

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 28 July 2025 at 7.30pm

Present: Councillors Asker, Ahmed, Curtis, Freeman, Jones, Porch (Committee Chair), Reeve.

Officers: Town Clerk and Operations Manager

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| A & S 069-25 | Apologies for absence Apologies were received and accepted from Cllrs Abercrombie and Shotropa. |
| A & S 070-25 | Declarations of Interest Cllrs Asker, Ahmed, Freeman and Reeve declared non-pecuniary interests as District Councillors for Uttlesford District Council |
| A & S 071-25 | Minutes of the last meeting of the Assets & Services Committee (23.06.2025) The minutes of the 23.06.2025 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair. |
| A & S 072-25 | Public Speaking Time There were no questions or matters arising from the public. |
| A & S 073-25 | Youth Provision – interim report It was Resolved: To receive the written report regarding youth provision and confirmed the future reporting dates. |
| A & S 074-25 | Jubilee Gardens – potential installation of steps It was Resolved: That the Operations Manager would conduct preliminary works and report back to a future A&S meeting, reviewing what works could be conducted by the Operations Team. |

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| <p>A & S 075-25</p> | <p>Strategic Public Open space S106 Monies Working Group (Linden Homes) Update</p> <p>It was Resolved: To note the first Working Group meeting is taking place this week.</p> |
| <p>A & S 076-25</p> | <p>Jubilee Hub Kitchen</p> <p>It was Resolved: To note the kitchen is ready for use and the operational detail is being co-ordinated. Kitchen sessions are due to take place Mondays and Wednesdays between 12-14.00 providing an affordable food offering to the community. Officers were thanked for their progression of this.</p> |
| <p>A & S 077-25</p> | <p>Urgent Information Items</p> <p>There were no matters arising</p> |
| <p>A & S 078-25</p> | <p>Date and time of Next Meeting</p> <p>Noted and agreed as being Monday 22 September 2025 at 7.30pm in the Town Hall Saffron Walden</p> |

The Chairman closed the meeting at 8pm