

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 April 2024 at 7.30pm

Present: Councillors Ahmed, Freeman, McLellan and Porch.

Officers: Lisa Courtney, Town Clerk and Terry Frostick, Operations Manager

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| A&S 040-24 | In the absence of the Chair it was agreed Cllr Freeman would chair this meeting. |
| A & S 041-24 | Apologies for absence Apologies were received and accepted from Cllrs Asker, Curtis, Eke, Hawke-Smith and Jones. |
| A & S 042-24 | Declarations of Interest Cllrs Freeman and Ahmed declared non-pecuniary interests as District Councillors for Uttlesford District Council |
| A & S 043-24 | Minutes of the last meeting of the Assets & Services Committee 25.03.2024 The minutes of the 25.03.2024 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair. |
| A & S 044-24 | Public Speaking Time There were no questions or matters arising from the public |
| A & S 045-24 | Shared Prosperity Fund (SPF) Markets Committee noted the written update detailing the works involved in progressing with the additional pop-up markets, funded via the UK Shared Prosperity Fund. Committee passed thanks the bookings officer for her report and leading on the project with the wider SWTC team. |
| A & S 046-24 | Weddings Update Committee noted the written update detailing the success of weddings in the Town Hall and bookings in Bridge End Gardens. |
| A & S 047-24 | Proposed new lighting at St Mary’s Church Saffron Walden – Public Consultation request for input from users of the Church Committee noted St Mary’s Church is holding a public consultation seeking feedback and comments on the proposal to replace and re-design the lighting in the church. |

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| A & S 048-24 | <p>Ear-Marked Reserve (EMR) Projection</p> <p>Committee noted the EMR projection proposals will be presented at a future committee meeting.</p> |
| A & S 049-24 | <p>Bridge End Garden</p> <p>Committee noted the written annual report as presented at the recent Friends of Bridge End Garden Annual General Meeting. Committee thanked the BEG Gardening Team for their continued efforts.</p> <p>In particular, Committee noted the decline (through use of the area and vandalism) of the hedge maze planted in 1984 and that it was common for such heavily used mazes to decline in such a manner. Professional advice was being sought regarding both short and longer-term solutions to both protect the hedge maze and bring it back into full use.</p> |
| A & S 050-24 | <p>Events and Activities 2023/24</p> <p>Committee noted the slides presented by the Events Officer at a breakfast club meeting and asked the Events and Bookings officer present similar at a future council meeting.</p> |
| A & S 051-24 | <p>Youth Work – Partnership Activities</p> <p>Committee noted a written report has been submitted to UDC seeking £10,000 of funding for youth work, the report was noted by committee.</p> |
| A & S 052-24 | <p>Depot Planning Application</p> <p>The Operations Manager noted the planning application for the Radwinter Road depot has not yet been determined by UDC.</p> |
| A & S 053-24 | <p>Crabtrees MUGA Lease</p> <p>Committee noted since the agenda was published the lease has since been signed by the third party,</p> |
| A & S 054-24 | <p>Urgent Information Items</p> <p>There were no matters arising</p> |
| A & S 055-24 | <p>Date and time of Next Meeting</p> <p>Noted and agreed as being Tuesday 28th May 2024 at 7.30pm in the Town Hall Saffron Walden.</p> |

The Chairman closed the meeting at 8.40pm