

Sawbridgeworth and Spellbrook

Annual Town Meeting

MINUTES of the Annual Town Meeting of Sawbridgeworth and Spellbrook held at The Council Chamber, Sayesbury Manor, Bell Street, Sawbridgeworth, Herts at 7.30 p.m. on Monday 08 April 2019.

Present: Cllr Mrs Angela Alder (Town Mayor) Chairman; 21 Local Government Electors for the Parish of Sawbridgeworth and Spellbrook, (including 8 other Town Councillors). PCSO Amanda Higham, Herts Police, Emma Vandore, Bishops Stortford Independent; Town Clerk Richard Bowran, Town Projects Manager Joanne Sargant.

The Town Mayor welcomed those present to the Sawbridgeworth Annual Town meeting and explained that this was not a meeting of the Town Council but of the people of Sawbridgeworth and Spellbrook.

19/01 Minutes of the Annual Town Meeting

Resolved – that the Minutes of the Annual Town Meeting held on 09 April 2018 be confirmed as a correct record.

19/02 Matters Arising

There were no matters arising from those minutes

19/03 Report by the Mayor on Town Council Activities in 2018/19 Appendix A

The Mayor, Cllr Mrs Angela Alder, reported on the Council's Activities in 2018/19. There were no questions for the Mayor.

19/04 Report by the Town Clerk Appendix B

The Town Clerk, Richard Bowran, reported on the Council's Accounts to 31 March 2019.

Q. How much are the council's reserves

A. Approximately £120,000

19/05 The Mayor invited Trustee Reports from Town Charities:

Cllr Angela Alder, Chair of the **Hailey Centre** report is at:
Appendix C

Cllr Ruth Buckmaster, Chair of the **Sawbridgeworth Young Peoples Recreational Centre** report is at:
Appendix D

19/06 The Mayor invited Reports from other parties:

Sawbridgeworth Memorial Hall.

Mt Peter Lee, Chair of the Managing Trustees reported:

- Very health situation with a lot more activities
- Providing 28 hours a week for the over 50s Forever Active group
- In 2008 the Hall made a surplus of between £40,000 and £50,000
- SMHT had been asked to manage the May Fayre in 2019, main changes were that the fairground will be moved to the long-term car park. 65 stalls have already made bookings.

County Cllr Eric Buckmaster reported on matters at HCC and his report is at: **Appendix E**

He highlighted:

- The Minerals Plan consultation
- A414 Consultation
- That Princess Alexandra Hospital's preferred development is at M11 junction 7a.
- The recommendation to HCC cabinet in May is that the library will not co-locate at the fire station and that other alternatives will be examined
- Working with Herts Highways on projects at Sheering Mill Lane, Barnard Road, speed indicators at Spellbrook, there Mile Pond, Vantorts Road, future town twinning signs, Bell Street junction with London Road, Burnside junction, Saffron Gardens access, and hot spots identified by the police.

Q. What was being done to address driving on West Road pavements?

Q. What was being done about inconsiderate parking in Church Street?

Q. What was being done about the deterioration of white line markings in the town?

District Cllr Angela Alder reported on matters at EDHC

Appendix F

including a list of things she was involved with. She highlighted:

- Being on the finance scrutiny committee which had been effective in tackling fraud.
- She was loneliness and isolation champion and had created a community forum. 70% of those asked said that the Hailey Centre was a solution.
- On HAPTC executive committee
- Representative on the STACC and been involved with plans for catering for additional passenger numbers.

District Cllr Eric Buckmaster reported on matters at EHDC and his report is at: **Appendix G**

He highlighted:

- The new 500 seat Hertford Theatre
- The Old Rivers lane Arts Centre

- Social prescribing
- The Forever ACTi be programme at SMHT

Q. What is the update on the Leventhorpe swimming pool?

A. No change from last year although procurement exercises have begun to find potential new contractors.

Cllr Annelise Furness reported on matters at Mandeville school and her report is at: **Appendix H**

She highlighted:

- The multi-schools travel initiative
- The third annual walk to school week
- Park & stride initiatives and the town selfie walk
- “Put a Spring in your Step” event

PCSO Amanda Higham, Herts Police Furness reported to the meeting:

She highlighted:

- The Safer Neighbourhood Team consists of PC Shelly Marshal and PCSO’s Amanda Higham and Paul Weston.
- When not on shift intervention officers from Bishops Stortford or Hertford are on call
- Successful mini-police 8 week scheme for year 5’s
- Crucial Crew for youth engagement for year 6’s
- Attention to ASB at Gt St Mary’s
- OWL membership is up
- Police support community events
- Police cadets will be at the May Fayre
- Successful arrest and conviction of offender who committed recent burglaries in Bakers Walk.

19/07 Report on the Town Action Plan 2016-2020

Appendix I

The Town Clerk introduced copies of the monitoring version of the plan, which had been annotated with actions so far and the addition of some new items.

