

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 23rd June 2025 at 7.30pm

Present: Councillors Curtis, Freeman, Jones and Porch (Chair).

Officers: Town Clerk and Operations Manager

A & S 056-25	Apologies for absence Apologies were received and accepted from Cllrs Abercrombie, Asker, Ahmed, Reeve and Shotropa.
A & S 057-25	Declarations of Interest Cllr Freeman declared a non-pecuniary interest as District Councillor for Uttlesford District Council. Cllr Porch declared non-pecuniary interest regarding Min Ref A&S 063-25 (Youth Grant), as a member of the Youth Initiatives Working Group.
A & S 058-25	Minutes of the last meeting of the Assets & Services Committee 27.05.2025 The minutes of the last Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.
A & S 059-25	Public Speaking Time There were no questions or matters arising from the public.
A & S 060-25	War Memorial, Saffron Walden It was Resolved: (a) To receive and note the report (b) Not to appeal the decision, having due regard to the advice from the War Memorials Trust. (c) To appoint a Metal Conservator to assess the condition of the bronze plaques and conduct remedial works if required. (d) To consider reallocation of the EMR monies at the July Committee meeting
A & S 061-25	Roof Works It was unanimously Resolved: (a) To note the contents of the report

	(b) To carry out roof and wall works as required, subject to works being within the EMR budget of £49k. (c) To thank the Operations Manager for his oversight of this project
A & S 062-25	Fountain Works, Market Square It was Resolved: To note the contents of the report, including the additional costs in discharging conditions
A & S 063-25	A&S Youth Grant Application from Creative Walden for £974 It was Resolved: To award the grant of £974, as per details within the grant application
A & S 064-25	Jubilee House and Hub update It was Resolved: To note the update report as presented
A & S 065-25	Saffron Walden Town Council Allotments It was Resolved: (a) To note the update report as presented; (b) To support the work of the Operations Manager in serving notice to unkempt allotments, and to thank him for his progression of allotment administration
A & S 066-25	Uttlesford DC allotments It was Resolved to: (a) Note the contents of the report; (b) Consider any transfer of allotments to SWTC from UDC as a whole and integral part of any asset transfer and as part of any devolution programme and; (c) To request immediate transfer of the site at Radwinter Road given the proximity to the cemetery – where this is feasible.
A & S 067-25	Urgent Information Items There were no matters arising
A & S 068-25	Date and time of Next Meeting Noted as Monday 28 July at 7.30pm in the Town Hall, Saffron Walden

The Chairman closed the meeting at 8.20pm