

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

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Monday 26th March 2018** at 7.30pm

Present: Councillors Coote, K Eden, Fairhurst, Freeman, Hibbs, Morris and Perry

Also, Present: Lisa Courtney Town Clerk

A & S 399-18	<p>Apologies for absence</p> <p>Apologies were received and accepted from Councillors Asker and Eastham.</p>
A & S 400-18	<p>Declarations of Interest</p> <p>Cllrs Fairhurst, Freeman and Morris declared a generic non-pecuniary interest as District Councillors for Uttlesford District Council (UDC).</p>
A & S 401-18	<p>Public Speaking Time</p> <p>There were no members of the public present.</p>
A & S 402-18	<p>Minutes of the last meeting of the Assets & Services Committee held on 26th February 2018</p> <p>The minutes of the Assets & Services Committee meeting held on 26th February 2018 were accepted as a true and accurate record of the meeting and signed by the Chair, following an amendment to Min Ref A & S 397-18 amending “tramp” to “homeless people”</p>
A & S 403-18	<p>Tourist Information Centre</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 & E Committee</p>
A & S 404-18	<p>Saffron Walden Market War Memorial</p> <p>Committee noted that the cleaning and maintenance works are due to start on 6th August 2018, subject to funding and the awarding of the contract.</p> <p>Committee further noted that it would be particularly appropriate to commemorate the fallen at the Remembrance Day service this year being the 100th year of the end of WW1. It was also felt appropriate that the American soldiers should also be recognised and acknowledged.</p> <p>Resolved:</p>

Signed as a true and accurate record

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	That Officers are to make enquiries with relevant bodies and authorities regarding plans and preparations for the Remembrance Day service and how the town and Council could fittingly commemorate the fallen
A & S 405-18	Christmas Lights Switch on and Events 2018 Committee received a verbal update from the Town Clerk regarding plans and preparations for the 2018 event, including the possibility of a lantern parade.
A & S 406-18	Bridge End Garden Committee noted the award received by the garden and the letters of praise to the team involved. The Operations Manager updated the Committee regarding the BEG Park Management Plan, noting that the first part was now available for review in draft format. It was Resolved: To note that the report is available and that Officers are authorised to proceed in obtaining quotes and tenders for any works arising from the Management Plan. These quotes are to come forward to a future Committee meeting for consideration.
A & S 407-18	Saffron Walden Round Table Committee noted the letter of praise for Claire and Terry's work organising their recent meeting.
A & S 408-18	Golden Acre Community Centre Roof To note that repairs start on the 4 th June and will take approximately one week.
A & S 409-18	Footpath across The Common Committee noted that the works to the footpath across the common are complete. Concerns were expressed regarding the pedestrian access across the car park from the new path and it was noted that the car park was the responsibility of UDC. It was Resolved: To request UDC to install a zebra crossing across the exit of the car park to ease pedestrian access
A & S 410-18	Urgent Information Items A copy of the magazine "Wedding Venues and Fashion" was circulated to show Committee the advertising campaign to promote the Town Hall and Bridge End Gardens as wedding venues.
A & S 411-18	Date and time of Next Meeting Monday 23 rd April 2018, 7.30pm Council Chamber, Town Hall, Saffron Walden

The Chairman closed the meeting at 8.05pm

Signed as a true and accurate record

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