

TheTown Hall
Market Street
Saffron Walden
CB10 1HZ

Tel: 01799 516501



Agenda Assets & Services Committee

To Committee Members: Councillors Abercrombie, Ahmed (Deputy Mayor), Asker, Curtis (Deputy Chair), Eke (Mayor), Freeman, Hawke-Smith (Chair), Jones, McLellan, Parker and Porch.

You are summoned to attend a MEETING of the ASSETS & SERVICES COMMITTEE of SAFFRON WALDEN to be held in the Town Hall

Date: **Monday 28th April 2025** commencing at **7.30pm** to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.saffronwalden.gov.uk. For background papers in relation to this meeting please contact enquiries@saffronwalden.gov.uk or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting. If at the meeting, please approach the Officer present to make yourself known.

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If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

For information about this meeting please contact the Town Council:

Telephone: 01799 516501

Email: enquiries@saffronwalden.gov.uk

General Enquiries – The Town Hall, Market Street, Saffron Walden, CB10 1HZ

Website: www.saffronwalden.gov.uk

Recording of meetings

Meetings will be recorded where practicable and possible to do so.

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<http://saffronwalden.gov.uk/policies/>



Lisa Courtney, Town Clerk

23rd April 2025

1	Apologies for absence To receive apologies and consider requests for approved absence.
2	To receive any Declarations of Interest Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	Minutes of the last meeting of the Assets & Services Committee To verify and approve the Minutes of the A & S Committee meeting of 24.03.2025
4	Public Speaking Time For the public or press to ask questions of the Committee on matters relating to the agenda.
5	Youth Service Level Agreement a. To receive the end of year report from the Saffron Walden Youth Outreach Project b. To receive a copy of the SWTC Youth Survey Consultation Results c. To note the above reports which will inform the 2025/26 updated SLA and future activities.
6	A&S Youth Grant Application (Youth Grant Balance £4k) A grant request has been received from Enterprise East CIC, seeking £1k monetary costs toward the running of their weekly youth sessions. The request will be considered by the Youth Initiative Working Group (YIWG). The YIWG is an independent body, which assesses youth activities and needs against funding applications for young people, providing advice and guidance to SWTC on the suitability and validity of youth funding requests. At time of writing the Working Group has not yet met although an informal request to the group members has been requested.

7	VE Day Arrangements Attached are the promotional materials for the event for information, all councillors are invited to attend the activities and details will be circulated via email.
8	No 5 - Flat Roof Repairs To consider the report and recommendations as attached.
9	Urgent Information Items Any items to verbally report for information only
10	Date and time of Next Meeting Tuesday 27 th May at 7.30pm in the Town Hall, Saffron Walden