SAFFRON WALDEN TOWN COUNCIL
Minutes of Full Council Meeting

Date of meeting: Monday 12 October 2026 at 7.30pm in the Town Hall, Saffron Walden

Present Councillors: Cllrs Abercrombie, Asker, Brett, Curtis (Mayor), de Vries, Eke, Hawke-Smith, Porch, Reeve

Officers: Town Clerk and Responsible Financial Officer

Public: Representatives of George Street (Min Ref FC163-26) and Saffron Walden Peaceful Assembly (Min Ref FC164-26)

FC 158-26	**Apologies for absence** Apologies were received and accepted from Cllrs Ahmed, Freeman, Fiddy, Jones, McLellan, Parker and Shotropa. Absent Cllrs Coote and McBirnie.
FC 159-26	**Declarations of Interest** Cllrs Asker and Reeve declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).
FC 160-26	**Public Speaking Time** There were no questions arising.
FC 161-26	**Updates from 3rd parties – for information only** (a) An update was not provided from Cllr P Gadd as the Essex County Councillor. (b) UDC Councillors reported a revised S106 procedure will be introduced in due course.
FC 162-26	It was agreed to bring forward agenda items 8 (Proposals for Refurbishment of George Street) and 11 (Saffron Walden Peaceful Assembly)
FC 163-26	**Proposals for Refurbishment of George Street** Council received a presentation from representatives of retailers from the George Street area, regarding their plans and proposals to refresh and tidy up this site. It is anticipated works would be complete by the end of 2026 (subject to funding and support) and the continued management would remain with the retailers. **Unanimously resolved:** To support the project and Cllr Asker would act as the liaison. The representatives left the meeting.
FC 164-26	**Saffron Walden Peaceful Assembly - Bethlehem Friendship Agreement** Council received the written proposal from the Saffron Walden Peaceful Assembly and the officer covering report.

DRAFT

	Representatives presented their proposal, asking SWTC to fly the Palestinian flag and to support the group in hosting an activity to mark the upcoming 10th anniversary of the SWTC's Friendship agreement with Bethlehem. Council discussed the report. It was **Resolved:** To defer a decision until further advice is received from third parties. The representatives left the meeting.
FC 165-26	**Mayor's Communications** Council received and noted the Mayor's update report.
FC 166-26	**To verify the Minutes of the Town Council meetings** The 14.09.26 Full Council minutes were accepted as a true and accurate record of the meetings and signed by the Mayor.
FC 167-26	**To receive the Minutes of the Previous Meetings** Council received and noted the minutes from the following Committee meetings: • Planning and Transport 10.09.26 (Approved minutes) • Planning and Transport 24.09.26 (draft minutes) • Finance and Establishment 21.09.26 (draft minutes) • Assets and Services 28.09.26 (draft minutes)
FC 168-26	**Upcoming Road Closure – Little Walden Road – Cadent Gas presentation** Council noted, since publication of the agenda the proposed road closure and engagement events were cancelled; Officers received the update from Cadent earlier that morning.
FC 169-26	**Upcoming Road Closure – Affinity Water – Walden Road Radwinter 9 Nov–23 May 2027** Council noted the upcoming road closure at Walden Road; updates would be presented to the Planning and Transport Committee.
FC 170-26	**Buckingham Palace Garden Party 2027** Council noted the Essex Association of Local Council has opened its nominations for all councillors, past and present, to attend the Buckingham Palace Garden Party 2027. **Unanimously resolved:** To nominate Cllr Curtis.

DRAFT

FC 171-26	**Disclosure of Registers of Interest** Council noted the legislative change in publication of sensitive interests as detailed on the agenda.
FC 172-26	**Code of Conduct** **Unanimously Resolved:** To re-adopt the Code of Conduct policy, as proposed with no changes.
FC 173-26	**Mayoral Chains –Twin Town Bad Wildungen Visit April 2027** **Unanimously resolved:** To support the Mayor and Deputy Mayor's visit to Bad Wildungen in April 2027, authorising wearing of the Mayor and Deputy Mayor Chains outside of the UK, with permission granted aligning with the Mayoral Chain policy.
FC 174-26	**Financial Administration 2026/27** Council noted the following relating to financial administration and management for 2026/27 as agreed by the Finance and Establishment Committee at its July meeting. (a) Internal Auditor's scope of works, seeking appointment of the internal auditor as recommended by the F&E Committee which specifically considered and approved the independence and competence of the Internal Auditor (b) Insurance Agreement – for information Officers have renewed the insurance agreement for 2026/27
FC 175-26	**Clerks Update Report (Three Times Annually – Last presented February 2026)** Council received and noted the contents of the Clerks update report.
FC 176-26	**Gym Project Update and consideration** Council received the written update report and discussed the proposal to install gym equipment across Saffron Walden. **Unanimously resolved:** To authorise officers to progress with installation of gym equipment at the Linden Homes, Lime Avenue and Skate Park sites and where appropriate to include picnic benches. Installation to be in accordance with the presented Officer's report.
FC 177-26	**Reports from other Meetings** No meetings reported.
FC 178-26	**Additional Forthcoming Meetings** No meetings reported.

DRAFT

FC 179-26	**Urgent Items** Cllr Curtis noted there had been further car accidents on the bridge near Little Walden, noting that contact had been made with both ECC and the County Councillor regarding remedial action.
FC 180-26	**Date and time of Next meeting(s)** The Mayor reminded all that the next meeting is scheduled for Monday 9 November 2026 at 7.30pm.
FC 181-26	**Confidential Item – Exclusion of Press and Public (Part II meeting)** Resolved 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.
FC 182-26	**Finance and Establishment Sub-Committee (Budget) Update and Recommendations** Council received and noted the following: a. In accordance with the F&E Sub-Committee Terms of Reference, monthly updates are provided to the F&E Committee and Full Council. b. Public documents a-c; schedule of works, approved sub-committee minutes (27.07.26) and draft sub-committee minutes (08.09.26) c. Confidential documents (d-g) standstill budget, assumptions and possibilities, EMR budget and budgeted income d. The Sub-Committee and F&E recommendations to adopt the presented budget. Resolved: To adopt the draft budget as presented noting: i. The figure allowed for inflation may need to be increased ii. The 3% figure allowed for pay rises may need to be increased, given that historic pay agreements have been around 3.3% iii. The budget cannot be finalised until receipt of the housing numbers – on receipt a further sub-committee meeting will be held, anticipated mid-late December 2026.

The Mayor closed the meeting at 9.15pm

DRAFT