

ASSET & SERVICES COMMITTEE

SAFFRON WALDEN TOWN COUNCIL

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Monday 23rd October 2017** at 7.30pm

Present: Councillors Asker, K Eden, S Eden (substitute for Perry), Fairhurst, Freeman, Goddard (substitute for Grimshaw), Hibbs, Morris,

Also Present: Lisa Courtney, Town Clerk & Terry Frostick, Operations Manager

<p>A & S 319-17</p>	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Coote, Grimshaw and Perry</p>
<p>A & S 320-17</p>	<p>Declarations of Interest</p> <p>Cllrs Asker, Fairhurst, Freeman and Morris declared a generic non-pecuniary interest as District Councillors for Uttlesford District Council (UDC).</p>
<p>A & S 321-17</p>	<p>Public Speaking Time</p> <p>There were no matters or questions arising</p>
	<p>With the Committee's approval, the Chair brought forward item agenda 7, Saffron Walden Grand Prix</p>
<p>A & S 322-17</p>	<p>Saffron Walden Grand Prix</p> <p>Mr Owen Lake was present and addressed Committee, providing further details of his proposed Grand Prix Cycle Race around Saffron Walden for August 2018. Written details had already been provided to Committee in advance of the meeting.</p> <p>There followed extensive discussion and debate about the practicalities of the event and the perceived impact (both positive and negative) that such an event would have on the town. Some members were broadly in favour of the event whilst others were strongly opposed, noting the adverse impact on trade and residents over a Bank Holiday period.</p> <p>Mr Lake advised that he had received £40k funding from British Cycling Authority towards the event which would be operated on a commercial basis. Mr Lake provided further details of proposed road closures which would be "rolling road" closures to allow movement of traffic during the event.</p> <p>Mr Lake further noted that he was seeking the support of the Town Council to the principle of the event and that he would be responsible for the management and operation of the event; he did not anticipate that any responsibility would fall to the Town Council requiring use of Town Council resources.</p>

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	<p>Cllr Fairhurst proposed that the Town Council supports the project in its current conceptual form, this was seconded by Cllr Morris.</p> <p>Cllr S Eden requested a recorded vote.</p> <p>Those in favour of the Motion: Asker Fairhurst Freeman Goddard Hibbs Morris</p> <p>Those against the Motion: K Eden S Eden</p> <p>The motion was carried</p>
<p>A & S 323-17</p>	<p>Minutes of the last meeting of the Assets & Services Committee held on 25th September 2017</p> <p>The minutes of the previous Assets & Services Committee were accepted as a true and accurate record of the meeting and signed by the Chair.</p>
<p>A & S 324-17</p>	<p>Tourist Information Centre</p> <p>Resolved:</p> <p>Committee received and noted the reports as presented with thanks. Congratulations were given to the TIC for winning the award for the Leisure & Tourism category.</p>
<p>A & S 325-17</p>	<p>Christmas 2017</p> <p>The Committee received a verbal update from the Town Clerk on plans and preparations for Christmas lights switch on and associated events, including the Wintasia ice skating.</p>
<p>A & S 326-17</p>	<p>Green Spaces in Saffron Walden</p> <p>Committee considered the following as detailed on the agenda:</p> <p>(a) To formally approach UDC, noting the lack of green spaces within Saffron Walden and that this is addressed within the emerging Local Plan and considered as part of the next stage review / consultation (Reg 19). This is in accordance with an anticipated response from the Neighbourhood Plan Team.</p> <p>(b) To submit “the Avenue” and “Forest School” area as a formal designation to UDC as a “Green Space” – this is as supported by the Neighbourhood Plan Team.</p> <p>It was unanimously Resolved:</p> <p>To write formally in the positive to UDC regarding items (a) and (b) above, especially</p>

