

TheTown Hall
Market Street
Saffron Walden
CB10 1HZ

Tel: 01799 516501



Agenda Assets & Services Committee

To Committee Members: Councillors Coote, de Vries, Freeman, Frost, Light, McLellan (Chair), Porch, Roberts and Toy.

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

Date: Monday 24th April 2023 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

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. For background papers in relation to this meeting please contact 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.

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

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

Website: 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

19th April 2023

1	Apologies for absence To receive apologies and consider requests for approved absence.
2	To receive any Declarations of Interest 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	Minutes of the last meeting of the Assets & Services Committee To verify and approve the Minutes of the A & S Committee meeting of 27.03.2023
4	Public Speaking Time For the public or press to ask questions of the Committee on matters relating to the agenda.
5	Anglo-American Play Area Refurbishment Committee to receive a verbal update regarding the play area refurbishment works at Anglo-American Play Area.

6	<p>SWTC Coronation Events</p> <p>Committee is asked to note and circulate the SWTC Coronation Events poster which will be published separate to the agenda.</p>
7	<p>Urgent Information Items</p> <p>Any items to verbally report for information only.</p>
8	<p>Date and time of Next Meeting</p> <p>26th May 2023 at 7.30pm in the Town Hall, Saffron Walden</p>
9	<p>Confidential Item – Exclusion of Press and Public (Part II meeting)</p> <p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.</p>
10	<p>Release of Covenants</p> <p>Committee to consider the attached report detailing information that has come to light from residents.</p>
11	<p>Market Pitches</p> <p>To consider the attached report regarding the lease of a Market Pitch and steps going forward.</p>