

ASSET & SERVICES COMMITTEE

SAFFRON WALDEN TOWN COUNCIL

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Tuesday 28th May 2019** at 7.30pm

Present: Councillors Gadd (Chair), Asker, De Vries, Freeman, Frost, Light, McLellan, Roberts

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

Members of the public: 2 members of the public were present

	Cllr Gadd opened the meeting as the outgoing Committee Chair
A & S 001-19	<p>Committee Chair</p> <p>Cllr Freeman nominated Cllr Gadd; this was seconded by Cllr McLellan. There being no other nominations, it was</p> <p>Resolved:</p> <p>That Cllr Gadd be the Committee Chair for 2019-20</p>
A & S 002-19	<p>Committee Deputy Chair</p> <p>Cllr Freeman nominated Cllr Asker, this was seconded by Cllr McLellan Cllr Light nominated Cllr Roberts, this was seconded by Cllr Frost</p> <p>Following voting on the matter, it was</p> <p>Resolved:</p> <p>That Cllr Asker be nominated as the Deputy Chair for 2019-20</p>
A & S 003-19	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllr A Coote</p>
A & S 004-19	<p>Declarations of Interest</p> <p>Cllrs Asker, Freeman and Light declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).</p>
	With the Committee's approval, the Chair brought forward agenda item 7

A & S 005-19	<p>Use of Herbicide</p> <p>The Committee received representation from 2 members of the public, both expressing concern at the use of pesticides and herbicides to the environment, to the public and to the operative.</p> <p>There followed considerable discussion and debate regarding the use of pesticides and herbicides; noting that the Town Council does not utilise any pesticides, only herbicides which are used sparingly and as a last resort.</p> <p>It was Resolved:</p> <p>To approve the recommendations within the report (as attached to the agenda), broadly being:</p> <ol style="list-style-type: none"> 1. To design out or modify the design of new features which will themselves minimise weed growth; 2. To prevent weed growth by maintenance by carrying out routine sweeping, mulching, weeding by hoe or by hand where appropriate; 3. To leave some areas to grow longer, encouraging wildlife (new addition to the recommendations); 4. To utilise alternative, organic weed control methods (the precise nature of which is yet to be determined); 5. As a last resort and where all other methods have been followed, to use glyphosate in a very sparing manner <p>Cllr Light proposed the immediate ban of the use of glyphosate, this was seconded by Cllr Roberts. The motion was lost with other Committee members noting that there was a need to find alternative methods before implementing an outright ban.</p> <p>It was further Resolved:</p> <ol style="list-style-type: none"> (a) That Officers would seek alternative methods of weed control, including the use of the French version of Round Up (which does not contain glyphosate) and any other alternatives which may be available and that findings would be presented to a future A & S Committee meeting (November or December 2019); (b) That a press release be issued noting the Town Council's commitment to the environment and its adopted environmental policies, procedures and initiatives.
A & S 006-19	<p>Public Speaking Time</p> <p>There were no questions arising from the public</p>
A & S 007-19	<p>Tourist Information Centre (TIC)</p> <p>Committee noted the report presented by the TIC and expressed its thanks.</p>
	<p>The Committee received and noted the written report (as attached to the agenda) and received a further verbal update on the following activities and projects:</p>

Signed as a true and accurate record

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A & S 008-19	<p>Exercise Equipment on the Common</p> <p>Committee noted the contract had been awarded to The Great Outdoor Company and that installation would be in approximately 6-8 weeks.</p>
A & S 009-19	<p>Crabtrees - use of the public open space</p> <p>Committee noted the historic queries regarding the use of the football pitch and that there is now public, open access to the sports field.</p>
A & S 010-19	<p>Armed Forces Day Preparation</p> <p>Committee noted that the Town Council was the lead and primary organiser for this event which was proving very labour intensive. The Town Clerk noted that the event should be a very well attended and popular family-fun day, commencing with an Army parade at 11:30 and community activities on The Common from 12:00 noon</p> <p>The Town Clerk noted the implications and effect that the planning for this event was having on the overall efficiency of the Town Council staff, given the number of hours expended on the planning and preparation for the Armed Forces Day. The Clerk further noted that there was money set aside in the Town Council's 2019-20 budget for a new Events Co-Ordinator post and that consideration should be given to the employment to this post, should Council wish to continue organising and providing community events. The current office staff were already at full capacity and it was important to ensure that the activities and responsibilities of the Town Council were appropriately resourced. The Town Clerk is to speak further with the Committee Chair and Mayor on this matter.</p>
A & S 011-19	<p>Bridge End Garden</p> <p>Committee noted the work of the Management Plan and progress to date. It was agreed to set up a further Working Group who would meet to review the next steps in delivery of the Management Plan. Membership was agreed as:</p> <p>Cllrs Gadd, Light and McLellan</p>
A & S 012-19	<p>Common Hill West</p> <p>Committee noted the work to date in removing parked cars from Common Hill West along with the completed and scheduled landscaping works.</p>
A & S 013-19	<p>Football Club Catons Lane</p> <p>Committee noted the extension to the lease which was being progressed by the Town Clerk, extending the lease for a further 60 years to 2114 and incorporating some new terms and conditions.</p>
A & S 014-19	<p>Tudor Park / Lime Avenue</p> <p>Committee noted the update as per the written report, including the difficulties experienced to date in the transfer of land from Persimmon Homes to SWTC. It was</p>

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	<p>Resolved:</p> <p>That the Town Clerk further informs the Chair of UDC on this matter with a view to requesting UDC to take enforcement action against the developer for failure to deliver under their S106 obligations.</p>
A & S 015-19	<p>Heritage Development Group</p> <p>Committee noted the update as per the written report and the work of this group.</p>
A & S 016-19	<p>Urgent Information Items</p> <p>The Operations Manager reported on the very successful “Off the Beaten Truck” event which had recently taken place, noting that further events were scheduled for 5th July and 6th September 2019</p>
A & S 017-19	<p>Date and time of Next Meeting</p> <p>Monday 24th June 2019, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 9.10pm