

**ASSET & SERVICES COMMITTEE**  
**SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the ASSETS AND SERVICES COMMITTEE MEETING in the Town Hall Saffron Walden.

**Date of meeting:** Tuesday 28<sup>th</sup> May 2024 at 7.30pm

**Present:** Councillors Asker, Eke, Hawke-Smith and McLellan.

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

**Public:** Mr Ian Wolter, regarding the Children of Calais structure (Min Ref A & S 062-24)

A&S 056-24	<p><b>Election of Chair 2024/25</b></p> <p>Cllr Asker proposed Cllr Hawke-Smith as Chair, this was seconded by Cllr McLellan and accepted by Cllr Hawke-Smith.</p> <p>Cllr Eke proposed Cllr Freeman this did not receive a seconder.</p> <p>It was unanimously resolved to appoint Cllr Hawke-Smith as the Committee Chair for 2024/25.</p>
A&S 057-24	<p><b>Election of Deputy Chair</b></p> <p>Cllr Asker proposed Cllr Freeman this did not receive a seconder.</p> <p>Cllr McLellan proposed Cllr Curtis, this was seconded by Cllr Eke.</p> <p>It was unanimously resolved to appoint Cllr Curtis as the Deputy Committee Chair for 2024/25.</p>
A & S 058-24	<p><b>Apologies for absence</b> - Apologies were received and accepted from Cllrs Ahmed, Curtis, Freeman, Jones and Porch.</p>
A & S 059-24	<p><b>Declarations of Interest</b></p> <p>Cllrs Asker declared non-pecuniary interest as a District Councillor for Uttlesford District Council and a non-pecuniary interest regarding Min Ref A &amp; S 064-24, Saffron Walden Youth Outreach Project as this was one of her chosen Mayoral charities.</p>
A & S 060-24	<p><b>Minutes of the last meeting of the Assets &amp; Services Committee 29.04.2024</b></p> <p>The minutes of the 29.04.2024 Assets &amp; Services Committee meeting were accepted as a true and accurate record and signed by the Chair.</p>
A & S 061-24	<p>It was agreed to bring forward agenda item 7, the Children of Calis Dorset House Garden.</p>

Signed as a true and accurate record .....  
Minutes of Assets & Services Committee May 2024

<p>A &amp; S 062-24</p>	<p><b>Children of Calais Dorset House Garden</b></p> <p>Committee noted the Children of Calais structure was installed in Dorset House Garden six years ago and a fundraising team is being formed seeking to re-cast the structure in bronze.</p> <p>A representative of the fundraising team and the sculptor, Mr Ian Wolter, spoke further explaining re-casting the current temporary structure will make it a permanent feature and the project would cost circa £70k and thus a fund-raising group is being formed as a CiC to apply for external funding.</p> <p>Councillors queried what would happen if enough money was not raised (being unspent donations). It was advised the monies would be returned, assuming funds would mostly be corporate and/or grant sponsors. Councillors suggested the CIC has a back up plan if the project is not completed to perhaps donate the money raised to arts and culture initiatives.</p> <p>Councillors noted the current sculpture is insured by SWTC, once bronze casted the insurance costs would increase, and the representative would provide SWTC with the indicative costings for future consideration.</p> <p>It was unanimously <b>Resolved</b>: In principle to support the project.</p>
<p>A &amp; S 063-24</p>	<p><b>Artificial Christmas Tree</b></p> <p>Committee considered the written report attached to the agenda, detailing the officer recommendation to purchase an artificial Christmas Tree for the Market Square, acknowledging the reduced costs, maintenance and waste associated with a real tree.</p> <p>It was confirmed the memorial baubles could still be tied to the tree and the costs would be absorbed as part of the current Christmas light contract.</p> <p>It was <b>Resolved</b>: To purchase an artificial tree for the remainder of the current Christmas Light contract.</p>
<p>A &amp; S 064-24</p>	<p><b>Youth Outreach Project (YOP)</b></p> <p>Committee noted the update on the agenda detailing Uttlesford District Council is seeking to form a youth strategy and until this is concluded it is uncertain whether UDC will continue to fund the youth programme.</p> <p>It was unanimously <b>Resolved</b>:</p> <ol style="list-style-type: none"> <li>a. To fund YOP for a further three months (July-September 2024).</li> <li>b. Request YOP attend the July Assets Committee meeting and further consider how SWTC can most appropriately support youth services.</li> </ol>
<p>A &amp; S 065-24</p>	<p><b>Urgent Information Items</b> - There were no matters arising</p>
<p>A &amp; S 066-24</p>	<p><b>Date and time of Next Meeting</b> - Noted and agreed as being 10 June 2024 at 7.30pm in the Town Hall Saffron Walden.</p>

The Chairman closed the meeting at 9pm