

**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 26 June 2023 at 7.30pm

**Present:** Councillors Curtis, Eke, Freeman, Frost (Chair), Hawke-Smith, Jones, McLellan and Porch

**Officers:** Georgia Arnold, Committee Clerk and Terry Frostick, Operations Manager

A & S 065-23	<b>Apologies for absence</b>  Apologies were received and accepted from Cllrs Asker and Ahmed
A & S 066-23	<b>Declarations of Interest</b>  Cllr Freeman declared a non-pecuniary interest as District Councillor for Uttlesford District Council
A & S 067-23	<b>Minutes of the last meeting of the Assets &amp; Services Committee 30.05.2023</b>  The minutes of the last Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.
A & S 068-23	<b>Public Speaking Time</b>  There were no questions or matters arising from the public
A & S 069-23	<b>Jubilee Hub (formerly known as the Garden Room)</b>  Committee noted and received the written update on the community work taking place at the Jubilee Hub, this work is being carried out by SWTC, UCAN and Enterprise East CIC in a partnership to resurrect the community services available to residents.
A & S 070-23	<b>Youth Outreach Project – Quarterly Update</b>  Committee noted and received the written update on the Youth Outreach Project work taking place in Saffron Walden, noting this update is a requirement of the service level agreement between SWTC and Youth Outreach Project.
A & S 071-23	<b>St Mary’s Church Clock</b>  The Operations Manager spoke further to the written report attached to the agenda, noting the Church clock chiming mechanisms have stopped working due to a recent lightening strike. It was noted the clock is owned by SWTC, the required works cost £3070 net and SWTC does not have an existing ear-marked reserve (EMR) for this work.

	<p>Committee resolved to:</p> <ul style="list-style-type: none"> <li>• To carry out the works now, utilising monies from the Action Plan initiatives EMR. Noted in the officer report, per the Financial Regulations, viring of EMRs will need to be approved by Full Council at the July Council meeting.</li> <li>• These monies would then need to be replaced in the 2024/25 budget along with recognising the need to set aside future monies in the EMR for any future repairs to the clock. This will be considered by the 2024/25 budget working group.</li> </ul>
<p>A &amp; S 072-23</p>	<p><b>Urgent Information Items</b></p> <p>There were no matters arising</p>
<p>A &amp; S 073-23</p>	<p><b>Date and time of Next Meeting</b></p> <p>Noted and agreed as being Monday 24<sup>th</sup> July 2023 at 7.30pm in the Town Hall, Saffron Walden.</p>

The Chairman closed the meeting at 8.05pm