

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

MINUTES of the ASSETS & SERVICES COMMITTEE held in the COUNCIL CHAMBER of the TOWN HALL on **Tuesday 29th May 2018** at 7.30pm

Present: Councillors Asker (substitute on behalf of Coote), K Eden, S Eden (substitute on behalf of Goddard), Fairhurst, Gadd, Hibbs, Morris, Perry and Shah

Also Present: Lisa Courtney Town Clerk, Terry Frostick Town Council Operations Manager, John Starr Community Development Manager Uttlesford District Council re agenda item 3.

A & S 431-18	<p>Election of Committee Chair</p> <p>Cllr Godard was nominated by Cllr K Eden and this was seconded by Cllr Perry. Cllr Gadd was nominated by Cllr Fairhurst and this was seconded by Cllr Morris.</p> <p>Resolved:</p> <p>To elect Cllr Gadd as Chair for the Assets & Services Committee</p>
A & S 432-18	<p>Election of Committee Vice-Chair</p> <p>Cllr Godard was nominated by Cllr K Eden and this was seconded by Cllr Perry. Cllr Shah nominated Cllr Morris and this was seconded by Cllr Fairhurst.</p> <p>Resolved:</p> <p>To elect Cllr Morris as Vice-Chair for the Assets & Services Committee</p>
A & S 433-18	<p>Apologies for absence</p> <p>Apologies were received and accepted from Councillors Coote and Goddard, who both sent substitutes (see present).</p>
A & S 434-18	<p>Declarations of Interest</p> <p>Cllrs Fairhurst and Freeman declared generic non-pecuniary interests as District Councillors for Uttlesford District Council (UDC).</p> <p>Cllrs Morris and Hibbs declared non-pecuniary interests in Min Ref A & S 437 as trustees of Saffron Walden Youth Outreach.</p> <p>Cllr Perry declared a non-pecuniary interest in Min Ref A & S 442-18 as a member of ULODA and he will be attending the Business Awards on behalf of ULODA</p>

Signed as a true and accurate record

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A & S 435-18	<p>Public Speaking Time</p> <p>There were no questions or queries arising from members of the public</p>
A & S 436-18	<p>Minutes of the last meeting of the Assets & Services Committee held on 23rd April 2018</p> <p>The minutes of the Assets & Services Committee meeting held on 23rd April 2018 were accepted as a true and accurate record of the meeting and signed by the Chair.</p>
A & S 437-18	<p>Youth Partnership Update</p> <p>John Starr presented the following projects to the Committee.</p> <p>(a) Access All Areas Music Project £6,362.50</p> <p>(b) Dance Video Project £1942.00</p> <p>(c) Media Make up Workshop £1430.00</p> <p>(d) Wednesday Drop-In £7,868.75</p> <p>John Starr noted that he will be a youth worker in items A and D. Cllr Morris noted that the Street Pastors support item D. John Starr encouraged Town Councillors to attend youth meetings and drop ins.</p> <p>Cllr Fairhurst proposed that all grant requests should be granted and this was seconded by Cllr Morris. It was</p> <p>Resolved:</p> <p>That grant requests A-D should be granted.</p>
A & S 438-18	<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 439-18	<p>Proposed New Playground Equipment on The Common</p> <p>Committee received feedback from successful the consultation held in the market place earlier in the day.</p> <p>It was confirmed that the total project cost is £120K and that there is a shortfall of £40K which the Town Council is seeking to bridge with external funding.</p> <p>Cllrs Morris, Asker and Gadd agreed to hold a second consultation the following Saturday in the market place.</p>

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A & S 440-18	<p>Footpath Across Common Car Park Exit</p> <p>Committee reviewed correspondence from NEPP and UDC regarding the feasibility of installing a zebra crossing across the exit of the common car park. It was</p> <p>Resolved:</p> <p>To continue to lobby UDC for a zebra crossing, with Cllr Fairhurst to take the lead in this.</p>
A & S 441-18	<p>LEAP / LAPs at Tudor Park</p> <p>Committee received a verbal update on these areas and noted that a ROSPA inspection is awaited for the play area.</p> <p>Committee thanked Cllrs Asker and Freeman and Council Officers for their hard work on these areas. It was</p> <p>Resolved:</p> <p>That Officers would keep Committee informed of progress</p>
A & S 442-18	<p>Uttlesford Business Awards</p> <p>Committee noted the TIC's submission to the forthcoming Uttlesford Business Awards to be held on Thursday 14th June 2018</p>
A & S 443-18	<p>Letter of thanks from 3rd Parties</p> <p>Committee noted letters of thanks as noted in agenda Item 12.</p>
A & S 444-18	<p>Saffron Walden Market</p> <p>(a) Committee noted the update on the complaint regarding the layout of the market, and that having followed the complaints procedure, the matter is now considered closed.</p> <p>(b) Committee noted that it was Love Your Market Week and extended its thanks to the Tourist Information Centre for all of their help and support with the promotion of this event</p> <p>(c) Committee noted the incident regarding a market trader and extended its thanks to Council Staff and market traders for their help in assisting the trader and securing her stall and contents.</p>
A & S 445-18	<p>Chaters Hill Works</p> <p>Committee noted that Chaters hill works have commenced. It was noted that further works may be required in the next few years to continue works to the bankside.</p>

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A & S 446-18	<p>Bridge End Garden Works</p> <p>Committee noted the following:</p> <p>(a) that the 2nd draft of the BEG Management Plan has now been received from Liz Lake Associates and a meeting is to be held on Monday 4th June 2018 to progress further.</p> <p>(b) that works to the Ha Ha Wall are awaited. A report and specification has been provided and is being reviewed by Wilby & Burnett; further advice is awaited with a view to works being commissioned and completed following this advice.</p>
A & S 447-18	<p>Children of Calais Sculpture Unveiling</p> <p>Committee noted that the sculpture is to be unveiled by Lord Dubs on 8th June at 12 noon followed by a reception for invited guests to which all Town Councillors are invited</p>
A & S 448-18	<p>Cleaning Works to War Memorial</p> <p>Committee received a verbal update regarding works and noted that they are to commence on August 6th.</p>
A & S 449-18	<p>Golden Acre Community Centre Roofs</p> <p>Committee noted that roofing works are due to commence on 4th June 2018</p>
A & S 450-18	<p>Fountain in Market Square</p> <p>Committee noted that initial works are being carried out with a view to repairing, refurbishing and reinstating the fountain in the Market Square.</p>
A & S 451-18	<p>Urgent Information Items</p> <p>There were no urgent information items.</p>
	<p>Date and time of Next Meeting</p> <p>Monday 25th June 2018, 7.30pm Council Chamber, Town Hall, Saffron Walden</p>

The Chairman closed the meeting at 8.40pm