Q. Will a weekly market be introduced to aid the economic vibrancy of the town?

A. The possibility is still being investigated.

Q. What is being done to assure the quality of new build housing?

A. this will be task of a monitoring group over the next few years.

19/08 Resolutions for which written notice had been received

None received.

19/09 Open Forum

Q. The Sawbo Community Group Facebook pages are a useful conduit, can more Facebook pages be introduced?

A. Cllr Eric Buckmaster said that EHDC were working on a Digital Inclusion strategy.

Q. Can a Youth Café be introduced similar to the one that has been established in Bishops Stortford?

A. Cllr Ruth Buckmaster said that such a facility was being planned by the SYPRC in Bullfields.

A. Comment made that this had been proposed for the use of the current library building if the deal with HCC had gone through many years ago.

Reports made at the Annual Town Meeting are attached to these minutes. They are also posted on the town council web-site.

There being no other questions the Annual Town Meeting closed at 21:05

APPENDIX A

MAYOR'S REPORT ON THE YEAR 2018/19

It is my pleasure to give the report on the activities of the Town Council covering the period May 2018 to date.

The most significant area of concern related to the District Plan and the proposed 3 sites scheduled to be built in Sawbridgeworth.

The Town Council while fully opposed to the 3 sites designated to be developed in our town was actually powerless to prevent them being approved in the final District Plan. This Council was the first in East Herts to establish the Master Planning process and many meetings were attended by representatives from the Town and District Council together with local residents. A member of the District Council Planning Department plus the Developer from each separate site was present during the discussions so they were left in no doubt about the feelings and wishes of the people in this town. We actively engaged in the Master Planning exercise for all three sites and have had some influence in how two of the sites are being developed. However, we remain concerned that our views should be properly respected and plans amended accordingly.

We will continue in our vigorous opposition to any proposal which is detrimental to the wellbeing of our residents.

Moving on through the year a local resident on behalf of several people had expressed his concern regarding the reinstatement of the Elmwood footpath. Thanks to the intervention of our County Councillor who allocated some of his Locality budget to fund the resurfacing it has now been done and is once again a useable footpath for the benefit of all wishing to use it. The Town Clerk is still pursuing the legal ownership in relation to the future maintenance of the path. Another area which has given rise to complaints over several years related to the uneven surface of the area outside the Parish Hall. Despite many years of research it has been impossible to identify the ownership of the land and thereby to get the area repaired. The town council has therefore taken the decision in light of the deterioration and in the interest of the safety of our residents has also resurfaced the area.

The Town council also considered extending the CCTV coverage in the town and is actively exploring ways of installing cameras on the West Road/Station Road/Cambridge Road junction to improve total visibility throughout the town. The current system has resulted in a number of convictions of criminal activity and the Council sees it as a duty to keep our residents as safe as possible.

At the present time there is no news on the future of the Library. However, the Council remains opposed to the transfer of the Library to the Fire Station.

The Council has 4 Committees plus the Appointments and Appraisals Committee which meets twice a year or as additionally as required.

The Planning Committee, Chaired by Cllr. Ruth Buckmaster, has met 20 times including the extra meetings dedicated to one of the three development site applications. This number does not include the Master Planning meetings scheduled in addition to the normal work load. The Master Planning meetings

The Master Planning meetings were organised by District Cllr. Eric Buckmaster. On the whole most of the recommendations were endorsed at District level.

The Finance and Policy Committee, Chaired by Cllr. Eric Buckmaster, has met on 4 occasions and considered a revision of Standing Orders and this was adopted by full Council in November. This committee also recommends the budget proposals and other expenditure which is then formally ratified by full council. The other responsibility of this committee is to review the Policies of the council and to recommend amendments or additions in the light of changing Government legislation e.g. GDPR General Data protection Regulations for approval of full Council.

The Amenities Committee also met 4 times, chaired by Cllr. John Burmicz, this Committee is responsible for the administration of the Allotments where we have 4 sites in the town; the cemetery which is well respected and popular not only with our residents but with families outside Sawbridgeworth. Footpaths and open spaces are also within the remit of this committee together with play equipment inspection, the Town Green, owned by the District Council but where we have an interest in seeing it developed and opened up to a wider variety of uses. This committee also considers community transport, i.e. mini buses, Events such as Fun on the field and Christmas Lights switch on together with Civic Amenities such as the work of the Town Ranger, floral displays, the War Memorial repairs, the council office maintenance programme, community champions awards plus the public toilets in Sawbridgeworth. We are at last seeing agreement on the way forward for the refurbishment of the toilets and hopefully the work will be done before we have the next big event in Sawbridgeworth i.e. the Christmas Lights switch on.

During my year as Mayor I have attend many events within and outside the town. Most memorable for me was the very moving commemoration of the end of WWI and going to Portcullis House with the winners of the Travel challenge – Mandeville School, planting the 200th tree at Reedings School as part of their greening the school environment and meeting the children at the various School Council meetings here in the chamber.

