

**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 April 2018** at 7.30pm

Present: Councillors Asker, Coote, Eastham, K Eden, Fairhurst, Freeman, Hibbs, Morris (from Min Ref A & S418-18)

Also Present: Lisa Courtney Town Clerk, John Bagley, John Power and David Barrs re Min Ref A & S 418 and Phil Jansen re Min Ref A & S 417-18

A & S 412-18	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Councillors Morris and Perry.</p>
A & S 413-18	<p><b>Declarations of Interest</b></p> <p>Cllrs Fairhurst and Freeman declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).</p> <p>Cllr Hibbs declared a non-pecuniary interest as a Trustee of the Almshouses, as the proposed location of activity re Min Ref A &amp; S 417-18</p> <p>Cllrs Asker declared a non-pecuniary interest in Min Ref A &amp; S 418-18 as her step-father is on the Board of Directors at the Football Club</p> <p>Cllrs Eastham and Fairhurst declared non-pecuniary interests in Min Ref A &amp; S 418-18 as Presidents of the Cricket Club</p>
A & S 414-18	<p><b>Public Speaking Time</b></p> <p>There were no questions or queries arising from members of the public</p>
A & S 415-18	<p><b>Minutes of the last meeting of the Assets &amp; Services Committee held on 26<sup>th</sup> February 2018</b></p> <p>The minutes of the Assets &amp; Services Committee meeting held on 26<sup>th</sup> March 2018 were accepted as a true and accurate record of the meeting and signed by the Chair.</p>
A & S 416-18	<p><b>Tourist Information Centre</b></p> <p>Committee received and gave thanks for a written monthly update of the activities of the TIC – details were attached to the agenda. This is the same information as also presented to the F &amp; E Committee</p>

Signed as a true and accurate record .....

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<p>A &amp; S 417-18</p>	<p><b>Youth Partnership Grants</b></p> <p>Committee considered awarding of the following grants for funding under the youth partnership scheme both of which have been approved and recommended for funding by the Saffron Walden Youth Partnership Group. Details of constitutions, DBS, insurance etc are held and have been approved by the Youth Partnership Group</p> <p>(a) Bedazzle – request for monies (amount tbc) for a theatre production</p> <p>Mr Phil Jansen, Chair of Trustees of Bedazzle addressed Committee and requested a grant of £3,000, being the shortfall in the project.</p> <p>Cllr Hibbs proposed to grant the request and Cllr Coote seconded the proposal. The motion was carried and it was</p> <p><b>Resolved:</b> To grant £3,000 to Bedazzle for their project.</p> <p>(b) Creative Walden CIC – request for £1,362.50 towards a young writer’s course</p> <p>Cllr Hibbs declared a non-pecuniary interest as the project is in association with the Saffron Walden Outreach project, of which he is a Trustee.</p> <p>Cllr Coote proposed to grant the request and Cllr Hibbs seconded the proposal. It was</p> <p><b>Resolved:</b> To grant £1,362.50 to Creative Walden CIC for their project.</p> <p>Cllr Fairhurst asked if a representative from the Youth Partnership could ordinarily present on behalf of Youth Partnership grant applicants, and it was</p> <p><b>Resolved:</b> To carry forward to the next A&amp;S Committee full details on the Youth Partnership Process and to request the Youth Partnership that one of their members presents future applications (as is the custom and practice).</p>
<p>A &amp; S 418-18</p>	<p><b>Water Supply for SW Football Club and Cricket Club</b></p> <p>Committee received a presentation from the Football / Cricket Clubs in support of their previous requests for the installation of new pipes to deliver more efficient water provision to the clubs.</p> <p>Cllrs Asker declared a non-pecuniary interest in this request as her step-father is on the Board of Directors at the Football Club</p> <p>Cllrs Eastham and Fairhurst declared non-pecuniary interests in this request as Presidents of the Cricket Club</p> <p>Cllr Coote proposed to recommend the request and Cllr Eden seconded the proposal.</p>

