

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

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Monday 25th February 2019** at 7.30pm

Present: Councillors Gadd (Chair), K Eden, Fairhurst, Goddard, Hibbs, Morris, and Perry

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

A & S 551-19	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Coote and Shah</p>
A & S 552--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>Cllr Gadd declared a non-pecuniary interest in Agenda Item 6 (a) / Min Ref 556-19 (a) as a member of the Friends of Bridge End Gardens</p> <p>Cllr Fairhurst declared a non-pecuniary interest in Agenda item 6(b) / Min Ref 556-19(b) as a resident living in close proximity to the land in question</p>
A & S 553-19	<p>Public Speaking Time</p> <p>There were no questions or queries arising from members of the public</p>
A & S 554-19	<p>Minutes of the last meeting of the Assets & Services Committee</p> <p>The minutes of the Assets & Services Committee meeting held on 28th January 2018 were accepted as a true and accurate record and signed by the Chair.</p>
A & S 555-19	<p>Tourist Information Centre (TIC)</p> <p>Committee noted the report presented by the TIC and expressed its thanks.</p>
A & S 556-19	<p>Bridge End Garden</p> <p>(a) Management Plan</p> <p>Committee received an update from the Town Clerk and Operations Manager regarding the plan, noting that a meeting of the Working Group is awaited.</p> <p>(b) Management of Land adjacent to Bridge End Garden</p> <p>Committee noted that contact had been made with the Fry Family Trust regarding rights of access and that further information and details from them are awaited.</p>

Signed as a true and accurate record

Minutes of Assets & Services Committee February 2019

A & S 557-19	<p>Town Centre Culvert</p> <p>Committee noted that no news had been received from other organisations to date</p> <p>Resolved: That officers would follow up with ECC and UDC.</p>
A & S 558-19	<p>Market Square Traffic Regulation Order (TRO)</p> <p>Committee noted that no update was available.</p> <p>Resolved: That officers would follow up with ECC.</p>
A & S 559-19	<p>Saffron Walden Town Football Club</p> <p>Committee noted the meeting set aside for Wednesday 13th March 2019 at 10.00am (Council Chamber) with Mr J Power, Director of SWTFC to discuss the following items:</p> <ul style="list-style-type: none"> (a) Matters outstanding on the extension the lease (b) Opportunity for any joint partnership working in the use of the car park area at the Football Club, Catons Lane (c) Opportunity for any joint partnership working for any enhanced facilities at the Club.
A & S 560-19	<p>Temporary Staff Car Park – Removal (Monks Hill)</p> <p>Committee noted that Radleys have now vacated the temporary parking space at Monks Hill and have written to nearby residents to thank them for their co-operation and patience. Radleys will now return the field to the condition it was in before they used it and have expressed their sincere thanks and gratitude to the Town Council, Fields in Trust and local residents for allowing use of this temporary car park.</p> <p>Committee further noted that the income from this temporary space was £3,800 and that the income is ringfenced for expenditure on Monks Hill.</p> <p>It was Resolved to consider best use of these funds.</p>
A & S 561-19	<p>Play Equipment – the Common</p> <p>Committee received a verbal update on installation works which are progressing well and on schedule; works are due for completion mid-end March 2019.</p>
A & S 562-19	<p>Adult Exercise Equipment – the Common</p> <p>Committee received and noted the following update:</p>

	<p>(a) a request has been placed by the Town Council on Contract Finder inviting companies to quote for adult exercise equipment at The Common, to a maximum budget of £30,000 to include supply and installation of equipment in an appropriate safety surface.</p> <p>(b) The closing date for quotations is 28th February 2019</p> <p>(c) A grant application has been submitted to Sport England and the outcome of this application is awaited.</p> <p>(d) Further grant applications will be made to 3rd parties once formal quotations are received from tendering companies</p> <p>Upon receipt of quotes and decision notices regarding 3rd party quotes, Committee will be requested to determine funding for this project (which may include the virement of monies from unspent budgets, subject to approval by Council).</p>
A & S 563-19	<p>Common Hill West – Landscaping Works</p> <p>Committee noted that works have commenced to the entrances at Common Hill West as part of an agreed landscaping scheme with residents.</p>
A & S 564-19	<p>Use of Lime Avenue Football Pitches</p> <p>Committee noted that there remain outstanding queries regarding the transfer of land to SWTC. Notwithstanding these queries, the Town Council needs to determine the future and most effective use of the football pitches once they are transferred to the Town Council.</p> <p>Committee further noted that Herbert's Farm Football Club has approached the Town Council expressing an interest in partnership working in the future use and management of these pitches, and representatives from Herbert's Farm will attend the March A & S Committee meeting to discuss opportunities further.</p>
A & S 565-19	<p>Urgent Information Items</p> <p>The following matters were raised as urgent information items:</p> <p>It was noted that plans had been put in place for the public to have access to Crabtrees from the previous weekend and from thereon in.</p>
A & S 566-19	<p>Date and time of Next Meeting</p> <p>Monday 25th March 2019, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 8.00pm