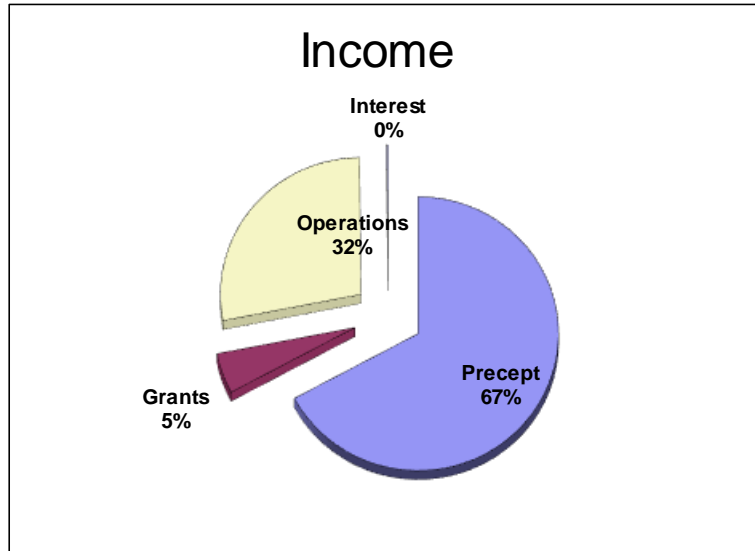
Angela Alder

April 2019

APPENDIX B

TOWN CLERK'S REPORT TO THE ANNUAL TOWN MEETING 08 APRIL 2019

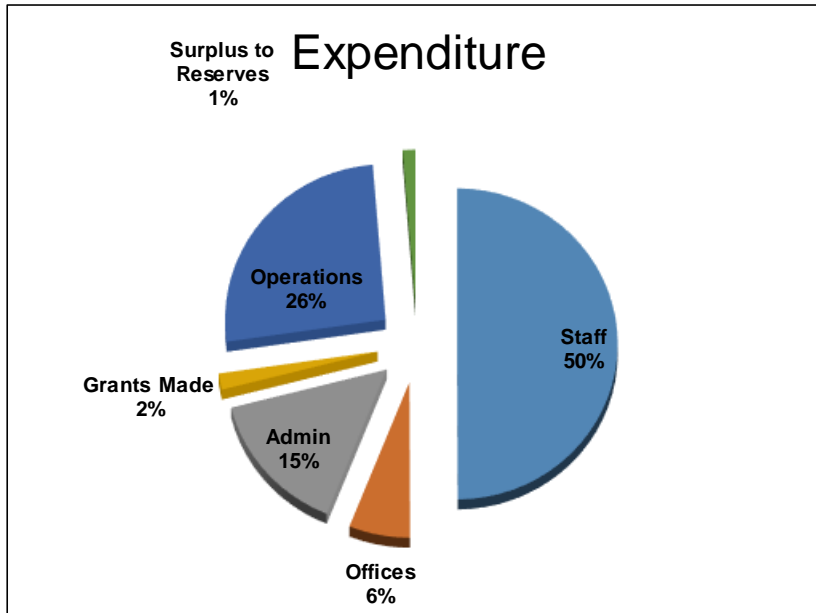
At the Annual Town Meeting the role of the Clerk is to report on the finances of the Council for the year just ended.



In the year 2018/19 the Town Council's Precept was £294,701 this was 67% of the Council's total income.

The Council derives other income from grants (New Homes Bonus of £20,907) and its operations in the town, such as the Town Cemetery, the four Allotment Gardens and the Community Bus services. Income relating to these other activities amounted to £122,520 (last year £153,901) The Council's total income for the year was £438,735 (last year £454,843).

The Council is aiming to continue to develop Operations Income to minimise any increase in the Precept.



We spent a total of £433,445 this year (last year £415,547).

Staff costs amounted to 50% of our expenditure; we have a town clerk, a town projects manager, three part time administration officers, the town ranger and two part time bus drivers, this is equivalent to 5.5 FTE staff. All other services are carried out by contractors.

Our operations costs were 26% of our spend, and included management of the Town Cemetery, the Allotment Gardens, Sawbobus, the two Community Minibuses, recreation areas, footpaths, the town ranger, provision and maintenance of Floral Displays, and community events including Fun on the Field and the Christmas Lights Festival.

Our administration costs at 15% of the total included our responsibilities as a Consultee on planning applications and matters relating to the town, removal of Fly Posting, Civic Events, Community Transport, Floral Decorations, Promoting the Town, consultations, subscriptions, insurances and our duty to provide Democratic Services including meetings, committees, elections and representation on outside bodies including liaison with the County and District Councils.

During the year, the Council continued the operation of Sawbobus, now in its tenth year. This has been financed by grants from EHDC and from commercial sponsorship. We have suffered from a decrease in grant funding and are having to think of other ways of sustaining the service to Lower Sheering and onto Sheering village itself. It also managed the two Community Minibuses, which are self-financing although take up significant administration time.

The Town Council continues to step in to preserve services to the community when other organisations are unable to continue.

