

ASSET & SERVICES COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Thursday 19th December 2019** at 7.30pm

Present: Councillors Asker (from Min Ref A & S 117-19), Freeman, Gadd (Chair), Light, McLellan, Roberts

Officers: Lisa Courtney, Town Clerk | Terry Frostick, Operations Manager

Members of the public: None present

A & S 112-19	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs A Coote, De Vries, Frost</p>
A & S 113-19	<p>Declarations of Interest</p> <p>Cllrs Freeman and Light declared generic non-pecuniary interests as members of Uttlesford District Council</p>
A & S 114-19	<p>Minutes of the last meeting of the Assets & Services Committee</p> <p>The minutes of the Assets & Services Committee meeting held on 25th November 2019 were accepted as a true and accurate record and signed by the Chair.</p>
A & S 115-19	<p>Public Speaking Time</p> <p>There were no questions arising</p>
A & S 116-19	<p>Tourist Information Centre (TIC) – Standing Item</p> <p>Committee received and noted the report and thanked the TIC staff.</p>
	<p>Cllr Asker arrived at the meeting, providing apologies for late arrival</p>
A & S 117-19	<p>Lime Avenue Open Space</p> <p>Committee received a verbal update from the Town Clerk and Operations Manager who noted that the primary delay now lies with the legal transfer and associated process, noting that the pitches were largely now to the required specification. It was Resolved:</p> <p>That the Clerk writes to the Chief Executive of Persimmon Homes and to the author of a recent critical review of Persimmon, providing a precise of the problems and queries to date in transferring the land to SWTC. Further that this letter includes a request for the Chief Executive to intervene in this process.</p>

Signed as a true and accurate record

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A & S 118-19	<p>Tudor Park</p> <p>Committee received a tabled report and verbal update from the Town Clerk and Operations Manager regarding the freehold transfer of the LEAP to SWTC. Officers reported on the outstanding queries regarding the transfer of the SuDs which sits under the LEAP. Officers noted that the SuDS had not previously been identified as part of the freehold transfer to SWTC and that the management of these should sit with Anglian Water being the competent water authority. It was noted that drawing Nos 43362/C/40/Rev A and 43362/C/42/Rev A evidenced ownership of manholes and associated pipework with all evidence that those within the LEAP are the responsibility of Anglian Water and to therefore suggest that the SuDs is transferred to SWTC would be contrary to the planning permission and associated drawings.</p> <p>The Committee was presented with three options being:</p> <ol style="list-style-type: none"> (1) To take over the freehold responsibility of the LEAP, excluding the SuDS – this option accords with plans and drawings and is in line with the S106 agreement; (2) A 3rd party takes over the freehold responsibility of the LEAP with SWTC undertaking to manage the LEAP under licence, or a similar agreement - under this provision, SWTC would not accept any responsibility for the SuDS; (3) Do nothing- SWTC would decline the freehold transfer of the LEAP. On this basis, it is likely that the land would be transferred to the existing on-site Management Company. <p>It was Resolved:</p> <p>That Officers be authorised to proceed with Option 1</p>
A & S 119-19	<p>Letter regarding closure of matter relating to criminal damage of a CCTV camera</p> <p>Committee noted the contents of the letter with thanks</p>
A & S 120-19	<p>Works to the Town Culvert</p> <p>Committee received a verbal update from the Town Clerk and Operations Manager, noting that negotiations are ongoing with Essex County Council and the Environment Agency regarding a Memorandum of Understanding to cover the replacement trash screen. Further that the trash screen replacement is due to commence February/March 2020.</p>
A & S 121-19	<p>Proposed Community Centre at Lime Avenue</p> <p>The Committee received a verbal update from Officers, noting the following:</p> <ol style="list-style-type: none"> (1) That a pre-application meeting has been requested with UDC Planning Officers and a response is awaited; (2) That discussions are ongoing with 3rd parties regarding funding opportunities;

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	(3) That the next Working Group meeting will be held in January 2020, specific date to be advised.
A & S 122-19	Events for 2020 Committee noted the report and endorsed the events as proposed. The Bookings Administrator was requested to liaise with St Mary's regarding bell-ringing requests for VE Day.
A & S 123-19	Urgent Information Items There was no urgent business. Cllr Light thanked all involved on the very successful tree planting day.
A & S 124-19	Date and time of Next Meeting Monday 27 th January 2020, 7.30pm Council Chamber, Town Hall, Saffron Walden
A & S 125-19	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 126-19	Land Availability for Community Facilities Committee received a verbal update from Officers regarding the availability of land for potential community usage, noting the declination from the landowner to transfer the land on a freehold or leasehold basis to the Town Council.

The Chairman closed the meeting at 8.30pm