

1 February 2006

Dear Councillor

SAFFRON WALDEN TOWN CENTRE MANAGEMENT WORKING GROUP

A meeting of the Saffron Walden Town Centre Management Working Group will be held in the Committee Room, Council Offices, London Road, Saffron Walden, on Wednesday 8 February 2006 at 4.00 pm.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

A G E N D A

- 1 Apologies for absence and declaration of interest.
- 2 Minutes of the meeting held on 3 June 2004 and notes of the informal meeting held on 9 December 2004 (attached).
- 3 Business arising.
- 4 Determine Terms of Reference
Decision on the objectives and reporting of the working group.
- 5 Pedestrian friendly measures in the Market Square – an update
Presentation by John Ready.
- 6 UDC Parking review
Presentation by Alex Stewart and discussion re parking issues in Saffron Walden.
Presentation by Sarah Seward on the parking questionnaire recently completed in Saffron Walden.
- 7 Signage
Status of the Tourism Signage Project – Elizabeth Blackie
Public Realm Strategy: summary of the work being carried out by QuBE
- 8 Trees in the High Street
Report from Matt Searle, Arboricultural Officer, Essex County Council.
- 9 Cycle Paths – Mike Hibbs

10 Any other items that the Chairman considers to be urgent

To:- Councillors P Boland, R F Freeman, M A Hibbs, **S C Jones**, A J Ketteridge and VJ T Lelliott.

Lead Officer: Sarah Seward

Committee Officer: Mick Purkiss