The Council made grants totalling £6961 to nine different local organisations during the year; these were the Citizens Advice Service, the Crucial Crews Project, Sawbridgeworth PCC for tree work, Keech Hospice Care, the Town Twinning Association, the Hailey Centre and the Young Peoples Recreation Centre.

There was a small surplus of £5,290 for the year and this has been added to our general reserves.

For this coming year the precept has been increased to £318,277. This is because members of council were very aware on the decrease in support income from other sources and the requirement to maintain reserves. Since the town's housing stock has increased this amounts to an increase of 10.7p per week for a Band D household.

**THE HAILEY CENTRE
REPORT FOR THE YEAR 2018/19**

Objects and Powers

The Trust is established for the benefit of older people in the Parish of Sawbridgeworth with the object of improving their quality of life.

The Board met on four occasions during the period covered by this report and has dealt with matters relating to the efficient running of the Centre including reviewing the health and safety policy, financial management arrangements, staffing and safeguarding issues and rates of pay. The Management Committee has also met four times and has made various recommendations to the Board to enhance the smooth running of Centre activities.

The serving Trustees are:

Councillors – Mrs. Angela Alder - Chairman)

Mr. John Burmicz) four year terms until May 2019
Mrs. Pat Coysten)

Community – Mr. Eric Buckmaster)

Mr. Colin Gill – Honorary Treasurer)
Mr. T. Noakes) three year terms until
Mr. Ralph Reed – Deputy Chairman) May 2020
Mr. Steve Robertson)

The Trustees are grateful to the Town Council for the grant towards the cost of utilities and to Hertfordshire County Council Social Services for its grant towards staffing costs.

The Board gratefully acknowledges the very generous donations during the year from relatives and friends who expressly remember the Centre often through collections made at Funerals and Thanksgiving for the lives of loved ones. Contributions from all sources of financial support are much appreciated and help to keep the running costs down and continue to keep the Centre a welcoming, attractive and vibrant place to visit for the older people of Sawbridgeworth. The Board is very aware of the pressure on local authorities and makes every effort to control expenses as well as raise funds for the benefit of the users of the Centre. The Board is fortunate in having an excellent Honorary Treasurer who keeps a tight control on expenditure.

I am pleased to report our continued good relationship with Sawbridgeworth Town Council officers which has enabled the Centre to utilise the Council Chamber for some fund raising events. The Town Council held several open Saturdays in the Council Chamber during the District Plan consultations which attracted many visitors. On those occasions the connecting door to the Centre was opened to give local

people a chance to buy some refreshments in the Centre main hall. An arrangement mutually beneficial.

As last year the Centre Manager conducted a Questionnaire among our users. 78 people completed the Questionnaire with the overwhelming majority specifically mentioning the hot meals and the avoidance of feelings of loneliness and isolation. The following examples are a few of the views expressed by the responders:

"I think the centre caters very well for all types of people and has a variety of activities."

"It makes a social aspect of my life that would be missing in my life if it did not exist. I would miss the Hailey very much if it did not exist".

"We feel that the Hailey centre provides a purpose for the over 55, without it, a lot of people would find it very lonely. A Great place to meet other people who you would not normally see"

"Good to meet other older people and talk about life in general and help each other. It's great that there are people that help me get to the centre. The activities are good and motivate people in the afternoons with entertainment and the opportunity to dance are greatly attended and keep us active. Do keep up the good work and keep the older generation moving."

"The company here is very good, I look forward to having someone to talk to, days go by and I see no one".

"The Hailey Centre is essential to the community, it's a meeting place for all ages (55+). It provides excellent meals at sensible prices and as well as a meeting place for friends new and exciting. An opportunity to leave the home and improve the mind, this promotes general wellbeing".

"Most importantly I have made new friends. I have attended the centre on a regular weekly basis for at least the last 10 years after my husband died. I have participated in all sorts of events and have gone on most of the twice-yearly holidays organised by the centre. I do not at the moment take the dinners on a regular basis but attend most of the special lunches. At the moment I play whist and bingo and have a team for the monthly quiz. I no longer do keep fit."

The Management Committee has met regularly throughout the year and offered sound and practical advice to the Board which has been warmly received and implemented where appropriate.

The annual "Thank you" lunch for our much valued volunteers plus their partners or friends was again well attended and appreciated by all.

Centre activities throughout the year have been well supported and the outings and events enjoyed to the full by Centre users and their friends. The Centre provided 4,695 lunches this year. The volunteers continue to provide a cheerful waitress service week in week out without whom the Centre would be hard pressed to maintain the current level of service. I am delighted to report that at our most recent inspection by the Environmental Health Officer we retained our five star rating for our

catering service. We provided 141 seats, for food shopping trips dropping users off at their own front door. The Centre users had 6 days of outings and no holidays this year. We cater for those with specific transport needs by use of taxis. However, the majority of our visitors use Sawbobus or walk. We have four people who use scooters which we accommodate at the rear of the building.

