

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 February 2026 at 7.30pm

Present: Councillors Asker, Ahmed, Curtis, Freeman, Porch and Shotropa

Officers: Town Clerk, Operations Manager and Cemetery & Admin Officer

Public: x3 representatives of Dig It

A & S 015-26	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Abercrombie, Jones and Reeve.</p>
A & S 016-26	<p>Declarations of Interest</p> <p>Cllrs Asker, Ahmed and Freeman declared non-pecuniary interests as District Councillors for Uttlesford District Council</p>
A & S 017-26	<p>Minutes of the last meeting of the Assets & Services Committee 26.01.2026</p> <p>The minutes of the 26.01.2026 Assets & Services Committee meeting were accepted as a true and accurate record and signed by the Chair.</p>
A & S 018-26	<p>Public Speaking Time</p> <p>There were no questions or matters arising from the public</p>
A & S 019-26	<p>Crocus Fields Allotments</p> <p>Committee received a presentation from representatives of Dig It, regarding their proposals for their allotment plot at Crocus Fields, along with a covering SWTC Officer report detailing the works conducted so far.</p> <p>It was resolved:</p> <p>To support continuance of the project, subject to the following conditions:</p> <ol style="list-style-type: none"> a) Further development of the plot will not be permitted without express permission from SWTC and AEE in advance of any works being undertaken; b) The revised allotment agreement allowing for the new pond must be approved by all interested parties and signed before the plot is opened to visitors or user-groups. c) The revised allotment agreement will include: <ol style="list-style-type: none"> i. A requirement that Dig It must provide SWTC with its Public Liability Insurance documents, risk assessments and any other Health & Safety documents associated with the pond.

	<p>ii. Should Dig It cease their allotment tenancy, the added structures and features must be removed from the plot by Dig It, at their own expense.</p>
A & S 020-26	<p>A&S Youth Grant Application – (Youth Grant Balance £2026)</p> <p>Committee noted a grant request has been received from Young Carers Group, based in Fairycroft for £1000 monetary costs toward the running of the Sessions.</p> <p>Resolved: To award the grant of £1000 toward running costs.</p>
A & S 021-26	<p>Youth Provision: SWTC & Youth Outreach Project Service Level Agreement</p> <p>Committee noted:</p> <ul style="list-style-type: none"> a) SWTC officers have launched the 2026 Youth Survey, a requirement of the 25-26 SLA with the SWYOP and will visit Saffron Walden County High School students. b) The survey results will be presented at the March committee meeting to inform any future SLA and SWTC youth delivery c) SWYOP will provide its end of year report (25-26) at the April 2026 Committee meeting <p>Resolved:</p> <ul style="list-style-type: none"> d) To provide in principle support of renewing SWTCs Service Level Agreement with the SWYOP for 26-27, subject to documents for presentation at the March meeting
A & S 022-26	<p>Skate Park Update</p> <p>Committee considered the report regarding the Skate Park Working Group progress.</p> <p>Resolved: To delegate senior officers with authority and responsibility to appoint a contractor and to conclude the skate park works, provided this work is conducted alongside and with the appointed working group and within the budget parameters as established through the S106 agreement</p>
A & S 023-26	<p>S106 – Linden Homes Money</p> <p>Committee received a verbal update from officers, regarding the S106 situation</p>
A & S 024-26	<p>Urgent Information Items</p> <p>Committee members were reminded of the Town of Culture photoshoot booked for Wednesday 25th February 2026 at 10.00am</p>
A & S 025-26	<p>Date and time of Next Meeting</p> <p>Noted as Monday 23rd March 2026 at 7.30pm in the Town Hall Saffron Walden</p>

The Chairman closed the meeting at 8.10pm