

**AMENITIES SUB-COMMITTEE held at COUNCIL OFFICES LONDON ROAD SAFFRON WALDEN at 7.30 pm on 15 MARCH 2001**

Present:- Councillor Mrs J E Menell – Chairman.  
Councillors Mrs C M Dean, Mrs C D Down, D W Gregory,  
Mrs J I Loughlin, D J Morson, R J O'Neill, Mrs S V Schneider  
and R C Smith.

Also present at the Chairman's Invitation:- Councillor M A Hibbs.

Officers in attendance:- Mrs L J Crowe, M Dellow, Mrs S McLagan and  
M T Purkiss.

**AM41 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors G W Powers and  
Mrs E Tealby-Watson.

**AM42 MINUTES**

The Minutes of the meeting held on 18 January 2001 were received,  
confirmed and signed by the Chairman as a correct record subject to the  
reference in Minute AM36 to "Saffron Walden Cricket Club" being amended to  
read "Saffron Walden Hockey Club".

**AM43 BRIDGE END GARDENS WORKING PARTY**

The Minutes of the meeting of the Bridge End Gardens Working Party held on  
12 February 2001 were received.

**(i) Minute BEG50 Proposed Wedding Reception**

Members considered the recommendation that a request, which had been  
received from a Saffron Walden resident, to erect a marquee in the Kitchen  
Garden for a wedding reception on 18 August be approved. Members agreed  
that the person responsible for the marquee should be responsible for tidying  
the site and for indemnifying the Council against any loss or damage. An  
entertainment licence would not be needed as it was a private function. The  
VAT issues could be resolved as long as the charge was for stewardship and  
not for renting the gardens.

RESOLVED that the request to erect a marquee in the Kitchen Garden  
for a wedding reception on 18 August 2001 be approved subject to a  
charge for stewardship of £350 + VAT and to the hirer being  
responsible for tidying the site and paying for the relevant insurance.

**(ii) Minute BEG51 – Ongoing involvement of Friends**

Councillor Morson thanked Members for nominating him as this Council's representative on the Executive Committee of The Friends. He informed Members that The Friends had put an action plan together and a sum of money had been set aside to help with the rose gardens and planting in one area of borders.

**(iii) Minute BEG52 – Tasks in the Garden up to March 2001**

Members agreed that the compost area outside the Kitchen Garden should be tidied up and noted that the Head of Local Plan and Conservation had said that this compost area would be removed by the end of March, 2001.

**(iv) Minute BEG54 – External Funding – Update**

Councillor Smith said that he was aware that applications had been made for external funding to BAA Stansted and pointed out that it would be helpful if external funding could be recognised by some form of advertising. The Head of Local Plan and Conservation would report on an application to the Heritage Lottery Fund at the next meeting of the Bridge End Gardens Working Party.

**(v) Minute BEG56 – Service Team – Possible New Arrangements**

The Chief Accountant confirmed that the sum of £18,500 towards the cost of a gardener would be an on-going figure. He reminded Members that a report had gone to the Environmental Services Sub-Committee and both reports would be going to the next meeting of the Community Services Committee on 3 April 2001.

RESOLVED that the funding arrangements as set out in the Bridge End Gardens Working Party Minutes of 12 February 2001 be approved.

**(vi) Minute BEG57 – Review of Closure of Gardens**

RESOLVED that the gates continue to be closed between the hours of 5.00 pm and 9.00 am until 31 March 2001.

**(vii) Minute BEG58 – Special Project Financial Update**

RESOLVED that the Policy and Resources Committee be requested to arrange for the Council's contribution of £25,000 towards the restoration of the gardens and the residual amount in the special project budget to be carried over to the financial year 2001/02.

RESOLVED that the Minutes of the meeting of the Bridge End Gardens Working Party held on 12 February 2001 be approved and adopted subject to the decisions set out in this Minute.

AM44 **PARKING STRATEGY WORKING PARTY**

The Minutes of the meeting of the Parking Strategy Working Party held on 20 February 2001 were received.