The Centre now runs seven exercise classes including keep-fit, Pilates and Yoga sessions each week with a full complement of participants totalling 2,101 users benefitting from this service. The Photography sessions on Wednesday mornings and the Silver Surfers on Thursday mornings are both “manned” by volunteer instructors and provide a one-to-one teaching session with all slots filled i.e. 157 people are now more IT literate in Sawbridgeworth as a result of these sessions.

Earlier in the year we were approached by Hertshealth concerning the setting up of a dementia support group on a Wednesday morning. It opened for the first clients last August and has been of invaluable assistance to so many families with relatives suffering from early/moderate forms of dementia to mild memory loss. The establishment of this much needed service highlights the inadequacies of the current building as in providing this facility and the exercise sessions has necessitated closing the hall for casual morning coffee visitors. The Board is looking at how the rear area might be better utilised so that more people can benefit from the Centre.

The Whist, Bingo and Art sessions are also fully supported. The Quiz, Film show and Musical afternoons continue to prove highly popular and profitable events. The Camera Club has just celebrated its sixth birthday and has continued to go from strength to strength. Apart from the fun and pleasure the members derive from the Club itself, where they have been out and about taking photographs, some of which have been used as front covers for our monthly Newsletter, they have assisted with the fund raising activities at the Centre. Many of the Centre users have taken advantage of the Camera club to have their pictures taken for bus passes or passport renewals.

The Board agreed that major fund raising events should be run on the back of town centre activities i.e. the May Fayre and big Christmas Lights switch on. However, it was agreed that the Race Night which had been much enjoyed by our visitors and made a very handy profit should be continued for this year.

On the first Saturday each month we have “bacon butties” on sale and these are doing a roaring trade and helping to boost our fund raising efforts. All these activities have increased not only the income but raised the profile of the Centre and what it can offer to older people in Sawbridgeworth.

The visiting Chiropodists delivered 548 treatments up on last year. Well cared for feet assist in keeping older people mobile and self-reliant. The Hearing Aid Specialist had 168 consultations and is also helping to meet the growing demand for a very local service. The Centre also carries a supply of batteries which is valued by local people. The attendance at the Centre on a regular basis of these professionals is very much appreciated by the people we serve.

In January the Centre held its annual New Year celebration lunch at the Bishop’s Stortford Golf Club which was delicious. The function was a huge success and attended by sixty five regular users of the Centre. As well as our now annual New

Year lunch the Centre has special lunch events to celebrate occasions like Easter and our own Christmas lunch and party in the Centre.

The Centre has received good press coverage over the twelve months giving a positive picture of a Centre for older people being active, helping older people lead fulfilled lives and enjoying themselves with much of this attributable to our present and former Managers with their vision for engaging older people in a proactive role.

On the staff side there have been a number of changes. Debbie Nicholas has replaced Julie Bradley as Assistant to the Centre Manager and is responsible for the upkeep of our web site and organising of the outings. During the year we appointed a new Cook, Mrs. Jeannie Allen as replacement for Fiona Gibbins who needed more time to visit her ageing father in Cumbria. Fiona still helps with Liz's café on Thursdays and as occasional cook for special events. The Centre Manager, Susan Fitzwilliams, decided to retire to Tenerife and her replacement, Mrs. Kerry Reynolds, started in the role in February this year. Sue will be much missed by us all but Kerry has made a good start and already has introduced new activities. We are also losing Lyn O'Hanlon, catering assistant, who is leaving to look after a grandchild and we are actively looking to find a replacement. Lyn has served the Hailey Centre well during her three years with us and will be another person hard to replace. I am relieved to report that Charlotte Birks, our housekeeper will continue in our employment. Our employees have the option to join the pension scheme if they wish and the Board is grateful for the expertise of our Honorary Treasurer, Mr. Colin Gill, who has ensured that we are legally compliant with a properly validated Pension Scheme for Centre employees.

The Board wishes to acknowledge with grateful thanks the valuable contribution of the volunteers who give over 1,000 volunteer "man" hours per month to the running of the Centre and without whose willing help the Centre would not be the vibrant and happy place it is today. The Board would also wish to place on record its thanks to the staff who provide a friendly and welcoming environment for all visitors and users of the Hailey Centre week by week throughout the year. On a personal note I would like to add my thanks for the dedication and commitment of all the Centre staff for their contribution to the smooth running of the Centre. It is also my very real pleasure to thank my Deputy Chairman, Ralph Reed, and all the volunteer Trustees for their help and support throughout the year.

Thank you

Angela Alder
Chairman of the Board of Trustees
April 2019

Sawbridgeworth Young People's Recreational Centre Management Committee (Charity Number 302466) Report for the year 2018/19

The management committee meets throughout the year to deal with issues relating to the centre. They are volunteers who are all committed to working for the best for the centre.