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	noting the lack of green space within Saffron Walden; further noting that this is a matter being raised and addressed via the Neighbourhood Plan
A & S 327-17	<p>Play Equipment at The Common</p> <p>The Committee received a verbal update from the Operations Manager. The Working Group has recognised 2 preferred schemes and 2 companies will present further details of their scheme to the Working Group at a meeting on 17th November 2017.</p> <p>Some members of the Committee were uncomfortable with spending considerable sums of money on replacing The Common play area when they considered it was more prudent and / or appropriate to replace individual items as necessary. It was noted that the Committee was not being requested to determine any project or expenditure at this time and that it was appropriate for the Working Group to meet further with the companies and bring forward details of proposals and quotes to a future Committee meeting for full and proper consideration. This matter will therefore be carried forward to a future Committee meeting once all final proposals and prices are known.</p>
A & S 328-17	<p>Essex Playing Fields Award</p> <p>Committee noted that the Town Council had won the following awards:</p> <ul style="list-style-type: none"> • Golden Acre Community Centre Play area, - Winner of a plaque for Best Kept playing Fields Competition 2017 Class 3 Certificate of Merit • Crabtrees Playing Fields - Class 1 Certificate of Merit • The Common - Gold Award Class 3 Certificate of Merit <p>Thanks were given to the Operations Team who maintains these play areas</p>
A & S 329-17	<p>Bridge End Gardens – Park Management Plan</p> <p>The Operations Manager gave an update following the Working Group meeting held on 18th October 2017 with those who had submitted tenders for the Park Management Plan. The Operations Manager reported that the contract has been awarded to Liz Lake Associates and the project is funded via successful grant funding from Historic England. Thanks were given to all involved in the Working Group.</p>
A & S 330-17	<p>Charges for Town Hall, Golden Acre, the Common, BEG and other Public Open Spaces</p> <p>The Committee noted that details will be presented to the November Committee meeting being proposed pricing structures for the above, including proposed wedding package prices for Committee's consideration</p>
A & S 331-17	<p>Assets of Community Value</p> <p>In 2013, the Town Council nominated a number of assets to UDC for consideration as Assets of Community Value; these were subsequently listed by the District Council. The listing is for 5 years and those assets as listed are now due for renewal /</p>

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	<p>reconsideration.</p> <p>Resolved: It was unanimously agreed to relist all the assets currently on the assets of community value list. Cllr Hibbs will carry this forward to the Neighbourhood Plan meeting for their further consideration.</p>
A & S 332-17	<p>Urgent Information Items</p> <p>It was noted that Travellers are at the car park of the Lord Butler Leisure Centre (the land is owned by Uttlesford District Council)</p>
A & S 333-17	<p>Date and time of Next Meeting</p> <p>Monday 22nd November 2017, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>
A & S 334-17	<p>Confidential Item – Exclusion of Press and Public (Part II meeting)</p> <p>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.</p>
A & S 335-17	<p>Boot Camps</p> <p>The Town Clerk gave an update on the current situation with Boot Camps using the Common and the damage that this inflicts upon the land. A confidential report was considered by the Committee.</p> <p>There was considerable discussion with Committee members noting the need to preserve the Common as a public open space for enjoyment by all. It was</p> <p>Resolved:</p> <p>To adopt all of the recommendations as contained within the report being:</p> <ul style="list-style-type: none"> (a) That the Common be retained for its intended purpose of informal activities (b) That those wishing to participate in commercial, group sessions are diverted to the use of AAPF and Lime Avenue. The Committee further added in the grass area at Lord Butler Leisure Centre (c) That should the Town Council allow the letting of The Common for commercial activity, these will only be considered upon completion of a booking form and provision of appropriate documentation – an example of this type of activity being the Christmas Wintasia (d) That the Common continues to be used and promoted as a public open space for the enjoyment of local inhabitants

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(e) That requests for Boot Camps on the Common are denied and that the commercial companies are offered use of AAPF, Lime Avenue or Lord Butler Leisure Centre where the principle of football / sporting activities is already established.

Cllr Fairhurst requested a recorded vote:

Councillors in Favour	Councillors Against	Abstentions
Asker K Eden Freeman Goddard Hibbs Morris	Fairhurst	S Eden

The Chairman closed the meeting at 9.45pm