

SAFFRON WALDEN TOWN COUNCIL

MINUTES of the FULL COUNCIL MEETING held remotely via the online platform “Zoom” and in accordance with the Coronavirus Act, C 7, Part 1 Local Authority Meetings, Section 78. This Act allows members to be present and attend a meeting without being present in the Council Chamber or together in the same place.

Date of meeting: **Monday 12th October 2020** at 7.30pm

Present (remotely via Zoom)

Councillors: Asker (Town Mayor), De Vries, Freeman, Light, Millward, Porch, Roberts

Officers: Lisa Courtney (Town Clerk)

Public: Cllr John Moran (ECC Cllr), Mrs Judith Rodden (SW Local Newspaper and Chair of SW Heritage Development Group), Mr Douglas Kent (Member of SW Heritage Development Group and local resident)

FC 115-20	Apologies for absence Apologies were received and accepted from Cllrs Coote, Eke, Fairhurst, Frost, Gadd, Hawke-Smith, McLellan, Toy
FC 116-20	Declarations of Interest Cllrs Asker, De Vries, Freeman and Light declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).
FC 117-20	Public Speaking Time Mrs Judith Rodden and Mr Douglas Kent addressed Council, speaking in favour of the installation of bollards outside the old Sun Inn, Church Street. Bollards would protect this important, historical building; specifically, the pargetting which is prone to damage by high sided vehicles parking nearby for deliveries. Mr Kent noted the building is of interest to the National Trust. It was noted this matter was for further discussion at this meeting and it was anticipated Cllr Moran, Essex County Councillor, may wish to add or advise further. Mrs Rodden and Mr Kent were thanked for their informative contribution.
FC 118-20	County Councillor Update Cllr Moran was present and provided the following updates: (a) Ashdon Road / Harvey Way Crossing Cllr Moran advised that work on the zebra crossings would commence end of October 2020, during the school half-term holidays.

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- (b) Paving / surface by St Clare's Hospice shop
No further update at this present time
- (c) ECC Cycling Officer
No further update at this present time (outstanding since October 2019)
- (d) Potholes Generally
Cllr Moran advised that all of the potholes reported to him by SWTC (through the work of Cllr Roberts and public consultation) had been forwarded to Essex Highways for further consideration and anticipated inclusion in any future programme of works
- (e) Museum Street Crossing
No further update at this present time. Members noted the update from the September 2020 meeting as being: (extract from September 2020 minutes):
It was noted that this matter remains unresolved and unreconciled and there is a Town Council belief that the plans submitted by SWTC are appropriate and could be implemented; this is potentially disputed by ECC. Cllr Moran undertook to progress further and agreed to arrange a meeting with ECC Highways Officers and Engineers to bring this matter to a conclusion
- (f) Covid-19 Road Closures/General Covid information
Cllr Moran noted that ECC continues to monitor and advise on Covid restrictions and that worryingly, the local infection rate was rapidly increasing.
- (g) Audley End Road
Cllr Moran noted the Town Council's request for 30mph was being progressed and is now with ECC Legal Team
- (h) Bollard at The Old Sun Inn
Cllr Moran noted this request had been previously refused by the Local Highways Panel (LHP) and it was unusual to resubmit refused requests; however, on this occasion a resubmission had already been made. Cllr Moran committed to progressing this further through the LHP process and he would ensure that decision-makers were aware of the interest in the property from The National Trust. He further undertook to arrange an on-site meeting so that ECC Engineers could ascertain and understand first hand what the problem was and identify appropriate remedy. Cllr Moran noted that the current LHP programme for 2020/21 was committed thus any possible works would have to be met from the 2021/22 budget (anticipated cost of approximately £40,000).

Cllr Porch requested details of the previously refused LHP report, including the Engineer's report; Cllr Moran advised he would try to obtain copy of same for sharing with SWTC.
- (i) High Street Paving
No further update at this present time
- (j) Windmill Hill Rumble Strips
Cllr Moran advised that the installation of rumble strips down the hill into Saffron Walden would not be permitted due to the close proximity of residential dwellings

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FC 119-20	<p>Mayor's Communications</p> <p>The Town Mayor, Cllr Heather Asker, provided a resume of her activities over the past month</p>
FC 120-20	<p>To verify the Minutes of the Previous Meetings</p> <p>The minutes of the Full Council meeting held on 14th September 2020 were accepted as a true and accurate record of the meeting and were signed by the Mayor.</p>
FC 121-20	<p>Committee Minutes</p> <p>Council received and noted the minutes from the following Committee meetings:</p> <ul style="list-style-type: none"> • Planning and Road Traffic 10th September (approved minutes) • Planning and Road Traffic 24th September (draft minutes) • Finance and Establishment 21st September 2020 (draft minutes) • Assets and Services 28th September 2020 (draft minutes)
FC 122-20	<p>Town Councillor Vacancy - Little Walden Ward, Saffron Walden</p> <p>It was Resolved:</p> <p>To note the details as contained within the agenda and that a valid request for an election had been received by UDC; the vacancy may not therefore be filled until an election may be held (anticipated May 2021)</p>
FC 123-20	<p>Update on Saffron Walden Neighbourhood Plan</p> <p>It was Resolved:</p> <p>To note details as contained within the agenda</p>
FC 124-20	<p>Town Council Accommodation</p> <p>Council noted the imminent move of staff from Emson Close to the Council Chamber and Committee Room in the Town Hall and thanked staff for all of their hard work and commitment in achieving this move in a relatively short time period. The specific skills and competencies of the Operations Team were noted, recognising that the use of in-house staff and skill sets had saved considerable sums of money over the cost of engaging external contractors</p>
FC 125-20	<p>Reports from other Meetings</p> <p>There were no reports</p>
FC 126-20	<p>Additional Forthcoming Meetings</p> <p>Remembrance Day Parade: The Town Clerk updated Council on current plans and</p>

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	<p>preparations for Remembrance Day, noting the inability to host a large event or gathering under the current Covid-19 restrictions. She reported that in a changing environment, it was possible that details of any activity may change and thus could not be confirmed at the present time. The public message is clear and that is to encourage people to stay at home, step on to their doorstep at 11:00am and spend 2 minutes in silence with their neighbours. The gathering of people at the war memorial is actively discouraged.</p>
FC 127-20	<p>Urgent Information Items</p> <p>The Town Clerk was requested to further progress the Town Council's correspondence regarding planning matters with UDC</p>
FC 128-20	<p>Date and time of Next Meeting(s)</p> <p>Full Council meeting to be held on Monday 9th November 2020 at 7.30pm by Zoom</p>

The Mayor closed the meeting at 8.22pm