

ASSET & SERVICES COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

MINUTES of the ASSETS AND SERVICES COMMITTEE MEETING in the Town Hall, Saffron Walden.

Date of meeting: Monday 23rd May 2022 at 7.30pm

Present: Councillors de Vries, Freeman, Frost, Light and McLellan

Officers: Lisa Courtney, Town Clerk and Terry Frostick, Operations Manager

Public: None

A & S 054-22	Election of Committee Chair Cllr de Vries nominated Cllr McLellan, seconded by Cllr Frost. There being no other nominations, Cllr McLellan was elected as Committee Chair for 2022-23
A & S 055-22	Election of Deputy Committee Chair Cllr McLellan nominated Cllr Frost, seconded by Cllr de Vries. There being no other nominations, Cllr Frost was elected as Committee Chair for 2022-23
A & S 056-22	Apologies for absence Apologies were received and accepted from Cllrs Coote, Porch, Roberts and Toy.
A & S 057-22	Declarations of Interest Cllrs de Vries, Freeman and Light declared non-pecuniary interests as District Councillors for Uttlesford District Council.
A & S 058-22	Minutes of the last meeting of the Assets & Services Committee 25.04.2022 The minutes of the last Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair
A & S 059-22	Public Speaking Time There were no questions or matters arising from the public.
A & S 060-22	Bridge End Gardens Update Committee noted the report and asked for a breakdown of the Bridge End Garden spend to be presented to the next meeting.

<p>A & S 061-22</p>	<p>Town Hall Side Works</p> <p>Committee noted the report and passed on their thanks to the Operatives Team.</p>
<p>A & S 062-22</p>	<p>Town Hall Lift Replacement</p> <p>Committee noted the report, addressing queries raised by Members regarding lift accessibility to the third floor. It was noted that to take the lift to the 3rd floor would be too costly and would derive little benefit given the limited access to the 3rd floor (changing rooms).</p> <p>The Operations Manager explained the different types of lift and noted the tender had been advertised on Contract Finder (in accordance with legislative requirements) and it had attracted 8 quotations. Committee considered the reports as presented, noting the recommendation to award the contract to Curti Lifts for a total of £49,975 (& VAT) as per their quotation dated 13.4.22. It was Resolved:</p> <p>To enter into a contract with Curti Lift as per their quotation, to include entering into a service agreement for ten years (following the 12 months warranty), to ensure continued upkeep, maintenance and warranty cover for the lift. It was further noted that works were scheduled for February 2023, being the earliest date available to effectively close the Town Hall, allowing for completion of works.</p>
<p>A & S 063-22</p>	<p>Urgent Information Items</p> <p>No urgent information items were raised.</p>
<p>A & S 064-22</p>	<p>Date and time of Next Meeting</p> <p>27th June 2022 at 7.30pm in the Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 7.50pm.