The management committee consists of:

Cllr R. Buckmaster - Chair

Cllr D. Royle - Secretary

Ms J Sargent/ Ms G Felstead - Treasurer

Cllr A Alder

Cllr A Furnace

Cllr S Adamopoulos

Mrs G Hawkins

Mr R Alder

Mr S Day

Mrs L Dale - Centre Manager

The Hall has been well used this year. It has hosted many events, such as Fun on the field, various quiz nights and other charity events, as well as being 'home' to all our regular users. We are nearly at full capacity in our bookings and have added an evening for young users with the wood turners and some offering drama and singing lessons. Last year's summer play scheme was again fully booked.

The management committee has been working on improving the maintenance of the site. To this end we have a new contract with Broadmead Leisure Ltd to inspect monthly and to repair the playground equipment when necessary. After an initial inspection the cost of the current repairs and upgrading comes to approximately £1800. This is needed to make all the equipment safe. After this we will continue to repair as necessary.

The Hall is over 20years old and has been used extensively during that time. But is now in need of some maintenance work.

The flooring in the hall was the original and therefore needed replacing as some areas were beginning to become unsafe. It was decided to apply for grants to cover the cost of this and we received £8000 from EHDC, £3000 from Stansted community fund and £800 from our County Councillor's locality budget, even though we had raised £11800 towards the cost of the flooring. SYPRC has to pay £2800 from its funds towards it.

We are hoping to decorate the hall during the Easter holidays. This will include the hall, stairway and kitchen. The estimate for this is £2900. New tables have been bought and we would also like to replace the blinds, as you can see the hall needs to be maintained and costs are going up.

We increased the hire charge in January 2019 to £13 weekdays; £17 and £21 Saturdays; £17 Sundays. This is the first increase for a number of years and is in line with other local halls hiring fees.

We would like to thank the Town Council for their continued contributions towards running costs.

With the future developments in Sawbridgeworth increasing the demand of Preschool, youth clubs and other groups we are looking into how the Bullfields centre can be improved.

Our ambition would be for SYPRC to be a beacon for youth services and facilities, in order to achieve this the management committee would like to reconfigure the changing room area and possibly extend the building. This would enable us to offer more rooms and facilities to existing and future users.

We have some ideas of what we would like to achieve but also want ideas from the users and residents.

All of this will cost a great deal, while we do not know if we will be able to receive any S106 money, we need to look into ways of funding these changes.

As I said Bullfields has been well used in the last 20 years and I want it to continue so for the next 20 years.

Finally, I would like to thank all the management committee for all their work and commitment over the past year. And especially Lisa our centre manager without her care and attention the Centre wouldn't be as good as it is.

Ruth Buckmaster
Chair
April 2019

County councillor Annual report April 2019

We have had a number of consultations

Most recent and significant was Minerals Local Plan Review Which closed on 22 March.

East Herts District Council objected to this and I voted against its inclusion in the draft plan

We haven't yet had any feedback on the responses but Tarmac have issued a note to say they are reviewing the scale of operation

The scheme submitted as part of their representations to the Council has changes to the proposed boundaries of the site:

1. To remove the field to the west of Olives Farm from the Preferred Site to safeguard potential archaeological remains and maintain the historic setting; and
2. To change the boundary to the north east of the site, south of Olives Farm, to increase the standoffs to nearby heritage assets.

In addition to this, we have amended the boundary around Coldharbour Farm to the south west of the site, removing the farm from the proposed site.

Feedback I have seen so far from residents show concern that it will move the operation closer to the village of Stansted Abbots.

Minerals Local Plan Timetable

Season	Year	Key stages
Winter/spring	2017/18	Draft Plan Consultation
Winter/spring	2019	Proposed Submission
Summer	2019	Submission to Secretary of State
Autumn	2019	Examination
Summer	2020	Adoption of Minerals Local Plan

Another earlier in the year was the A414 Consultation

This was broken into segments. The clear message is that it is not just about highways infrastructure but very much about modal shift, technology change and possible East to West rapid transit e.g. to make bus transportation quicker and easier. Any major Highways expenditure would have to be funded by further highways growth. In response to the consultation the Gilston Neighbourhood Plan Group requested a meeting to query the process by which the second river crossing of the Stort was selected. I attended as did your chairman along with Hunsdon and Gilston Chairmen, along with a

Highways officer and Cabinet member for Growth and Infrastructure. Concerns remain that it will have the effect of cutting off Terlings Park from the rest of Gilston Village and will re-route the A414. East Herts officers have written to the site promoters to see if the scale of the junction at Terlings could be reconsidered through changing local priorities and for more detailed drawings to be provided for residents to aid understanding.

Housing Infrastructure Funding

The county council has applied for up to £171m of funding to deliver the sustainable travel infrastructure needed for the Harlow Gilston Garden Town (HGGT) project.

The government's Garden Towns programme, which has a vision that 60% of all journeys within, and to and from the development will be by sustainable transport –

The funding bid for Gilston includes proposals for:

- A walking, cycling and public transport link from Eastwick junction to Harlow town centre via the railway station.
- An additional road crossing over the River Stort, linking the A414 at Eastwick with a new roundabout north of the river then onwards to Edinburgh Way via River Way.

