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 29th January 2024 at 7.30pm

Present: Councillors Asker, Ahmed, Hawke-Smith (deputy chair), Jones, McLellan and Porch.

Officers: Georgia Arnold, Deputy Town Clerk and Terry Frostick, Operations Manager

A & S 001-24	**Apologies for absence** Apologies were received and accepted from Cllrs Curtis, Eke, Freeman and Frost (chair).
A & S 002-24	**Declarations of Interest** Cllrs Asker and Ahmed declared non-pecuniary interests as District Councillors for Uttlesford District Council.
A & S 003-24	**Minutes of the last meeting of the Assets & Services Committee 18.12.2023** The minutes of the 18.12.2023 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.
A & S 004-24	**Public Speaking Time** There were no questions or matters arising from the public
A & S 005-24	**Assets of Community Value** Committee noted the following outcome of SWTC's ACV applications: a) Cross Keys – successful, ACV status acquired. b) Saffron Hotel – unsuccessful, ACV status denied due to primary use being hotel rather than public house.
A & S 006-24	**Jubilee Hub Partnership / Services Update** Committee noted the written report presented, as a way of update regarding the Jubilee Hub works and programme. Thanks was passed to the officers and partners involved.
A & S 007-24	**Jubilee Hub Lease** Committee noted, the variation of the Jubilee Hub lease between SWTC and UDC has been varied to expire in 16 years and allows commercial letting of the house (which will require refurbishment works, which is allocated within the 2024/25 budget and works are progressing by SWTC officers).

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A & S 008-24	**Jubilee Gardens West Bank** Committee considered the written report detailing the proposed works to the west bank in Jubilee Garden to create an additional sitting area. It was noted awarded grant monies could support the funding. **Committee resolved to**: Support the proposed works utilising the awarded grant monies and municipal garden ear marked reserve.
A & S 009-24	**SWTC 2024 Events & Activities Save the date** Committee noted the 'save the date' advert attached to the agenda and thanked officers.
A & S 010-24	**Tuesday Market** Committee noted the written report detailing the Tuesday Market is becoming much quieter with shoppers, likely due to the weather. Committee noted the recommendations in promoting the Tuesday market, engaging in a local love your market campaign, creating a market branding and offering a rebate in rent for traders who come every Tuesday in February. **Committee unanimously resolved:** To support the officer recommendations within the report and to offer a half rate reduction in rent for regular traders who attend every Tuesday market in February, the rebate will be made in March.
A&S 011-24	**Urgent Information Items** No urgent information items were raised.
A&S 012-24	**Date and time of Next Meeting** 26 February 2024 at 7.30pm in the Town Hall Saffron Walden
A&S 013-24	**Confidential Item – Exclusion of Press and Public (Part II meeting)** Resolved 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. **The following items are confidential due to their commercially sensitivity.**
A&S 014-24	**SWTC Storage Depot** Committee considered the written report and its recommendations. It was unanimously resolved to support the recommendations presented.

The Chairman closed the meeting at 8.30 pm

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