

**SAFFRON WALDEN TOWN CENTRE WORKING GROUP held at the  
COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN on 18 JULY  
2007 at 9.30 am**

Present: Councillor A D Walters – Chairman  
Councillors S Anjum, D G Perry, J A Redfern, H S Rolfe, P A  
Wilcock and A C Yarwood  
John Ready and Peter Riding – Saffron Walden Initiative  
Malcolm White – Saffron Walden Town Council

Officers Present: P Kennedy, S Locke and E O'Malley

**SW11 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor D J Sadler, Paul  
Garland, Jeremy Pine, Ron Pridham and Chris Stoneham

**SW12 MINUTES OF LAST MEETING HELD ON 28 JUNE 2007**

The minutes of the meeting on 28 June 2007 were agreed and signed by the  
Chairman subject to the addition of 'High Street - Pavement Repairs' as a final  
item in Minute SW10.

**SW13 BUSINESS ARISING**

**(i) Minute SW10 – High Street Pavement Repairs**

Peter Riding explained that at the 28 June meeting he had asked Members to  
note 30 photographs which showed that the pavement on the High Street was  
no longer being repaired with paving slabs and that tarmac was being used  
instead.

The Chairman explained that as Chris Stoneham of Essex Highways had  
been away on holiday at the time he had written to him and on his return to  
the office had replied that it had been necessary to remove a number of slabs  
within the area as a result of the ongoing problem with the tree routes causing  
slabs to rise creating tripping hazards for pedestrians. A number of accident  
claims had been received due to trip hazards caused by the paving slabs  
which meant that a flexible material had to be used to replace the surface.

Malcolm White, (SWTC) asked Members to note that in past the town council  
had frequently requested that Essex Highways pollard the trees in the High  
Street which would restrict tree route as this was the cause of the problem.  
The Chairman advised Members he would follow this up with Essex Highways  
personally. Peter Riding pointed out that not all photos related to areas under  
trees, but tarmac had been used consistently to repair the High Street's  
surface.

**SW14 NO WAITING SIGNS 'AT ANY TIME' – PROGRESS ON REMOVAL**

The Chairman distributed a copy of the email sent by Chris Stoneham which explained that the order was being prepared to start removing some of the signs. The order allowed plates to be removed in conservation areas, and the first phase would concentrate on removing the single plates and posts from Bridge Street, High Street, Castle Street, Church Street, Museum Street, Castle Hill, Common Hill, George Street and Hill Street. The email explained that due to changes in the contract and working practices it would be necessary to obtain details of the underground services for those signs and this would delay when the work was started on the ground.

**SW15 SWAN MEADOW CAR PARK SIGNS – PROGRESS OF CHANGE OF WORDING**

The Chairman asked Members to note the email sent by Chris Stoneham which detailed the progress of the signage at Swan Meadow. He explained that arrangements were currently underway to amend the signs to reflect that the car park was for both short and long stay use. At Present a design of each sign was being prepared so an order could be placed with the contractor.

**ACTION:** Chairman to arrange a meeting with Chris Stoneham, Essex CC Highways to discuss and move forward matters detailed in SW13, SW14 and SW15 above.

**SW16 DECISION OF SAFFRON WALDEN TOWN COUNCIL – SPECIAL MEETING REGARDING OUTLINE PROPOSALS FOR THE MARKET SQUARE**

Malcolm White reported that Saffron Walden Town Council had agreed at the special meeting regarding outline proposals fro the Market Square that in conjunction with Uttlesford District Council they would set up a public consultation process in which the four feasible options can be put to the public for consultation.

The four schemes being: -

1. The Saffron Walden Initiative proposed scheme
2. The possibility of one additional day of pedestrianisation, 10 am – 4 pm
3. The possibility of six day pedestrianisation, 10 am – 4 pm
4. Status quo

Peter Riding offered to produce a survey from local businesses if required. Members questioned how the public consultation would be determined and asked for clear project plan/terms of reference for the consultation before it took place. This would determine who would be involved and would allow the Group to have an idea of which businesses/members of the public were consulted. They requested that if a public exhibition was to take place then a press release should go to local papers advertising the event.

**RESOLVED** that a project brief/terms of reference be prepared by Malcolm White (SWTC) and be brought back to the Saffron Walden Town Centre Working Group within the next three weeks, before work starts on the consultation, for discussion/agreement.

**SW17 LITTER AND STREET CLEANING**

No items this meeting but to be kept on the agenda.

**SW18 ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT**

**(i) Essex Funding – Market Square Project**

Pamela Kennedy explained to the Group that she had been advised by Essex County Council that the £70,000 funding was still in the pot at Essex County Council and this would be confirmed by Chris Stoneham of Essex County Council; however this was only allocated to the Saffron Walden Initiative proposed scheme. If this did not go ahead then the funding would be lost and it could not be used for another market square project.

**(ii) Hill Street Improvement**

Peter Riding asked the Group to continue to pursue the Essex Highways to agree to the proposed plans, so it could be brought back to this Committee for recommendation to move forward.

**(ii) Swan Meadow Parking Advertisement**

Councillor Redfern questioned whether advertising should take place now rather than wait for the new signs to be erected. The Chairman said that he thought it essential before the new signs to be put in place.

The meeting ended at 10.30am