**(i) Minute PS35 – Decriminalisation**

RECOMMENDED that Uttlesford District Council takes no action for the time being, pending a review of the implementation of this scheme in other similar districts.

**(ii) Minute PS36 – Crafton Green Car Park, Stansted**

RESOLVED that the season ticket allocation at Crafton Green car park be increased by ten.

**(iii) Minute PS37 – Short Term Visitor Parking on Residents' Parking Scheme Streets**

It was noted that the Working Party considered that the County Council should be asked to delegate to this Council powers to control Orders for Residents' Parking Schemes.

Councillor Smith also informed Members that reports asking Members to consider objections received in response to formal publication of proposals associated with the proposed waiting restrictions for Station Road, Newport, New Road, Elsenham and Bridge Street, High Street and Station Road, Saffron Walden would be going to the Highways Sub-Committee meeting on Wednesday 21 March 2001.

RESOLVED that Essex County Council be requested to extend to this Council the power to make and amend Residents' Parking Scheme Orders.

RESOLVED that the Minutes of the meeting of the Parking Strategy Working Party held on 20 February 2001 be approved and adopted subject to the decisions set out in the Minute.

AM45 **MUSEUM MANAGEMENT JOINT WORKING PARTY**

The Minutes of the meeting of the Museum Management Joint Working Party held on 26 February 2001 were received.

**(i) Minute MM22 (iii) – Newport Store**

Members noted that the Curator had agreed to arrange a site visit to the Newport Store to enable Members of the Working Party and the Amenities Sub-Committee to assess the situation. The artefacts which had been collected from the Stansted Airport excavation would also need to be stored. Members felt that the accommodation at the Newport Store would not be adequate.

**(ii) Minute MM23 – Visit to Oxford Archaeological Unit**

Councillor Mrs C Dean gave a brief summary of her report on the visit to the Oxford Archaeological Unit. Members thanked her for an excellent comprehensive report of the visit.

**(iii) Minute MM24 – Presentation on Preview of Draft Strategic Plan**

Members noted that a further report on the Draft Strategic Plan for the Museum for 2001-04 would be presented to the next meeting of this Sub-Committee.

**(iv) Minute MM25 – Church Street Entrance**

The Committee and PR Manager would again draw this matter to the attention of the Property Services Manager.

**AM46**

**AD HOC GRANT REQUESTS**

Councillor Mrs J E Menell declared an interest in Mrs L Saunders' application, vacated the Chair during the discussion thereon and took no part in the decision or voting thereon. Councillor Mrs Schneider chaired the meeting during consideration of this application.

**(i) Applications**

The Sub-Committee considered applications for ad hoc grants received since the last meeting and noted that the balance available from the budget was £6,100.

RESOLVED that

- 1 a grant of £465 be made to Mrs L Saunders of Littlebury
- 2 a grant of £450 be made to The Friends of Ferguson Close
- 3 a grant of £500 be made to the Saffron Walden Cricket Club subject to the young people achieving the coaching award agreeing to work under the umbrella of the West Essex Cricket Board

**(ii) Unused Balance**

Members discussed whether the unused balance of £4,685 should be carried over into the 2001/02 budget with the situation being reviewed at the end of that year. This would ensure that the Council could meet any unforeseen demands next year. Members suggested that organisations should give publicity to these Council grants and should look at making formal presentations. The public would then be aware of the support given by the District Council to local people. The Head of Community and Leisure informed Members that a press release was issued after every meeting of the Amenities Sub-Committee. Members suggested that a list of grants should be published on the monthly Council Page. They asked Officers to give serious consideration to formal presentations being made to some applicants.

RESOLVED that

- 1 the Policy and Resources Committee be asked to approve the carrying over to 2001/02 of the unspent balance of £4,685 for further ad-hoc grants
- 2 Officers investigate arrangements for the presentation of the ad-hoc grants and publicity and report back to a future meeting.

The meeting ended at 9.00 pm.