

TheTown Hall  
Market Street  
Saffron Walden  
CB10 1HZ

Tel: 01799 516501



## **Agenda Assets & Services Committee**

To Committee Members: Councillors Ahmed (Deputy Mayor), Asker, Curtis (Deputy Chair), Eke (Mayor), Freeman, Hawke-Smith (Chair), Jones, McLellan 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 24th June 2024** 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

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### **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](http://www.saffronwalden.gov.uk). For background papers in relation to this meeting please contact [enquiries@saffronwalden.gov.uk](mailto: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.

### Facilities for people with disabilities

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### Fire/emergency evacuation procedure

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](mailto:enquiries@saffronwalden.gov.uk)

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

Website: [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk)

### Recording of meetings

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

### General Data Protection Regulations (GDPR) 2018:

For details of the Town Council's Privacy Notice, please visit our website:  
<http://saffronwalden.gov.uk/policies/>



**Lisa Courtney, Town Clerk**

19 June 2024

1	<b>Apologies for absence</b> To receive apologies and consider requests for approved absence.
2	<b>To receive any Declarations of Interest</b> 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	<b>Minutes of the last meeting of the Assets &amp; Services Committee</b> To verify and approve the Minutes of the A & S Committee meeting of 28.05.2024
4	<b>Public Speaking Time</b> For the public or press to ask questions of the Committee on matters relating to the agenda.
5	<b>Tudor Park Rewilding</b> To consider the attached written report regarding the future grass cutting regime at Tudor Park.

6	<p><b>Strategic Public Open Space S106 Monies</b></p> <p>Committee is asked to consider the attached written report, detailing potential project plans for the S106 monies from the Linden Homes development.</p> <p>This money cannot currently be spent because the S106 specifies it must be spent on land, which is outside of SWTC's control, the developer is minded to allow the money to be spent elsewhere but wishes to see a project proposal.</p> <p>This report should also consider agenda item 7 below.</p>
7	<p><b>Splash Park</b></p> <p>Committee is asked to consider the attached written report, detailing the working group findings and recommendations. Officers will also provide a verbal update on recent progressions of this project.</p> <p>This report should also consider agenda item 6 above.</p>
8	<p><b>Glass Panel Town Hall</b></p> <p>As noted by Full Council at the June meeting, committee is asked to consider whether to pursue with installation of a glass panel door in the Town Hall.</p> <p>Whilst hirers are using the committee room and/or council chamber, typically the back door remains open. Installation of a glass door would support safety of the building and retain heat for the upper floors of the Town Hall.</p> <p>Officer's Recommendation:</p> <ul style="list-style-type: none"> <li>(a) To note the details as contained within this agenda</li> <li>(b) To authorise Officers to progress with listed building consent, on the basis that this will not incur any direct costs save for staffing time in submitting the application</li> <li>(c) Subject to (b) above and any planning permissions being granted/refused, to note the matter will return to a future A &amp; S Committee meeting. At this time, a costed project plan will be presented for committee's consideration.</li> </ul>
9	<p><b>Blue Plaque</b></p> <p>Committee is asked to consider whether SWTC should progress with seeking installation of a blue plaque to mark the Rose and Crown fire.</p> <p>There is currently no capacity for this project, however, should it be determined to progress this can be factored into future working schedules and to form part of Council's core priorities.</p>
10	<p><b>Urgent Information Items</b> Any items to verbally report for information only</p>
11	<p><b>Date and time of Next Meeting</b> 22 July 2024 at 7.30pm in the Town Hall Saffron Walden</p>