

## 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 9<sup>th</sup> November 2020** at 7.30pm

### **Present (remotely via Zoom)**

**Councillors:** Asker (Town Mayor), De Vries, Eke, Freeman, Gadd, Hawke-Smith, Light, McLellan, Millward, Porch, Roberts, Toy

**Officers:** Lisa Courtney (Town Clerk) | Mr David Broomfield (RFO)

**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 129-20	<b>Apologies for absence</b>  Apologies were received and accepted from Cllrs Coote, Fairhurst and Frost
FC 130-20	<b>Declarations of Interest</b>  Cllrs Asker, De Vries, Eke, Freeman and Light declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC)
FC 131-20	<b>Public Speaking Time</b>  There were no matters arising
FC 132-20	<b>County Councillor Update</b>  Cllr Moran was present and provided the following updates: <b>(a) Bollards at The Old Sun Inn</b> Cllr Moran advised he has resubmitted the request to the Local Highways Panel (LHP) and held “robust” conversations with ECC Highway Engineers and Officers regarding the appropriateness and need for works to be carried out.  Cllr Porch further requested copies of the previous engineers’ reports and validations; Cllr Moran advised these were not available for review. Cllr Moran was confident that the request will progress to the LHP validation stage imminently whilst noting concerns regarding the potential impact of any proposed works on nearby cellars. Cllr Moran has requested ECC Engineers to be creative in any proposed remedy and advised he would speak further with the ECC Cabinet Member for heritage to request their support for the proposed bollard works.

Signed as a true and accurate record .....

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**(b) ECC Cycling Officer**

Members expressed grave concern and frustration at the lack of response from ECC regarding cycling initiatives and opportunities previously submitted by the Town Council to ECC. It was noted that a meeting with the ECC Cycling Officer had been requested over 13 months ago and the delay in progression was totally unacceptable. Town Councillors were keen to submit a formal complaint regarding the lack of response or focus on the Town Council's requests and requested details from Cllr Moran on how this matter could be remedied.

Cllr Moran advised he would progress with the ECC Cabinet member for highways and that he (Cllr Moran) would also raise this matter at an ECC highway surgery. He agreed that the lack of response to the Town Council's submissions was unacceptable and endeavoured to progress at the earliest opportunity. Cllr Moran further noted the LHP will be reviewing its 2021/22 budget in January 2021 and that he would speak further to, and promote, the Town Council's cycling requests, especially those which could remain permanent following any temporary introduction during Covid-19.

Whilst Town Councillors were grateful for Cllr Moran's undertaking to progress this further, there remained grave concerns and worries that Saffron Walden Town Council appeared to be ignored and this was an unacceptable position; this especially frustrating given that a number of cycling initiatives had been recently progressed in Great Dunmow. Members were concerned that too little attention or focus was given to the Uttlesford area with efforts of ECC being concentrated in Colchester or Chelmsford. The matter remained unreconciled with Town Councillors feeling aggrieved and frustrated at the lack of response from ECC Cycling Officer/Department. It was agreed that Cllr Moran would establish a Zoom meeting with the relevant Cycling Officer at ECC and Town Councillors.

**(c) Potholes**

Cllr Freeman noted a number of considerably large potholes in Museum Street. Cllr Moran acknowledged these and advised he would progress the matter as a priority at ECC.

Cllr Light noted a number of potholes in Cromwell Road, Cllr Moran advised these were in the current schedule of works and would be repaired imminently.

**(d) Audley End Road – Reduction in speed limit**

Cllr Moran advised the process was now following a statutory legal procedure at ECC which would take approximately 6 months, this assuming no representations or objections are made.

**(e) Museum Street Crossing**

Cllr Eke progressed the onsite meeting previously requested, noting that it was possible to meet provided all complied with the Covid-19 requirements. He expressed concern that ECC Officers and Engineers had completed a desktop review and research in considering the problem and proposed remedy but in order to fully evaluate the situation, an on-site meeting was essential. Cllr Eke reminded all that there is no need to move utilities and expressed further concern that not all options or opportunities have been considered. Cllr Moran undertook to speak further with ECC Officers and where possible, to arrange an on-site meeting.

