

The Town Hall
Market Street
Saffron Walden
CB10 1HZ

Tel: 01799 516501



Agenda Assets & Services Committee

To Committee Members: Councillors Abercrombie (Deputy Mayor), Asker, Brett, Curtis (Mayor), Freeman (Leader), Hawke-Smith, Reeve, 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 28th September 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

Recording of meetings

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



Lisa Courtney, Town Clerk

23 September 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 27.07.2026
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 June-August 2026 for information as presented to the working group at its September meeting.

6	Policies for review (a) Filming and photography – proposed amendments in red text (b) Signage – no changes proposed (c) Volunteers – no changes proposed (d) Market licensing – no changes proposed
7	Youth Provision Update – Service Level Agreement with SW Youth Outreach Project Attached is the written Youth Provision update, in relation to the Service Level Agreement (SLA) between SWTC and Saffron Walden Youth Outreach Project (YOP) – fulfilling funding evaluation requirements to Uttlesford District Council (UDC). This report provides updates for the period May-August 2026. <i>At the May A&S Meeting the following was resolved (A&S 057-26)</i> a. <i>To progress with a visit to the youth services at Haverhill Town Council</i> b. <i>To collate known information regarding services available for NEET young people and bring this forward in a future report to Committee.</i> John Starr, Senior Youth Worker will be in attendance to provide further details and information relating to the SW Youth Outreach Project
8	Jubilee Hub Survey Officers have re-launched a user survey, seeking the views and opinions from users of the Jubilee Hub services. Responses from this consultation will help to inform the future direction, improve the offering and services delivered from Jubilee Hub. Committee is asked to support the promotion of the survey available online https://saffronwalden.gov.uk/news/jubilee-hub-consultation-2026/ closing Friday 30 October 2026.
9	Radwinter Road Linden Homes site The S106 monies for the Linden Homes Radwinter Road site have now been paid. Committee is requested to note the following information: (a) Officers are reviewing the resourcing, and equipment needs to best manage the site, ensuring current and future needs are well-equipped. (b) Adverts for a new Operative are anticipated in October 2026, with a start date in January 2027
10	Gold Street Path Works As noted at the November 2025 and June 2026 Committee meetings, SWTC has undertaken felling of the Elm tree behind Waitrose car par, allowing for the remodelling of the path to the Gold Street Surgery. These works were undertaken following requests from members of the public and on the grounds of public health and safety, given the number of falls and trips on this footpath. Works were further carried out with the full knowledge and support of neighbouring properties and Uttlesford District Council.

	For information, remodelling of the footpath works are currently underway, and completion is anticipated by the end of September. The land is unregistered and officers will liaise with neighbouring partners to ascertain the feasibility of SWTC seeking future ownership of the land.
11	Culvert Works Committee is requested to note the following information: It is anticipated quotes regarding works to the culvert will be received in October. On receipt, a full update will be provided to Committee at a future meeting for consideration, aligning with the Full Council's resolution September 2026.
12	SWTC Registration of Title for The Fish Market Committee is requested to note the following information: The legal registration for the above has been successfully completed.
13	Urgent Information Items Any items to verbally report for information only
14	Date and time of Next Meeting Monday 23rd October at 7.30pm in the Town Hall, Saffron Walden