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Saffron Walden
Essex, CB10 1HL

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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 via the video conference service Zoom on Monday 11th May 2020 commencing at 7.30pm (or if later, on conclusion of the preceding Annual Meeting) to transact the business as set out in the agenda below.

In accordance with the Coronavirus Act 2020, c. 7, Part 1, Local authority meetings, Section 78 – Members are permitted to be present and attend a meeting without being present in the Council Chamber or together in the same place - extract from Act reads: *“The provision which may be made by virtue of subsection (1)(d) includes in particular provision for persons to attend, speak at, vote in, or otherwise participate in, local authority meetings without all of the persons, or without any of the persons, being together in the same place.”*

Zoom Details:

<https://us02web.zoom.us/j/82433892490?pwd=VWFQZVRMMXZkZE9ZUDJCbC9RbGQyZz09>

Meeting ID: 824 3389 2490

Password: 064841

Phone:

One tap mobile

+442034815237,,82433892490#,,1#,064841# United Kingdom

+442034815240,,82433892490#,,1#,064841# United Kingdom

Dial by your location

+44 203 481 5237 United Kingdom | +44 203 481 5240 United Kingdom

+44 131 460 1196 United Kingdom | +44 203 051 2874 United Kingdom

Meeting ID: 824 3389 2490

Password: 064841

Find your local number: <https://us02web.zoom.us/j/82433892490?pwd=VWFQZVRMMXZkZE9ZUDJCbC9RbGQyZz09>

Meetings and the Public

During the period of meetings being conducted remotely and in compliance with the Coronavirus Act 2020, members of the public will still be able to access and participate (during public speaking time) in Town Council meetings.

Town Council meetings will be hosted on the Zoom Platform. Details enabling members of the public to view the meeting and ask questions (under the public speaking time) will be given for each meeting in the introduction as above (see Zoom link on page 1 of this agenda for details)

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, 11 Emson Close, Saffron Walden, CB10 1HL | Website: www.saffronwalden.gov.uk

Recording of meetings

Whilst meetings are being conducted under the Coronavirus Act 2020, meetings will not be recorded.

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

5th May 2020

1	<p>Apologies for absence</p> <p>To receive apologies and consider requests for approved absence</p>
2	<p>To receive any Declarations of Interest</p> <p>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.</p>
3	<p>Public Speaking Time</p> <p>For the public or press to ask questions of the Council on matters relating to the agenda.</p>
4	<p>County Councillor Update</p> <p>To receive a written or verbal update and report from Cllr Moran, with particular reference to the following matters (extract from draft Full Council minutes from 9th March 2020):</p> <p>(a) Highways Meeting held on 09.03.20</p> <p>Cllr Moran provided a brief update on the meeting held earlier that day, noting that S106 monies were available for the creation of a pelican crossing on Thaxted Road to cross from the skate park to the Aldi site. Members questioned if a formal footpath should be installed from the skatepark and it was noted this would form part of the design and consideration process.</p> <p>Cllr Gadd raised a query regarding any developers' obligation to install a crossing and/or install traffic lights at Peasland Road. Cllr Moran agreed to review the S106 for details of developer obligations – update required please</p> <p>(b) George Street Paving Repairs</p> <p>Cllr Moran advised that works scheduled to commence near George Street / Hill Street would commence in March 2020 – update required please</p> <p>(c) Paving / surface by St Clare's Hospice shop</p> <p>Members expressed concern regarding the steep slope which was slippery even in fine weather and could become unpassable during icy weather. Cllr Moran undertook to speak further with ECC Highways Officers regarding these concerns and to consider possible solutions – update required please</p> <p>(d) ECC Cycling Officer</p> <p>Cllr Moran agreed to follow up a meeting with the Cycling Officer and SWTC Members to progress cycling opportunities in and around Saffron Walden. It</p>

