

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 24 November 2025 at 7.30pm

Present: Councillors Asker, Ahmed, Curtis, Freeman and Porch (Chair)

Officers: Town Clerk and Operations Manager

A & S 110-25	Apologies for absence Apologies were received and accepted from Cllrs Jones and Reeve. Absent Cllrs Abercrombie and Shotropa.
A & S 111-25	Declarations of Interest Cllrs Asker, Ahmed, Freeman declared non-pecuniary interests as District Councillors for Uttlesford District Council. Cllr Porch declared a non-pecuniary interest as a trustee of the Youth Outreach Project.
A & S 112-25	Minutes of the last meeting of the Assets & Services Committee 27.10.2025 The minutes of the 27.10.2025 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.
A & S 113-25	Public Speaking Time There were no questions or matters arising from the public
A & S 114-25	Chase New Homes – Former Friends School Playing Fields - Sports Provision Committee received and discussed the written report and recommendations regarding the potential adoption of the sports provision at the Former Friends School Playing Field site. Resolved: (a) To note the public open space (school site) is not offered to SWTC and will be offered to a future Management Company (b) To hold in abeyance any determination regarding the offering of the former swimming pool, subject to a site visit and a structural engineer's report (c) To note the public open space (playing fields site) is not offered to SWTC and will be offered to a future Management Company (d) To recommend to Full Council, not to adopt the sports pitches, clubhouse, and woodland.

A & S 115-25	Youth Report Committee received and noted the quarterly update report (May-August 2025) from the SW Youth Outreach Project for information.
A & S 116-25	Gold Street Footpath Committee noted: (a) SWTC has received several reports of the uneven footpath between Waitrose Car Park and Gold Street Surgery (due to the tree roots lifting the path). (b) The land is unregistered with Land Registry. (c) SWTC Officers have met with representatives of Gold Street and the neighbouring housing estate – jointly acknowledging the need to conduct works to the path and to establish future ownership of the footpath (d) SWTC has submitted a tree removal applications to UDC It was Resolved : to note and support actions taken to date and that a further report will be presented regarding ownership once additional information is received
A & S 117-25	Market T&Cs Resolved : To adopt the Market Terms and Conditions with amendments proposed.
A & S 118-25	CCTV Policy Resolved : To adopt the CCTV Policy as proposed.
A & S 119-25	Urgent Information Items There were no matters arising
A & S 120-25	Date and time of Next Meeting Monday 15 th December at 7.30pm in the Town Hall, Saffron Walden

The Chairman closed the meeting at 8.20pm