

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 March 2019** at 7.30pm

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

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

Members of the public: Matt Clare, SW Community Football Club and SW PSGFC

A & S 567-19	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllr K Eden</p>
A & S 568-19	<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 7 / Min Ref A & S 573-19 as a member of the Friends of Bridge End Gardens</p> <p>Cllr Hibbs declared a non-pecuniary interest in Agenda item 5 Min Ref A & S 569-19 as a signatory to the 3G pitch at Saffron Walden County High School.</p>
	<p>With the Committee's approval, the Chair brought forward agenda item 5</p>
A & S 569-19	<p>Use of Lime Avenue Football Pitches</p> <p>Mr Matt Clare was in attendance to address Committee regarding the future use of the pitches, yet to be transferred to the Town Council under a lease agreement from Audley End Estate and subject to completion by Persimmon Homes.</p> <p>Mr Clare noted that the club has 650 boys and 150 girls who play football each week, and a team of 150 adult volunteer coaches. He further noted that the group is a charity.</p> <p>Mr Clare requested that consideration be given to the Club having access to the Lime Avenue football pitches on set days / times to allow football in town to continue and thrive. He noted that the group currently uses pitches across the whole surrounding area but are still short of playing space due to the increasing popularity of the sport.</p> <p>Discussions were had regarding the details of the lease and the Clerk advised it would be contrary to the lease and the S106 agreement for the Town Council to enter into a sub-letting agreement with a third party.</p>

Signed as a true and accurate record

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	<p>It was Resolved:</p> <p>(a) that the Town Council agrees to the principle of issuing of a “User Agreement” (similar to that in place for the Anglo-American pitches with both the football and cricket clubs), subject to any restrictions as part of the lease or S106 agreement and that</p> <p>(b) the Town Clerk continues to progress outstanding legal matters with Persimmon Homes enabling the transfer of land to the Town Council at the earliest opportunity.</p>
A & S 570-19	<p>Public Speaking Time</p> <p>There were no questions arising from the public</p>
A & S 571-19	<p>Minutes of the last meeting of the Assets & Services Committee</p> <p>The minutes of the Assets & Services Committee meeting held on 25th February 2019 were accepted as a true and accurate record and signed by the Chair.</p>
A & S 572-19	<p>Tourist Information Centre (TIC)</p> <p>Committee noted the report presented by the TIC and expressed its thanks.</p>
A & S 573-19	<p>Bridge End Garden</p> <p>Committee received an update from the Town Clerk and Operations Manager regarding the plan, and it was</p> <p>Resolved: that the Town Clerk and Operations Manager would progress with the project for costing the works.</p> <p>The Committee expressed its thanks to Liz Lake, the Town Clerk and Operations Manager for their work on the project to date.</p>
A & S 574-19	<p>Play Equipment – the Common</p> <p>Committee received a verbal update on the new playground on the Common noting that a formal opening ceremony would be arranged once a firm completion date was known.</p>
A & S 575-19	<p>Adult Exercise Equipment – the Common</p> <p>Committee received an update on the provision of adult exercise equipment at the Common.</p> <p>Quotes have been sourced in accordance with the Town Council’s financial regulations and the Working Group has reviewed these quotes. A budget of £30,000 is anticipated for the completion of this project and details of funding streams were provided in the report attached to the agenda.</p> <p>It was Resolved to approve the funding of the project, subject to ratification of virement of monies to the next Full Council meeting.</p>

Signed as a true and accurate record

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A & S 576-19	<p>Town Hall Bookings</p> <p>Committee received and noted a report from Bookings Officer on Town Hall events and improvements, which showed a significant increase in hirings and bookings from the Town Hall arising from targeted and specific working with hall hirers and promoters.</p> <p>The Committee expressed its thanks to the Bookings Officer for her hard work.</p>
A & S 577-19	<p>Playground, Tudor Park, Ashdon Road</p> <p>Committee noted that UDC has now issued a satisfactory completion of works for this playground.</p> <p>It was Resolved that the Town Council would progress with the legal transfer to take over ownership of this playground and that a formal opening / handover ceremony be arranged.</p>
A & S 578-19	<p>Environmentally Friendly Initiatives and Management of Town Council Assets</p> <p>Building upon the Council's commitment to the environment, Committee considered the introduction of environmentally friendly practices.</p> <p>Current policies and initiatives include:</p> <ul style="list-style-type: none"> • The Mayor's Plastic Policy • Installation of water refill points around town • The purchase of electric vans • Composting as a primary method of disposing of green waste; new compost bins have been installed at Bridge End Gardens <p>Committee considered the principle of adopting environmentally friendly working practices and management of Town Council assets.</p> <p>Example revised practices may include:</p> <ul style="list-style-type: none"> • Reduced mowing of some areas • Additional tree planting • Conversion of hand tools from petrol to battery operated • Review of utility services to environmentally friendly suppliers • Additional bird or bat boxes <p>It was Resolved that the Town Clerk and Operations Manager are authorised to progress these initiatives and to provide updates to the Committee.</p> <p>It was noted that the purchase of a flail mower (anticipated in the vehicle replacement policy and already agreed to purchase for the Lime Avenue site), may be required if the cutting regimes were amended and that a report would be presented to the April Full Council meeting enabling the purchase of such equipment to be brought forward.</p>

A & S 579-19	Urgent Information Items The following matters were raised as urgent information items: It was noted that the Deed of Variation UTT/18/3046/DOV requested by the developer at Land North of Ashdon Road, (Ridgeons/Bloor Homes development) <i>Variation of S106 dated 26th November 2014 covering transfer of land to Saffron Walden Town Council to permit transfer of only part of the Public Open Space to Saffron Walden Town Council</i> was refused by Uttlesford District Council. The committee expressed its thanks to UDC for upholding the original S106 and securing the Public Open Space as per the original agreement.
A & S 580-19	Date and time of Next Meeting Tuesday 23 rd April 2019, 7.30pm Council Chamber, Town Hall, Saffron Walden

The Chairman closed the meeting at 8.45pm