

ASSET & SERVICES COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

MINUTES of the ASSETS AND SERVICES COMMITTEE MEETING held remotely via the online platform “Zoom” and in accordance with the Coronavirus Act, C 7, Part 1 Local Authority Meetings, Section 78. This Act allows members to be present and attend a meeting without being present in the Council Chamber or together in the same place.

Date of meeting: **Monday 22nd March 2021** at 7.30pm

Present: Councillors Asker, Coote (Chair), Freeman, Gadd, Light, McLellan, Porch and Roberts

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

Also Present: Mr David Barrs, SW Cricket Club in respect of Min Ref A & S 029-21 (a)
Mrs Pat Lodge, SW Arts Trust in respect of Min Ref A & S 029-21 (c)

A & S 025-21	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllr Frost</p>
A & S 026-21	<p>Declarations of Interest</p> <p>Cllrs Asker, Coote, Freeman, and Light declared a generic non-pecuniary interest as members of Uttlesford District Council.</p> <p>Cllr Light declared a non-pecuniary interest in Min Ref A & S 029-21 (c) as a Board Member of the SW Arts Trust</p>
A & S 027-21	<p>Minutes of the last meeting of the Assets & Services Committee</p> <p>The minutes of the Assets & Services Committee meeting held on Monday 22nd February 2021 were accepted as a true and accurate record and signed by the Chair.</p>
A & S 028-21	<p>Public Speaking Time</p> <p>There were no questions or matters arising from the public</p>
A & S 029-21	<p>Youth Partnership Grant Applications</p> <p>Committee considered the grant applications as presented:</p> <p>(a) Saffron Walden Cricket Club - £850.00 towards enhancing cricket for girls. Mr David Barrs was present and spoke further to the application, noting the money would be used to pay towards coaching costs for female coaches who would teach the girls and act as a role model.</p>

Signed as a true and accurate record

Minutes of Assets & Services Committee Monday 22nd March 2021

	<p>(b) 1st Saffron Walden Boys Brigade - £560.00 towards continuance of sessions via Zoom</p> <p>(c) SW Art's Trust - £2,000 towards the hosting of Fete de la Musique 2021 Mrs Pat Lodge was present and spoke further to the application, advising that all activities would be covid-compliant. She further noted the encouragement of younger musicians to participate and to join the project Committee</p> <p>(d) Joanna Eden Outreach CiC (Garden Room Project) - £2,575 towards music sessions</p> <p>Each grant was considered in turn, it was Resolved:</p> <p>To award each grant as requested for activities in accordance with the respective grant application forms.</p>
A & S 030-21	<p>Tree planting at the Green Mile, Peasland Road</p> <p>Committee noted the successful tree planting initiative and the number of trees planted at the Green Mile. It was that some trees had subsequently been relocated following a complaint from a local resident and this action was endorsed. Staff were thanked for their participation in this initiative.</p>
A & S 031-21	<p>Saffron Walden Market</p> <p>The Operations Manager provided a verbal update on the plans and preparations for the full re-opening of the market on 12th April 2021. It was noted that the employment of Safety Ambassadors has been paused for the present time, in acknowledgement that general Covid restrictions were being relaxed, in accordance with the Government's covid roadmap.</p>
A & S 032-21	<p>Events 2021</p> <p>(a) Remembrance Day 2021 Committee noted that early plans and preparations were being made for this event on Sunday 14th November 2021</p> <p>(b) Christmas Activities in 2021 Committee noted and supported all events as proposed being:</p> <ul style="list-style-type: none"> (a) Friday 19th November 2021 - Lights Switch on with Lantern Parade (b) Saturday 20th November 2021 - Normal SWTC market (c) Sunday 21st November 2021 - Christmas market in Market Square (d) Craft Emporium in Town Hall Friday 19th November through to Sunday 21st November (e) Saturday 27th November 2021 – normal SWTC market (f) Sunday 28th November 2021 – family event/entertainment (g) Friday 3rd December 2021 – Late Night Shopping with SWI (h) Saturday 4th December 2021 – normal SWTC market

	<p>(i) Tuesday 21st December 2021 – normal SWTC market</p> <p>(j) Friday 24th December 2021 – normal SWTC market (in lieu of that on Christmas Day, Saturday 25th December)</p> <p>(k) Tuesday 28th December 2021 – No market (Bank Holiday)</p> <p>(l) Friday 31st December 2021 – normal SWTC market (in lieu of that on 28th December and 1st January 2022)</p> <p>(m) Saturday 1st January 2022 – No market</p> <p>(n) Tuesday 4th January 2022 – normal schedule of SWTC market resumes</p> <p>It was noted that more events were proposed for this year in recognition that Covid restrictions may still apply therefore it was prudent to organise a series of events to allow attendance to be dispersed rather than the traditional Christmas event being held on one day. It was further noted that plans needed to be flexible to accommodate covid restrictions (if any) which may apply.</p>
A & S 033-21	<p>Weddings in the Town Hall</p> <p>Committee received and noted the report being an update on weddings, events and activities in the Town Hall. The work of the Operations Manager and Bookings Officer was commended, noting the creative thoughts and plans having due regard to measured and mitigated risk.</p>
A & S 034-21	<p>Trash Screen Works at the Culvert</p> <p>Committee noted that works continue on site and are anticipated to conclude approximately mid-April 2021.</p>
A & S 035-21	<p>Crabtrees Football Club</p> <p>Committee noted the installation of netting to prevent footballs from going over the fence and causing damage and nuisance to nearby properties and cars. It was agreed that the Council should receive a copy of the specification of proposed works for approval.</p>
A & S 036-21	<p>Purchase of a Bleed Control Kit</p> <p>Committee considered the report as attached to the agenda, including a recommendation to purchase a bleed kit for the town (location tbc). It was Resolved:</p> <p>To purchase 2 x kits for Saffron Walden. The location is to be determined by Officers who would further seek 3rd party funding.</p>
A & S 037-21	<p>Urgent Information Items - None</p>
A & S 038-21	<p>Date and time of Next Meeting</p> <p>Noted and agreed as being Monday 26th April 2021 at 7.30pm (via Zoom).</p>

The Chairman closed the meeting at 8.30pm