Princess Alexandra Hospital

On 7th March Princess Alexandra Hospital announced its preferred option to have a new build facility located to the East of Harlow near the proposed Junction 7A. They still have a lot of work to do in order to secure funding. They would hope for an announcement of support from the Government in the Autumn Statement this year. There would then need to be public consultations and if eventually approved there would be an anticipated construction period of around 3.5 years. This would compare favourably with a regeneration of the existing site which could take up to 7 years.

County Council and Social Care

As everyone is aware all councils will face considerable pressures in the next few years owing to the ageing population. The council will continue to look for efficiency savings and savings through contract tenders and commercial activities.

Highways initiatives for Sawbridgeworth.

Sheering Mill Lane Potential one way system for to improve safety. My preferred option is one way in from Vantorts. Designs have been done and

are now subject to a safety audit. Once this is done a public engagement will take place to describe the scheme and encourage responses.

Barnard Road resurfacing. Waiting to be programmed.

Roseacres resurfacing needs some remedial work. It has been reported and awaiting to be scheduled.

Spellbrook Speed Indicator. Recently installed

Cambridge Road 3 mile pond junction protection/lines Statutory Consultation expected to take place in April/May

Vantorts Road footway protection Consultant has been engaged and further design works are being commissioned. Finding a solution to parking on the pavement will be a real challenge owing to the narrowness of both road and pavement.

Fairway junction protections for visibility and safety. DY Lines on Elmwood and Linwood junctions with Fairway plus waiting restrictions on Fairway to limit commuter parking. Stage 1 public engagement to take place during April/May

Sawbridgeworth South East Quadrant 20mph zone feasibility speed and volume survey. Awaiting data.

Footpath 27 resurfacing. Awaiting programming

New Town Signs to reflect additional twinning

Bell Street Junction/London Road. It is technically possible widen the bellmouth at the junction to aid turning. This will progress to the next phase of preliminary design. The detailed design could take 12 months but I am pushing for it to be sooner. Also depends on what is underground in the way of utilities. It is possible the guard rails outside New Mexico will be removed and replaced by bollards.

Bullfields sustainable Verge Works. No time frame yet but possible grasscrete.

I also went on a tour of the town with the PCSO's and Highways assistant last week. We were looking at areas where safety could be improved through improved or renewed road markings, moving signs, additional railings e.g. outside Reedings. Also looked at whether or not the priorities at the top of Northfield Rd were appropriate i.e. roundabout. These and other suggestions can be looked at in future budget rounds.

Burnside junction protection with London Road, Statutory Consultation in 3 months. I also reminded them about Saffron Gardens.

APPENDIX F

East Herts Councillor report

Old River Lane Proposals

The Planning application for a multi storey car park at Northgate End was approved in February. This is for around 540 spaces and is intended to free up the surface car park in the causeway for a regeneration of Bishop's Stortford Town Centre. This was also approved at Full Council on 5th March and now will pave the way for a multi-use Arts Centre, Residential premises of around 135, retail and restaurants, and new public realm. The Arts Centre will contain a 500 seat Theatre, 4 cinemas, food and beverage, studio, and Library.

Other Infrastructure included in East Herts in 2018 included the expansion of Herford Theatre to a 500 seat auditorium plus 3 cinema screens and new café and studio, to be completed in 2022. There will also be a refurbishment of Hartham Leisure Centre in Hertford, and in Bishops Stortford the existing Grange Paddocks will be replaced by a new leisure centre. All are going through either procurement processes or early stages of design and planning. Planning applications for the leisure centres are expected later this year.

At East Herts Full Council, councillors supported the appointment of Richard Cassidy who will take the helm as the new Chief Executive later this year (exact date TBC), following the departure of Liz Watts. Richard joins the team from Fenland District Council where he served for 15 years as their Corporate Director with responsibility for Community, Environment and Leisure. Richard brings with him a wealth of experience, having worked in local government for over 30 years at councils in London, Essex, Suffolk and Cambridgeshire.

Eric Buckmaster April 2019

Sawbo Travel Challenge and Town Selfie Walk 2018

The Sawbo Travel Challenge and Town Selfie Walk is a multi-school and Sawbridgeworth Town Council initiative supported by Hertfordshire County Council (HCC) and East Herts District Council (EHDC) designed to encourage sustainable journeys to school and walking in Sawbridgeworth generally. It has taken place three years running – initially in September 2016, then September 2017, and most recently September 2018 (24-29 September). This year's Challenge proved yet again to be highly successful with five primary schools totalling over 1,000 pupils now taking part – Fawbert and Barnard Infants' School, High Wych CE Primary School, Mandeville Primary School, Readings Junior School and Spellbrook Church of England Primary School.

The initiative is now established as an annual event with both pupils and parents/carers expecting it as part of the town and school activity calendar, and we believe that it continues to encourage parents/carers and pupils towards walking, cycling and scootering, as well as car sharing, walking bus and park & stride schemes.

