

ASSET & SERVICES COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

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

Date of meeting: 19th December 2022 at 7.45pm

Present: Councillors de Vries, Freeman, Light, McLellan (Chair) and Roberts

Officers: Lisa Courtney, Town Clerk
Terry Frostick, Operations Manager
Colette Kerr, Events and Activities (E&A) Officer

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| A & S 114-22 | <p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Coote, Porch and Toy.</p> |
| A & S 115-22 | <p>Declarations of Interest</p> <p>Cllrs de Vries, Freeman and Light declared a non-pecuniary interests as District Councillors for Uttlesford District Council</p> |
| A & S 116-22 | <p>Minutes of the last meeting of the Assets & Services Committee</p> <p>The minutes of the 24.10.22 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.</p> |
| A & S 117-22 | <p>Public Speaking Time</p> <p>There were no questions or matters arising from the public</p> |
| A & S 118-22 | <p>SWTC Events</p> <p>Committee noted the written report provided by the E&A officer which detailed the recent SWTC events that have taken place over the past few months.</p> <p>Committee passed on their thanks to the E&A officer and all SWTC staff for their efforts with these successful events.</p> |
| A & S 119-22 | <p>Market Feedback</p> <p>Committee noted the recently received positive feedback from a charity who took part in the Saffron Walden Market.</p> |

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| A & S 120-22 | <p>Barclays</p> <p>Committee noted the letter from the CEO at Barclays regarding his recent visit to the Town Hall.</p> |
| A & S 121-22 | <p>Essex Playing Fields Awards</p> <p>Committee noted the recently received awards for the SWTC managed open spaces and passed on their thanks to the operations team.</p> |
| A & S 122-22 | <p>Concession Policy</p> <p>Committee agreed to re-adopt the policy with a review date of October 2025.</p> |
| A & S 123-22 | <p>The Ford, Bridge End Gardens</p> <p>Committee considered installation of a sign at the Bridge End Gardens Ford.</p> <p>It was resolved to install signage to indicate a warning of the ford and direction to the bridge by the cricket club. This signage should only be erected once advice had been sought from SWTCs health and safety advisory for confirmation.</p> |
| A & S 124-22 | <p>Anglo-American Playing Fields – Play Area Refurbishment</p> <p>Committee noted that the play area refurbishment works are scheduled for early 2023.</p> |
| A & S 125-22 | <p>Former Natwest Bank / Numbers 3 and 5 Market Place</p> <p>Committee noted the written report detailing the operational progress on site. Noted that a site visit for Councillors would be arranged.</p> |
| A & S 126-22 | <p>Youth Budget Update and Youth Consultation Results</p> <p>The E&A Officer presented the written report regarding the partnership work with the Youth Outreach Project, which was noted by Committee.</p> |
| A & S 127-22 | <p>Urgent Information Items</p> <p>Committee passed on their thanks to the Operations Manager for notifying Councillors earlier that day with information regarding salt bins (SWTC manage most of the yellow salt bins in Saffron Walden and they have been re-filled).</p> |
| A & S 128-22 | <p>Date and time of Next Meeting</p> <p>Noted and agreed as being 23rd January 2023 at 7.30pm in the Town Hall, Saffron Walden.</p> |

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| A&S 129-22 | Confidential Item – Exclusion of Press and Public (Part II meeting) 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. |
| A&S 130-22 | Update Herbert’s Farm Data Centre The Operations Manager provided a verbal update regarding the Herbert’s Farm Data Centre project which was noted by Committee. |

The Chairman closed the meeting at 9.15 pm

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