

ASSET & SERVICES COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

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

Date of meeting: Tuesday 30th May 2023 at 7.30pm

Present: Councillors Ahmed, Curtis, Eke, Frost, Hawke-Smith, Jones, McLellan and Porch.

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

	As the outgoing Committee Chair, Cllr McLellan opened the meeting
A&S 049-23	<p>Election of Committee Chair</p> <p>Cllr Hawke-Smith nominated Cllr Frost, this was seconded by Cllr Eke. Cllr Frost accepted the nomination, and no other nominations were proposed.</p> <p>It was resolved Cllr Frost would be the Committee Chair for 2023/24.</p>
A&S 050-23	<p>Election of Deputy Committee Chair</p> <p>Cllr McLellan nominated Cllr Hawke-Smith, this was seconded by Cllr Ahmed. Cllr Hawke-Smith accepted the nomination, and no other nominations were proposed.</p> <p>It was resolved Cllr Hawke-Smith would be the Deputy Committee Chair for 2023/24.</p>
A & S 051-23	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Asker and Freeman.</p>
A & S 052-23	<p>Declarations of Interest</p> <p>Cllr Ahmed declared a non-pecuniary interest as a District Councillor for Uttlesford District Council</p>
A & S 053-23	<p>Minutes of the last meeting of the Assets & Services Committee 24.04.2023</p> <p>The minutes of the last Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.</p>
A & S 054-23	<p>Public Speaking Time</p> <p>There were no questions or matters arising from the public</p>

A & S 055-23	<p>Common Footpath</p> <p>Committee noted the bottom footpath of the Common (running parallel to the Slade, and alongside the play area) requires remedial repair works, which are anticipated to be carried out circa September 2023, acknowledging the lead time with materials and the contractor's availability.</p>
A & S 056-23	<p>Coronation Events</p> <p>Committee noted the written report attached to the agenda, detailing the Town Council Coronation weekend activity and events.</p>
A & S 057-23	<p>Saffron Walden Town Council Upcoming Activities</p> <p>Committee noted the written report attached to the agenda, detailing the schedule of upcoming Town Council events, markets and bookings.</p>
A & S 058-23	<p>Assets of Community Value (ACV)</p> <p>Committee noted ACV status has been re-granted for a period of five years to: Allotment Gardens, Crocus Fields, Windmill Hill Allotments, Grove Lawn Tennis Club (Saffron Walden), Saffron Walden Golf Course and Fairy Croft House.</p>
A & S 059-23	<p>Bad Wildungen Visit</p> <p>Committee noted the report attached to the agenda detailing the schedule for the upcoming Bad Wildungen visit taking place this August (Saffron Walden's Twin Town).</p>
A & S 060-23	<p>Art Installation at Jubilee Gardens</p> <p>Committee noted the written report attached to the agenda detailing the proposed art installation at Jubilee Gardens. It was Resolved:</p> <p>To approve the recommendation as per the report and to support the project.</p>
A & S 061-23	<p>Proposed Sensory Garden</p> <p>Committee noted the written report attached to the agenda detailing the proposed sensory garden installation at Jubilee Gardens. It was Resolved:</p> <p>To approve the recommendation as per the report and to support the project.</p>
A & S 062-23	<p>Public Open Space Transfer – at Radwinter Road, Saffron Walden (Linden Homes site)</p> <p>Committee noted the public open space transfer at the Linden Home site is progressing and SWTC officers are liaising with Uttlesford District Council and the developer to ensure the POS is satisfactory before transfer to SWTC.</p>

	<p>The transfer includes a commuted lump sum of circa £596,232.52 for 20 years maintenance of the sites POS (excluding the three sustainable drainage systems which will remain with a separate management company for maintenance). Noting the monies must be ear-marked for use at this site only for its future maintenance. It was Resolved:</p> <p>To note the transfer of the public open space and money and to give thanks to the Operations Manager and Committee Clerk for their progression of this matter.</p>
<p>A & S 063-23</p>	<p>Urgent Information Items</p> <p>(a) Committee noted the Anglo-American Play Area refurbishment has encountered delays with the contractor, once complete a formal opening will take place.</p> <p>(b) Committee noted the Kier site off Thaxted Road was granted planning permission by the Planning Inspectorate with little contribution towards community or public open space facilities.</p>
<p>A & S 064-23</p>	<p>Date and time of Next Meeting</p> <p>Noted and agreed as being 26th June 2023 at 7.30pm in the Town Hall, Saffron Walden.</p>

The Chairman closed the meeting at 8.40pm