

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 April 2021** at 7.30pm

Present (remotely via Zoom)

Councillors: Asker, Coote, De Vries, Fairhurst, Freeman, Frost, Gadd, Hawke-Smith, Light, McLellan, Millward, Porch, Roberts, Toy

Officers: Lisa Courtney (Town Clerk), Terry Frostick (Operations Manager)

Public: Cllr Moran, Essex County Council

FC 200-21	<p>In Memory</p> <p>The Mayor asked those present to either stand or remain seated to observe a 1 minute’s silence in memory of His Royal Highness the Duke of Edinburgh Prince Phillip.</p> <p>At the request of Cllr Roberts the Mayor also asked those present to observe a 1 minute’s silence for Baroness Shirly Williams who had just passed away.</p>
FC 201-21	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllr Eke</p>
FC 202-21	<p>Declarations of Interest</p> <p>Cllrs Asker, Coote, De Vries, Fairhurst, Freeman and Light declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC)</p>
FC 203-21	<p>Public Speaking Time</p> <p>There were no questions arising</p>
FC 204-21	<p>County Councillor Update</p> <p>Cllr Moran was present and spoke to the following items:</p> <p>(a) Local Highway Panel Request (LHP)</p> <p>Cllr Moran advised that several of the Town Council’s requests were being progressed including:</p> <ul style="list-style-type: none">• Changes to the Traffic Regulation Order for the market• Speed limit at Audley End road

Signed as a true and accurate record

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	<ul style="list-style-type: none"> • Works to Church Street • Removal of street clutter (redundant street signs and furniture). Thanks were given to the Saffron Walden Initiative for their work in identifying redundant signage which will be used as the basis for any works • 20mph zone in Saffron Walden (this will take approximately 5-6 months to be implemented) <p>(b) High Street Paving Cllr Moran advised that ECC is commissioning the professional advice of an arboriculturist to help inform the most appropriate choice of surface dressing for any replacement paving in the High Street</p> <p>(c) Vaccination Rates Cllr Moran noted the enormous effort from all involved in vaccinating local residents and the positive take-up of vaccinations across the town. Cllr Toy enquired what steps ECC is taking to protect against a potential 3rd wave of Covid-19, which will potentially be exacerbated with the re-opening of retail and leisure services. Cllr Moran responded in noting these same concerns were recently expressed by Mr Mike Goggarty, Director of Public Health ECC, and plans are being initiated for a 3rd booster vaccination later in the year. Cllr Moran noted that ECC has sufficient funds and reserves set aside to deal with any financial implications arising from a further covid wave and has also guaranteed the wages of care workers who need to isolate.</p>
FC 205-21	<p>Mayor's Communications</p> <p>The Town Mayor, advised of the small wreath laying ceremony which took place on 21st March at 11am in Close Gardens. The wreath laying was in memory of those who died on HMS Lapwing.</p> <p>The Mayor spoke about the forthcoming Memorial Church service on Sunday 18th April 2021 at the Parish Church to Commemorate the life of His Royal Highness the Duke of Edinburgh Prince Phillip and to note those Councillors attending will be robed.</p>
FC 206-21	<p>To verify the Minutes of the Previous Meetings</p> <p>The minutes of the Full Council meeting held on 8th March 2021 were accepted as a true and accurate record of the meeting and were signed by the Mayor.</p>
FC 207-21	<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 Transport 11th March 2021 (approved minutes) • Planning and Transport 25th March 2021 (draft minutes) • Finance and Establishment 15th March 2021 (draft minutes) • Assets and Services 22nd March 2021 (draft minutes)

FC 208-21	<p>Policies to be reviewed and proposed to be re-adopted</p> <p>The Council noted and Resolved that the following policies are re-adopted on block and agreed the amendments as proposed:</p> <p>a) Code of conduct – no changes recommended</p> <p>b) Co-option policy – no changes recommended</p> <p>c) Financial Regulations – to amend paragraph 8.5 (p14) noting that the Town Council has an investment policy</p> <p>d) Investment policy – to delete the final sentence and replace with “<i>The Council may place £400,000 to £500,000 on a fixed term of six months</i>”</p> <p>e) Member officer protocol – no changes recommended</p> <p>f) Publicity and media policy – no changes recommended</p> <p>g) Safeguarding policy – amend contact details for SWTC</p> <p>h) Standing orders – to amend section 18 with figures relating to the revised estimates as per the Public Contracts Regulations 2015 (statutory amendment):-</p> <p>Para (f):</p> <p>£181,302 amend to £189,330 £4,551,413 amend to £4,733,252</p> <p>Para (g)</p> <p>£363,424 amend to £378,660 £4,551,413 amend to £4,733,252</p> <p>i) The Roles of Town Mayor and Leader – no changes recommended</p>
FC 209-21	<p>Nominations to the positions of Town Mayor, Deputy Town Mayor and Leader to serve from May 2021</p> <p>The Council Resolved unanimously all the following recommendations:</p> <p>Mayor and Deputy Mayor from May 2021 to serve for 1 year Nominations for the positions of both Mayor and Deputy Mayor for 2021/22 in accordance with the Council’s published policy “Mayoral Selection” policy.</p> <p>Nomination to Mayor: Cllr Richard Porch Nominated by Cllr Paul Gadd / Seconded by Cllr Patrick Hawke-Smith</p> <p>Nomination to Deputy Mayor: Cllr James De Vries Nominated by Cllr Paul Gadd / Seconded by Cllr Patrick Hawke-Smith</p>

	<p>Leader of the Council from May 2021 to serve for 2 years</p> <p>Nomination to Leader: Cllr Gadd Nominated by Cllr Patrick Hawke-Smith / Seconded by Cllr Dave McLellan</p> <p>All of the above nominations are nominations only and the election of all positions will be formalised at the Annual Meeting scheduled for Tuesday 4th May at 7pm</p>
FC 210-21	<p>Future Meetings</p> <p>The Clerk provided a summary of the current situation regarding part of the current Coronavirus Act which allows remote meetings. This portion of the Act is due to expire at midnight on 6th May 2021 and plans were being made for the return of face to face meetings. With regards to specific future meetings,</p> <p>The following was Resolved and agreed:</p> <p>(a) Full Council meetings and Committee Meetings</p> <p>Noted that from 7th May 2021, these meetings will need to take place face to face. Arrangements are in hand to ensure these meetings are held in a covid-secure manner with appropriate risk assessments and mitigation measures.</p> <p>(b) Annual Parish Meeting (meeting of the electors)</p> <p>Agreed to postpone this meeting for 2021 and to consider hosting an informal meet the Councillors gathering at a future suitable time when conditions allow.</p> <p>(c) Annual Meeting (commonly known as AGM)</p> <p>Agreed to bring this meeting forward from 10th May 2021 to Tuesday 4th May 2021 at 7pm. This will allow the meeting to be held virtually under the prevailing Coronavirus Act (expiring 7th May 2021)</p>
FC 195-21	Reports from other Meetings - No meetings reported
FC 196-21	<p>Additional Forthcoming Meetings</p> <p>Council was reminded of a forthcoming Affinity Water meeting regarding the softening of the Towns water supply; several Councillors indicated that they would attend.</p>
FC 197-21	Urgent Information Items - No matters were reported
FC ??-21	<p>Date and time of Next Meeting(s)</p> <p>The next meeting is scheduled for Tuesday 4th May 2021 commencing with the Annual Meeting at 7pm, followed by the Full Council meeting on conclusion of the Annual Meeting. Both meetings will take place remotely, using Zoom</p>

The Mayor closed the meeting at 8.45pm

Signed as a true and accurate record

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