The initiative:

- Travel Challenge Passport – every pupil was provided with their own “passport” covering five days in which they recorded their journeys to school. If they came to school via sustainable means – walk, scooter, cycle, bus, park & stride – they received a stamp for that day (Figure 1 & 2 below).
- Travel Challenge Competition – schools could choose to compete to be the most improved school since last year, and to have the highest percentage of pupils journeying sustainably. Four schools did this and recorded the number of journeys on a bespoke spreadsheet. All schools were presented with a certificates and trophies of participation by Sawbridgeworth Mayor Angela Alder with a celebration ceremony held at the Town Council chambers on 24 October.
- Town Selfie Walk – pupils were asked to bring their families to an event between 11am and 2pm on the Saturday at the end of the week organised by the Town Council where they were encouraged to explore Sawbridgeworth on foot (Figure 3 below). They were issued with a leaflet listing selfie stops (Figure 4 below) and a map showing the town's Twitchells, and received a further stamp in their “passport” for attending.

Promotional activities:

- Branding – continued use of the initiative's name, Sawbo Travel Challenge, developed in 2016 with support from EHDC marketing team.
- School assemblies – each school held an assembly at which Samantha Parfitt from HCC Active and Safer Travel Team explained the initiative to pupils, accompanied by Buster the Dinosaur, HCC's sustainable journeys to

school mascot. The Mayor and/or Town Councillors were present at some of these assemblies.

- Letter and flyer (Figure 5) to parents/carers – each school provided information to pupils' parents/carers outlining the initiative and asking for their support.

- Signage – banners were refreshed from previous years using this year's dates and sited outside each school in and around Sawbridgeworth promoting the initiative.

- Local press – the initiative was previewed in local media including the Herts & Essex Observer, The Flyer and the High Wych Big Link. A promotional press release and photographs from the Town Selfie Day was also featured in the Herts & Essex Observer and the Flyer (Figure 7).

- Passport day themes – the previous years' themes were used again to promote participation with pupils given the opportunity to wear an item to school each day of the Challenge e.g. Eco Monday wear something green, Wacky Wednesday wear something bizarre.

- Selfie stops – the Town Selfie Walk featured selfie stops to encourage walking to various key points around Sawbridgeworth. This year these stops were managed by community groups – the Rotary Club, the Women's Institute, Hertfordshire's Countryside & Rights of Way team, and the Evangelical Congregational Church.

- Fluffies – each pupil was given a Town 'Selfie' Walk collecting bag and at each stop they could collect a 'fluffy'. These fluffies were themed to match the days of the Challenge Week (above) with the last fluffy being a Baby Buster Bug collected from Bell Street car park.

- Parents/carers could upload their own photos and selfies to the Sawbridgeworth Town Council Facebook page. Pupils received a passport stamp and could have their photo taken with Buster.

- Stalls – there were stalls at the Town Selfie Walk including The Orchards, Sawbridgeworth Fire Service and Cyclepods, which ran a scooter competition. Refreshments were provided by a stall run jointly by the schools' PTAs. The Police Cadets were also present.

Funding

Funding for this year's Sawbo Travel Challenge and Town Selfie Walk was provided by Sawbridgeworth Town Council and covered:

- Printing of 1,200 passports

- Custom-made stamps

- Participants' trophies

- Collecting bags and fluffies, including Baby Buster which was provided with financial support from Mayor Angela Alder.

Impact

Once again evidence shows the initiative had a significant effect on increasing the number of sustainable journeys to school in the area.

Measurements taken by some schools before and during the Challenge Week showed that schools increased their percentage of sustainable journeys during the initiative.

Sawbridgeworth Town Action Plan

REPORT TO THE ANNUAL TOWN MEETING 08 APRIL 2019

Members of the town council decided last year to establish a Town Action Plan and Economic Development Committee to progress actions.

This reports on the progress this year against the Action Items in the Town Action Plan.

Amenities and Facilities

At long last we have reached agreement with East Herts District Council on the way forward. We will be placing a contract with Healthmatic for the restoration and enhancement of the Bell Street car park conveniences and relocating the K6 former telephone box to the site as a housing for a town centre defibrillator.

Environment

Pollution caused by traffic is being monitored as part of the new housing developments in the town, it is not clear yet what action will be taken to mitigate the increases we are anticipating.

Footpath at Elwood has been refurbished and a Right of Way is in the process of being established. Footpath at the Parish Hall has been refurbished.

People in the Community

The Bullfields Centre (SYPRC) is now being managed by a new committee who have started refurbishment works and have plans for enhancing its facilities.

Planning and Housing

The town council have been very active in registering its concerns and making positive suggestions during the creation of the new District Plan.

It has also made detailed representation at the meetings of the Development Management Committee on matters relating to the first major planning applications that have been made subsequent to the introduction of the Plan.

Traffic and Transport

Investigations under way by our County Councillor to establish speed restrictions and parking issues. Reviews with Herts police and Herts Highways on hot spots to be addressed.

Options for extending the Sawbobus services continue to be explored in conjunction with changing our licencing permit to broaden the categories of passengers we can carry.