	<p>was noted that SWTC submitted details of potential cycling schemes some 4 years ago which were repeated more recently and details of any opportunities are still awaited from ECC – update required please</p> <p>(e) Parking by the Roundabout at Hop Fields / Peasland Road</p> <p>Cllr Toy reported on the difficulties in navigating this roundabout, given the increased parking closer to the roundabout. Agreed that Cllrs Moran and Toy would meet on site to review further and to consider any remedy – update required please</p> <p>(f) High Street Paving</p> <p>Cllr Moran advised that the paving should be replaced by the end of March 2020; he undertook to progress this further – update required please</p> <p>(g) Audley End Road</p> <p>Cllr Moran advised that proposals to reduce the speed limit had previously been considered by the Local Highways Panel (LHP) some 3-4 years earlier and was refused (for reasons unknown at this meeting). Cllr Moran advised the appropriate process was therefore for an appeal to be made to ECC Cabinet and via the Members Meeting (likely April / May 2020). Cllr Moran undertook to progress further and to keep SWTC informed of any progress – update required please</p>
5	<p>Mayor’s Communications</p> <p>To receive a written and/or verbal update from the Mayor and/or retired Mayor</p>
6	<p>To verify the Minutes of the Town Council meeting as follows:</p> <p>Full Council 9th March 2020 (note the April Full Council meeting was cancelled due to restrictions relating to Covid-19)</p>
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 Road Traffic 12th March 2020 (approved minutes) • Planning and Road Traffic 23rd April 2020 (draft minutes) • Finance and Establishment 23rd March (approved minutes) • Finance and Establishment 20th April 2020 (draft minutes) • Assets and Services 27th April 2020 (draft minutes)
8	<p>The Gate Inn</p> <p>To note correspondence has been received from UDC advising of the following:</p>

	<p>(a) That following the Town Council’s submission, the Gate Inn has been listed by UDC as an asset of community value (ACV) with effect from 1st April 2020;</p> <p>(b) That the owners of The Gate have subsequently given notice to sell the asset.</p> <p>In recognition that the assets is a registered ACV, the owner (the freehold owner in this case) may not dispose of the land otherwise than in accordance with section 95 of the Localism Act 2011. If the owner decides to dispose of the land, either through a freehold sale or the grant or assignment of a qualifying lease (i.e. originally granted for at least twenty-five years), the owner will need to notify the Councils of his intention to do so.</p> <p>Being the nominating group for this asset, UDC has contacted SWTC directly to advise us of the notification to sell and the relevant moratorium periods.</p> <p>The interim moratorium period ends on the 27 May 2020. During the interim moratorium period a community interest group may request in writing to be treated as a potential bidder for the asset; this will bring the full moratorium period into force. A community interest group must have one or more of the following structures: (a) A charity (b) A community interest company (c) A company limited by guarantee that is non profit distributing (d) An industrial and provident society that is non profit distributing (these groups will be renamed as community benefit societies by the Co-operative and Community Benefit Societies and Credit Unions Act 2010 when the relevant provisions come into force).</p> <p>If the Council (UDC) has not received any written interests from community groups during this time the owner is free to sell their asset after this date.</p> <p>If a community interest group, as defined in regulation 12 of the Regulations, does make a request during this interim period then the full six-month moratorium, from the point the owner notified the Councils of his intention to dispose, will operate. During this period the owner may market the property or negotiate sales, but may not exchange contracts or enter into a binding contract to do so later. However, the owner may sell to a community interest group during the moratorium period.</p> <p>Council is requested to note the details as above and consider any further progression of this matter.</p>
9	<p>VE Day Celebrations</p> <p>To note that due to Covid-19 restrictions, Town Council proposals for a large event on The Common have been postponed. The Town Council has continued to support VE Day, through social media and encouraging residents to join in these celebrations in an appropriate manner and in accordance with Covid-19 rules, regulations and guidance</p>

	An alternative celebratory event is being considered for spring/summer 2021 and plans are being progressed. This alternative event will seek to be a celebration of life, bravery, thanks to the NHS and Key Workers as well as an opportunity to recognise those that have lost their lives during Covid-19. Council Officers are liaising with a number of community and voluntary groups to initiate plans.
10	Reports from other Meetings To receive a verbal update from meetings as attended.
11	Additional Forthcoming Meetings None to advise
12	Urgent Information Items Any items to report for information only. This item is included for information sharing only, Council is not permitted to determine matters until this agenda item
13	Date and time of Next Meeting(s) The next meeting will be as determined at the Annual Meeting held earlier this evening.
14	Confidential Item 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.
15	Registry of Land at Landscape View Committee to receive a verbal update and report from the Chair of A & S Committee and to approve the proposed course of action regarding this matter. A copy of the confidential report as considered at the A & S Committee meeting is attached for Members only