	<p><b>(f) Ashdon Road – Zebra crossing</b></p> <p>Members noted the completed works with thanks to ECC for progressing on this request. Cllr Moran thanked both SWTC and ECC staff for their help and support in achieving a positive solution to the pedestrian crossing problem in this area.</p>
FC 133-20	<p><b>Mayor’s Communications</b></p> <p>The Town Mayor, Cllr Heather Asker, provided a resume of her activities over the past month, focussing on:</p> <p>(a) Remembrance Day proceedings on Sunday 8<sup>th</sup> November held at the war graves in the cemetery. Cllr Asker noted whilst it was a much scaled down service with few attendees, it was a reflective and respectful service. She publicly thanked Saffron Walden residents for their compliance and understanding during the Covid-19 pandemic.</p> <p>(b) Go Fund Me Page – Cllr Asker noted there had been a problem with the fundraising page, raising funds for the Mayor’s charity Faircroft House CiC. Monies donated by the public had been inadvertently returned by the web host. Cllr Asker advised she would attempt to contact those individuals who had donated (that she was aware of) and would also issue a press release.</p>
FC 134-20	<p><b>To verify the Minutes of the Previous Meetings</b></p> <p>The minutes of the Full Council meeting held on 12<sup>th</sup> October 2020 were accepted as a true and accurate record of the meeting and were signed by the Mayor.</p>
FC 135-20	<p><b>Committee Minutes</b></p> <p>Council received and noted the minutes from the following Committee meetings:</p> <ul style="list-style-type: none"> <li>• Planning and Road Traffic 8<sup>th</sup> October 2020 (approved minutes)</li> <li>• Planning and Road Traffic 22<sup>nd</sup> October 2020 (draft minutes)</li> <li>• Finance and Establishment 19<sup>th</sup> October 2020 (draft minutes)</li> <li>• Assets and Services 26<sup>th</sup> October 2020 (draft minutes)</li> </ul>
FC 136-20	<p><b>Community Land Trust</b></p> <p>It was <b>Resolved:</b></p> <p>To note the details and update as contained within the agenda.</p>
FC 137-20	<p><b>Update on Saffron Walden Neighbourhood Plan</b></p> <p>It was <b>Resolved:</b></p> <p>To note details and update as contained within the agenda. Members thanked the Saffron Walden Neighbourhood Plan Steering Group for all of their hard work in writing and progressing the plan. Special thanks were given to Mrs Chloe Fiddy, the Town Council’s Planning and Projects Officer for her achievements and hard work.</p>

Signed as a true and accurate record .....

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FC 138-20	<p><b>Town Council Priorities</b></p> <p>Council received and noted the updated priority list as presented</p>
FC 139-20	<p><b>Accounts and Accounting Statements</b></p> <p>The RFO spoke further to the papers as presented to Council, advising of the following key points:</p> <ul style="list-style-type: none"> <li>(a) 100% of the precept for 2020/21 had now been received in full from UDC</li> <li>(b) The Council would receive the total annual rent of £24,000 from Nat West Bank as opposed to the budgeted £6,000</li> <li>(c) Income generally was down as a result of Covid-19, noting its impact on hall hiring and market rental. He further noted the buoyancy of the market and of the quick recovery in income levels</li> <li>(d) The TIC is generating a good, steady income in spite of the Covid-19 restrictions and mandatory closure. On line sales were proving especially effective and generating good income</li> <li>(e) The uniform is the only budget which has been excessively exceeded but that is in recognition that PPE equipment and clothing has been sourced from this budget</li> <li>(f) A draft 2021/22 budget would be presented to the Finance &amp; Establishment meeting in November 2020</li> </ul> <p>The RFO was thanked for his update to Council and for his continued diligence and effective management of the Council's finances</p>
FC 140-20	<p><b>Reports from other Meetings</b></p> <p>There were no reports</p>
FC 141-20	<p><b>Additional Forthcoming Meetings</b></p> <p>No meetings were advised or noted</p>
FC 142-20	<p><b>Urgent Information Items</b></p> <p>There were no matters arising</p>
FC 143-20	<p><b>Date and time of Next Meeting(s)</b></p> <p>Full Council meeting to be held on Monday 14<sup>th</sup> December 2020 at 7.30pm by Zoom</p>

The Mayor closed the meeting at 8.38pm