

TheTown Hall
Market Street
Saffron Walden
CB10 1HZ

Tel: 01799 516501



Agenda Assets & Services Committee

To Committee Members: Councillors Abercrombie, Asker, Ahmed (Mayor), Curtis, Freeman (Leader), Reeve, Jones, Shotropa and Porch.

You are summoned to attend a MEETING of the ASSETS & SERVICES COMMITTEE of SAFFRON WALDEN to be held in the **Town Hall, Saffron Walden**

Date: **Monday 23rd March 2026** commencing at **7.30pm** to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters

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Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.saffronwalden.gov.uk. For background papers in relation to this meeting please contact enquiries@saffronwalden.gov.uk or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting. If at the meeting, please approach the Officer present to make yourself known.

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For information about this meeting please contact the Town Council:

Telephone: 01799 516501

Email: enquiries@saffronwalden.gov.uk

General Enquiries – The Town Hall, Market Street, Saffron Walden, CB10 1HZ

Website: www.saffronwalden.gov.uk

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<http://saffronwalden.gov.uk/policies/>



Lisa Courtney, Town Clerk

18 March 2026

1	Apologies for absence To receive apologies and consider requests for approved absence.
2	To receive any Declarations of Interest Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	Minutes of the last meeting of the Assets & Services Committee To verify and approve the Minutes of the A & S Committee meeting of 23.02.2026
4	Public Speaking Time For the public or press to ask questions of the Committee on matters relating to the agenda.
5	Climate Change & Environment Working Group - Quarterly update To receive the attached update report for the period December 2025-February 2026 for information as reported to the Working Group at its March meeting. As noted in the report, pupils from Dame Bradbury's School may be in attendance.

6	<p>Youth Provision: SWTC & Youth Outreach Project Service Level Agreement</p> <p>Committee is asked to note and consider the following:</p> <p>As noted at the February meeting:</p> <ol style="list-style-type: none"> a. SWTC officers launched the 2026 Youth Survey, a requirement of the 25-26 SLA with the SWYOP, the survey is now closed and the results are attached for information. b. Committee provided in principle support to renew the Service Level Agreement for 2026-27. <p>Committee is asked to consider formal renewal of the SLA for 2026-27, the survey results will inform the revised agreement.</p>
8	<p>A&S Youth Grant Application – (Youth Grant Balance £1026)</p> <p>A grant request has been submitted from Buffy Bus Play Bus toward their summer sessions. Committee is asked to consider the grant request (application to follow separate to agenda).</p>
9	<p>Cemetery Rules and Regulations</p> <p>To consider the attached proposed Cemetery Rules & Regulations – these have been updated and revised by SWTC Officers.</p>
10	<p>Operations Work Update</p> <p>To receive a written update report on operations work for information.</p>
11	<p>Skate Park Update</p> <p>Further to the February written update report, the tender period for has now closed, the working group will reconvene to review the design submissions and appoint a contractor in the coming weeks.</p>
12	<p>Asset Devolution</p> <p>To receive a verbal update on recent communication with UDC regarding the Town Council’s request for the transfer of assets.</p>
13	<p>Urgent Information Items</p> <p>Any items to verbally report for information only</p>
14	<p>Date and time of Next Meeting</p> <p>Monday 27th April at 7.30pm in the Town Hall, Saffron Walden</p>