

TheTown Hall  
Market Street  
Saffron Walden  
CB10 1HZ

Tel: 01799 516501



## **Agenda Assets & Services Committee**

To Committee Members: Councillors Asker, A Coote, De Vries, Freeman (Chair), Frost, Light, McLellan, Porch and Roberts

You are summoned to attend a MEETING of the ASSETS & SERVICES COMMITTEE of SAFFRON WALDEN to be held in The Town Hall.

Date: Monday 28<sup>th</sup> February 2022 commencing at 7.30pm to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters

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### **Meetings and the Public**

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk). For background papers in relation to this meeting please contact [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk) or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting. If at the meeting, please approach the Officer present to make yourself known.

Please note that due to necessary Covid19 mitigation measures, admission to the meeting may be restricted as room capacity is currently limited. Members of the public will be admitted on a first come first served basis and the meeting room will be open to the public from approximately 7.20 pm. The capacity for each meeting will include the staff and Councillors present and members of the public will be permitted to the maximum capacity of the room. Members of the public are requested to wear a face mask at all times and sit in the seats designated for the public. If you would like more information about how the Town Council has made the meeting arrangements as Covid secure as possible please contact the Town Clerk.

### **Facilities for people with disabilities**

The Council Offices has facilities for wheelchair users, including lifts and toilets.

### **Fire/emergency evacuation procedure**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

### **For information about this meeting please contact the Town Council:**

Telephone: 01799 516501

Email: [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk)

General Enquiries – The Town Hall, Market Street, Saffron Walden, CB10 1HZ

Website: [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk)

### **Recording of meetings**

Meetings will be recorded where practicable and possible to do so.

### **General Data Protection Regulations (GDPR) 2018:**

For details of the Town Council's Privacy Notice, please visit our website: <http://saffronwalden.gov.uk/policies/>



**Lisa Courtney, Town Clerk**

23<sup>rd</sup> February 2022

1	<b>Apologies for absence</b> To receive apologies and consider requests for approved absence.
2	<b>To receive any Declarations of Interest</b> Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	<b>Minutes of the last meeting of the Assets &amp; Services Committee</b> To verify and approve the Minutes of the A & S Committee meeting of 24 <sup>th</sup> January 2022

4	<p><b>Public Speaking Time</b></p> <p>For the public or press to ask questions of the Committee on matters relating to the agenda.</p>
5	<p><b>Town Centre Consultation</b></p> <p>Phase two of the road closure consultation has now closed and the two attached reports detail the results received with further analysis and recommendations. Committee is requested to consider the content and recommendations made within the reports.</p>
6	<p><b>Abbey Homes – Little Walden Road</b></p> <p>Following the January committee meeting SWTC Officers have confirmed with Abbey Homes, that we will not take on the Public Open Space as there are no monetary contributions.</p> <p>An extract of the January minutes is below for reference (A &amp; S 017-22) -</p> <p><i>Regarding the Abbey Homes, Little Walden Road site it was noted that the application was won on appeal and there is no S106 obligation to transfer the land to SWTC or any contributions. The developer has however advised they would transfer the POS to SWTC but confirmed there would be no lump sum contribution – Committee resolved unanimously that we should not take on the POS without a lump sum because it would set a precedent on past, present and future developments</i></p>
7	<p><b>Concession trading on Saffron Walden Common</b></p> <p>Committee to receive an update report regarding the issuance of licences for concessional trading on The Common. The report contains recommendations for future progression of this matter.</p>
8	<p><b>Transfer of land at Lime Avenue and Tudor Park from Persimmon Homes to SWTC</b></p> <p>To note that the transfer of land was completed on Thursday 17<sup>th</sup> February 2022 with all legal documents resting with the Town Council’s solicitors. This transfer has regrettably taken considerable time, largely due to the developer failing to meet outstanding obligations. The Town Council and its community has held Persimmon to account and we are delighted that Persimmon has now concluded all of its works and the land is now in the ownership/management of Saffron Walden Town Council.</p> <p>Some works continue at Lime Avenue, these are being carried out by Persimmon Homes (access is granted via a licence from SWTC). These works are all at Persimmon’s own cost, they are connecting the weeper pipes from some residents (those that have requested it) to the mains foul sewerage; this is an extra requirement negotiated by the Town Council with Persimmon Homes on behalf of local residents.</p>
9	<p><b>Refurbishment of Anglo-American Play Area and new Splash Park</b></p> <p>To receive a written report being an update on work of the Working Group and the consultation on proposals</p>

10	<p><b>Area Fronting Close Gardens</b></p> <p>To receive a verbal update on works carried out to date and the continuance of a plan to bring this area to an improved standard</p>
11	<p><b>Half Term Events</b></p> <p>To receive a written update on events held over the half term holiday in the Town Hall. These were all organised by SWTC staff, funded through The Welcome Back Fund.</p>
12	<p><b>Council Chamber Furniture</b></p> <p>To note the attached report and recommendation as to whether SWTC dispose of the old table and chairs.</p>
13	<p><b>Planning Application at Catons Lane Football Club</b></p> <p>Committee is requested to formally receive and note advice, under the Town and Country Planning Act 1990, from Saffron Walden Town Football Club that a planning application has been submitted to UDC for proposed alterations to the previously consented scheme. The planning application is in accordance with the information and plans as considered by this Committee at its December 2021 meeting (recorded under Min Ref A &amp; S 124-21).</p> <p>The changes proposed are to change the internal layout, to create two “FA Compliant” changing rooms for senior and youth football teams and two officials (referees) changing rooms. The expectation is that the SW Community Football Club would also use this new facility as the “permanent” changing rooms and toilets for the Lime Avenue pitches as well as SWTFC itself on Catons Lane.</p>
14	<p><b>Date and time of Next Meeting</b></p> <p>Monday 28<sup>th</sup> March 2022 at 7.30pm in The Town Hall, Saffron Walden</p>