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	<p>Cllrs Asker, Eastham and Fairhurst abstained from voting.</p> <p>Cllr Morris arrived to the meeting</p> <p>The motion was carried and it was</p> <p><b>Resolved:</b> To set in work the process to install new water pipes and that the Town Clerk and Operations Manager be authorised to progress and liaise with the Clubs on behalf of the Town Council</p>
A & S 421-18	<p><b>Crossing over car park exit from footpath across The Common</b></p> <p>Committee noted that as per minute ref A&amp;S 409-18, Officers have contacted UDC to request the installation of a zebra crossing across the exit of the car park to ease pedestrian access, and that UDC has responded to say that they will revert after having investigated all options for this site.</p> <p>It was</p> <p><b>Resolved:</b> That Officers would keep Committee informed of progress</p>
A & S 422-18	<p><b>Letters of Thanks and Commendation</b></p> <p>Committee noted this correspondence and thanked staff for their hard work and contribution to the Town Council</p>
A & S 423-18	<p><b>Heritage Lottery Fund visit</b></p> <p>Committee noted that the members of the Heritage Lottery Fund Communications team will be visiting Bridge End Gardens and the Fry Gallery on the 10<sup>th</sup> July.</p>
A & S 424-18	<p><b>Rotary Club Tour of Bridge End Gardens</b></p> <p>Committee noted that the Rotary Club will be touring Bridge End Gardens on the 13<sup>th</sup> June</p>
A & S 425-18	<p><b>Saffron Walden Market</b></p> <p>(a) Tenant Mix Policy – Committee noted the proposed tenant mix policy. It was <b>Resolved:</b> to adopt this policy.</p> <p>(b) Twilight Food Fest – Committee discussed the proposed event. Cllr Fairhurst proposed to support the event and Cllr Morris seconded the proposal. It was <b>Resolved:</b> That Committee agrees that the event should proceed as proposed.</p> <p>(c) Committee noted that no market is proposed for Tuesday 25<sup>th</sup> December 2018 and Tuesday 1<sup>st</sup> January 2019</p>

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	(d) Committee noted that the Town Council will participate in the national "Love Your Market" fortnight from Monday 14 <sup>th</sup> May to Saturday 26 <sup>th</sup> May 2018 inclusive.
A & S 426-18	<p><b>Proposed Footpath on The Common from Ashdon Road to the car park</b></p> <p>Committee discussed the proposal of a footpath across the common. Cllr Fairhurst recommended approval of the proposal and Cllr Morris seconded the recommendation. It was</p> <p><b>Resolved:</b> To recommend to the Full Council meeting in May that the proposed new footpath is installed from near the roundabout of Ashdon Road toward the car park and that monies are vired from an underspend in works at Chaters Hill to meet the cost of these works.</p>
A & S 427-18	<p><b>Update regarding works by Persimmon Homes</b></p> <p>Committee received a verbal update on works at Tudor Park and Lime Avenue by Persimmon</p> <p>It was</p> <p><b>Resolved:</b></p> <ul style="list-style-type: none"> <li>(a) To note the meeting scheduled for Friday 27<sup>th</sup> April with Persimmon Homes</li> <li>(b) To progress further with Persimmon Homes regarding the future management of the LAPs at Tudor Park</li> <li>(c) That Officers would contact ECC Cllr Moran regarding adoption of new roads in Saffron Walden and would report back to the Committee</li> </ul>
A & S 428-18	<p><b>Chaters Hill Works</b></p> <p>Committee received a verbal update regarding works</p>
A & S 429-18	<p><b>Proposed Art Installation in Dorset House Gardens</b></p> <p>Committee considered the installation of new artwork in Dorset House Gardens. Cllr Freeman proposed to approve this installation and Cllr Freeman seconded his proposal. It was</p> <p><b>Resolved:</b> To go ahead with the installation as per the proposal.</p>
A & S 430-18	<p><b>Urgent Information Items</b></p> <p>Committee discussed the recent theft of the Defibrillator Unit. It was</p> <p><b>Resolved:</b> That Officers would review options to ensure the replacement unit could not be stolen</p>
	<p><b>Date and time of Next Meeting</b></p> <p>Tuesday 29<sup>th</sup> May 2018, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 9.20pm

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