

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 3rd November at 10.30am**

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

Officers: Town Clerk and Operations Manager

A & S 110-25	Apologies for absence Apologies were received and accepted from Cllrs Abercrombie, Freeman and Reeve Absent Cllr Shotropa
A & S 111-25	Declarations of Interest Cllrs Asker and Ahmed declared non-pecuniary interests as District Councillors for Uttlesford District Council
A & S 112-25	Public Speaking Time There were no questions or matters arising from the public.
A & S 113-25	Urgent Information Items No items were reported
A & S 114-25	Date and Time of Next Meeting 24 November 2025 at 7.30pm in the Town Hall, Saffron Walden
A & S 115-25	Confidential Item – Exclusion of Press and Public (Part II meeting) It was Resolved that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
A & S 116-25	Jubilee House Report Committee received the report, debating the merits of future refurbishment of the property. It was Resolved:

	To recommend that Council undertakes the future repair and refurbishment of Jubilee Hub House, subject to reconciliation of the following queries/actions: (a) Confirmation of the current break clause (b) Certainty on the process for reclaiming VAT arising from the refurbishment costs (c) Identification of any covenants/restrictions on the existing lease from UDC (d) That further correspondence be sent to UDC requesting the freehold transfer of this asset to SWTC and that all UDC Ward Councillors be informed of this request It was noted that the above recommendation would in the first instance be presented to the next F&E Budget Sub-Committee, scheduled for Friday 7th November.
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The Chairman closed the meeting at 8.30pm