, Fiddy, Hawke-Smith, McLellan, Parker and Porch

Officers: Town Clerk and the TIC Manager

Public: None present

FC 118-26	Apologies for absence Apologies were received and accepted from Cllrs Abercrombie, Coote, Jones, McBirnie, Reeve and Shotropa.
FC 119-26	Declarations of Interest Cllrs Asker, Freeman and Fiddy declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).
FC 120-26	Public Speaking Time There were no questions arising.
FC 121-26	Updates from 3rd parties – for information only (a) Council received the written update report from County Councillor Gadd (b) Council noted that Cllr Fiddy, as District Councillor, has submitted a S106 members question
FC 122-26	Mayor's Communications Council received and noted the Mayor's update report
FC 123-26	To verify the Minutes of the Town Council meetings The 08.06.26 Full Council minutes were accepted as a true and accurate record of the meetings and signed by the Mayor.
FC 124-26	To receive the Minutes of the Previous Meetings Council received and noted the minutes from the following Committee meetings: • Planning and Transport 11.06.2026 (Approved minutes) • Planning and Transport 25.06.2026 (draft minutes) • Finance and Establishment 15.06.2026 (draft minutes) • Assets and Services 22.06.2026 (draft minutes)

FC 125-26	Financial Administration for the year ending 2026/27 Council considered the following reports, as recommended at the June Finance and Establishment Committee meeting. (a) Risk Assessments (b) Internal Control Measures Unanimously resolved: To adopt the Risk Assessment and Internal Controls as proposed. It was noted details of the Internal Auditor's scope of works, including the independence and competency of the internal auditor to follow (anticipated September 2026 Full Council meeting).
FC 126-26	TIC Update Report Council received and noted the update report as presented by the TIC Manager, Mr Richard Corby on work of the TIC service.
FC 127-26	Rural Bus Service to support Saffron Walden Tuesday Market Council received and discussed the written report, detailing the proposal to instate a trial bus service between neighbouring villages and Saffron Walden promoting the Tuesday Market and footfall into Saffron Walden. The bus would also collect SW residents on the perimeter of town. Unanimously resolved: (a) To contract Uttlesford Community Transport for a trial bus service, for up to 12 weeks with a review period at four weeks. The specific timings and route to be determined between UCT and SWTC. (b) That the trial bus service should coincide with other incentives, such as activities on the Market Square (c) That the BID to be contacted regarding involvement of businesses, who could offer incentives during the trial period (d) That the Clerk be authorised to implement as above, including the potential cancellation of the service before the end of the trial period should uptake be low; this discretion to be made in conjunction with UCT. (e) That costs be met from a combination of the following budgets, with the primary costs taken from the climate change EMR budget:

	• Budget code 4650 inflation adjustment (noting budget includes inflationary increase). Balance = £6,451 • EMR 9015 Rates Reserve (not used for 5-years+). Balance = £10,301 • EMR 9017 Climate Change Fund (activity supports climate change initiatives). Balance = £10,000 (invoice pending so balance will be less)
FC 128-26	Market Square Pedestrianisation Council received and noted the update report, regarding the outstanding TRO requests and the options for progression or otherwise. Unanimously resolved: To continue pursuing progression of the two TRO requests, these being: (a) Re-aligning the Tuesday and Saturday Market TRO timings to 07.00-18.00 (b) Partial pedestrianisation Monday, Wednesday, Thursday, Friday and Sunday 07.00-18.00
FC 129-26	Community Engagement Policy Unanimously resolved: To re-adopt the above policy with no changes.
FC 130-26	Reports from other Meetings No meetings reported.
FC 131-26	Additional Forthcoming Meetings Council received the Councillor training and site tour dates
FC 132-26	Urgent Items Council noted a response has been received from Uttlesford District Council regarding potential devolution of assets and the Clerk will continue to pursue with the option of transfer, raising this matter further with the Chair of Audit and Scrutiny at UDC.
FC 133-26	Date and time of Next meeting(s) The Mayor reminded all that the next meeting is scheduled for 14 September with no August meeting.

The Mayor closed the meeting at 21.10