

ASSET & SERVICES COMMITTEE**SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Tuesday 23rd April 2019** at 7.30pm

Present: Councillors Gadd (Chair), K Eden, S Eden, Freeman, Hibbs, Morris, Perry and Shah

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

Members of the public: Steve Roberts Crabtrees Residents' Association

A & S 581-19	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Coote (Freeman attended on his behalf), Fairhurst, Goddard and Perry (S Eden attended on his behalf)</p>
A & S 582-19	<p>Declarations of Interest</p> <p>Cllrs Fairhurst and Morris declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).</p>
	<p>With the Committee's approval, the Chair brought forward agenda item 10</p>
A & S 583-19	<p>Crabtrees Sports Fields</p> <p>Committee received a verbal update on problems and queries encountered during the Easter holidays at the sports field.</p> <p>Steve Roberts spoke on behalf of the Residents Association.</p> <p>It was Resolved (a) that the field should remain open during prescribed hours to allow for community access and that the field should be locked at night to prevent vandalism to the club's equipment and (b) that the Clerk was authorised to progress this and (c) that the matter should be reviewed in 5-6 weeks' time.</p>
A & S 584-19	<p>Public Speaking Time</p> <p>There were no questions arising from the public</p>
A & S 585-19	<p>Minutes of the last meeting of the Assets & Services Committee</p> <p>The minutes of the Assets & Services Committee meeting held on 25th March 2019 were accepted as a true and accurate record and signed by the Chair.</p>
A & S 586-19	<p>Planning Application 18/0824/OP (Kier – 150 dwellings on land adjacent to Thaxted Road)</p>

Signed as a true and accurate record

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	Committee noted the verbal updated on the Section 106 agreement for the above development, noting the sums of money agreed for community usage.
A & S 587-19	Tourist Information Centre (TIC) Committee noted the report presented by the TIC and expressed its thanks.
A & S 588-19	Landscaping maintenance equipment Committee noted the purchase of battery powered equipment for landscaping operatives. This is in line with the Council's environmentally friendly initiatives and projects.
A & S 589-19	Heritage Development Group Committee noted that the Heritage Development Group (an external organisation) has secured funding for information boards for the battle ditches and is now completing the specification for the boards and will put the project out to tender using Contract Finder. A member of the group will arrange scheduled monument consent with Historic England. The Town Council will apply for planning consent when the specification is completed. As previously agreed, the Council will review and approve the specification and design of the boards.
A & S 590-19	Saffron Walden Culvert Committee noted that Essex County Council and the Environment Agency continue to review the opportunities for works at the culvert and have committed to keeping the Town Council informed of any progress.
A & S 591-19	Common Hill West Committee noted that an order has been placed for the replacement of the new footpath and associated works across Common Hill West. It is anticipated that works will be initiated imminently
A & S 592-19	Adult Exercise Equipment Committee noted that the members of the Working Group would be meeting with the preferred suppliers w/c 22 nd April 2019 with a view to confirming final quotes and then placing an order with the preferred supplier.
A & S 593-19	Opening of the Play Ground at The Common Committee received a verbal update and report on the successful opening of the new play are at The Common on Monday 15 th April 2019. Committee noted that two benches have been ordered and that should sponsors come forward additional spaces are available for benches.

Signed as a true and accurate record

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A & S 594-19	<p>Playground, Tudor Park, Ashdon Road</p> <p>Committee noted that officers have progressed the outstanding works at Tudor Park and as a result of this, Persimmon Homes will be installing a new roundabout to replace the broken one.</p> <p>The transfer of this land is now with respective solicitors and subject to all legal matters being addressed, the land will transfer to the Town Council.</p>
A & S 595-19	<p>Armed Forces Day – 29th June 2019</p> <p>Committee noted that Officers are progressing with plans and preparations for the Armed Forces Day. SWTC is preparing the Event Management Plan which will be shared with all participating bodies for review and comment; the Plan covers a multitude of factors concerning the organisation of such a large event including emergency procedures and evacuation in case of need.</p> <p>Committee recognised and acknowledged the significant amount of work entailed in being the lead body for this event.</p> <p>Cllr Eden advised that historically there had been a military covenant between UDC and Carver Barracks, setting aside funding for these such events and the Clerk was requested to ascertain further information regarding this matter.</p>
A & S 596-19	<p>Urgent Information Items</p> <p>There were no urgent information items.</p>
A & S 597-19	<p>Date and time of Next Meeting</p> <p>Tuesday 28th May 2019, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 8.25pm