

ASSET & SERVICES COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

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

Date of meeting: 25th July 2022 at 7.30pm

Present: Councillors McLellan (Chair), Roberts and Toy

Officers: Georgia Arnold, Committee Clerk & Office Administrator and Terry Frostick, Operations Manager

A & S 077-22	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Coote, de Vries, Freeman, Frost, Light and Porch</p>
A & S 078-22	<p>Declarations of Interest</p> <p>No declarations of interest were raised.</p>
A & S 079-22	<p>Minutes of the last meeting of the Assets & Services Committee 26.07.2022</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 080-22	<p>Public Speaking Time</p> <p>There were no questions or matters arising from the public</p>
A & S 081-22	<p>Feedback</p> <p>Committee noted the recent feedback received from members of the public which included:</p> <ul style="list-style-type: none"> • A couple who married in the Town Hall and held their reception at Bridge End Gardens. Committee were glad to hear this feedback and were pleased to see weddings and receptions being booked in the Town Hall and Bridge End Gardens again post Covid. • Public have noted how pleased they are to see the wildflower plant pot outside the Tourist Information. Committee were grateful to hear this from members of the public.
A & S 082-22	<p>Bridge End Gardens</p> <p>Committee noted the expenditure report which was requested in a previous meeting. However, it was agreed it was not necessary for this committee and expenditure is relayed to the Finance and establishment committee.</p>

<p>A & S 083-22</p>	<p>SWTC Events and Activities Update</p> <p>Committee noted the written update from the events & activities officer and were pleased to see the upcoming events in the summer holidays. Notably that all the activities are free and those on low incomes have the opportunity to claim free food vouchers as a result of a successful bid made by SWTC to the Essex Activate fund.</p>
<p>A & S 084-22</p>	<p>The Queen's Green Canopy Plaque</p> <p>Committee unanimously agreed to buy a Royal British Legion Plaque which would be installed at Lime Avenue were the trees were planted by SWTC and volunteers last Autumn.</p>
<p>A & S 085-22</p>	<p>Urgent Information Items</p> <p>Councillors discussed the confidential item raised at the July Full Council meeting noting that it is a large project where staffing must be considered. The Operations Manager explained all SWTC projects and assets will be maintained effectively and staffing is being reviewed.</p>
<p>A & S 086-22</p>	<p>Date and time of Next Meeting</p> <p>Noted and agreed as being 26th September 2022 at 7.30pm in the Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 8 pm