

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 27 January 2025 at 7.30pm

Present: Councillors Abercrombie, Curtis, Eke, Freeman, Hawke-Smith (Chair), Jones, McLellan and Parker

Officers: Town Clerk and Operations Manager

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| A & S 001-25 | Apologies for absence Apologies were received and accepted from Cllrs |
| A & S 002-25 | Declarations of Interest Cllrs Asker, Freeman and Light declared non-pecuniary interests as District Councillors for Uttlesford District Council |
| A & S 003-25 | Minutes of the last meeting of the Assets & Services Committee 25.11.2024 The minutes of the 25.11.2024 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair. |
| A & S 004-25 | Public Speaking Time There were no questions or matters arising from the public |
| A & S 005-25 | Save the Date <ol style="list-style-type: none"> a. Committee received the written events update and save the date reports. Committee thanked staff and the Events Officer for the continued successful events. b. Committee noted there is no 2025/26 budget provision for VE Day or VJ Day, this was removed during the budget setting process by Council. Both VE and VJ day have national civic protocols, which historically SWTC has partaken in (most recently D-Day). Committee noted without the funding no activity can take place because it was removed from the budget. <ol style="list-style-type: none"> i. It was resolved: To attempt to seek external sponsorship or funding to cover the event and/or activities for VE and/or VJ Day inline with national guidance. |

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| A & S 006-25 | <p>Little Walden Road Play Area Update</p> <p>Committee noted the following:</p> <ul style="list-style-type: none"> a. The working group met and conducted a two week public consultation, to understand the likes and dislikes and age range of users. b. The consultation responses have informed a contract finder brief which expires on 29 January. c. On receipt of the quotes, the working group will reconvene to review the contractors and appoint a contractor – Committee approved the working group to appoint a contractor and an update will be presented at the February Committee meeting. d. Works are funded partially via the EMR and the successfully awarded grant monies with a total budget of £17,000 e. Delivery is anticipated by the end of March 2025. f. Cllr Curtis is the working group chair and will ensure residents of Little Walden are kept informed. g. Committee thanked the working group for the update and progress. |
| A & S 007-25 | <p>Land at Harris Yard</p> <p>Committee considered and discussed the written report regarding options to adopt land at Harris Yard from Vistry Homes.</p> <p>It was unanimously resolved: To recommend Full Council does not to adopt the land and to continue pursuing the landowner (Vistry) conducts remedial works on site.</p> |
| A & S 008-25 | <p>Update on Operational Works</p> <p>Committee received and supported the written update detailing progress on operational works. Committee thanked the Operations Manager and requested a bi-annual update.</p> |
| A & S 009-25 | <p>Potential Devolution of Assets from UDC</p> <p>Committee noted officers contacted Uttlesford District Council seeking without prejudice advice to discuss the future ownership of UDC's assets in Saffron Walden, Committee supported officers in progressing this work.</p> |
| A & S 010-25 | <p>Urgent Information Items</p> <p>There were no matters arising</p> |
| A & S 011-25 | <p>Date and time of Next Meeting</p> <p>Noted and agreed as being Monday 24 February 2025 at 7.30pm in the Town Hall Saffron Walden.</p> |

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| <p>A & S 012-25</p> | <p>Confidential Item – Exclusion of Press and Public (Part II meeting)</p> <p>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.</p> <p><i>Cllr Abercrombie left the meeting at 21.00.</i></p> |
| <p>A & S 013-25</p> | <p>Sporting and Community Land at Chase New Homes site (former Friends School)</p> <p>Committee received and considered the written report. It was resolved to support the recommendation.</p> |

The Chairman closed the meeting at 21.20pm