
SAWBRIDGEWORTH TOWN COUNCIL

MEETING NOTES BY THE TOWN CLERK

TOWN ACTION PLAN 2015-20

Meeting held at 19:30 on Tuesday 15 September 2015
at Sayesbury Manor, Bell Street Sawbridgeworth

Those present:

Tony Vidler	Karen Nicolao	
Cllr Don Hall	Cllr Heather Riches	Cllr David Royle
Richard Bowran, STC	Joanne Sargant - STC	

1	Apologies for absence: John Burmicz; Ruth Buckmaster; Eric Buckmaster; Angela Alder; Greg Leary; Hazel Mead; Nicole Hutchinson
2	Notes of second meeting 24 August 2015 <ul style="list-style-type: none">Notes were reviewed and agreed as a true record of the meeting.Relationship between the Town Action Plan, a Neighbourhood Plan, and the District Plan were reviewed.
3	Working Parties <ul style="list-style-type: none">Working Group SWOT analyses had been received from Traffic & Transport, Environment and Planning & Housing and were circulated. Draft SWOT analysis from Amenities & Facilities was produced at the meeting.Would all other Working Groups please meet and complete a first draft of their SWOT analyses and return them to Richard Bowran at the town council.Suggested that each Working Group appoint a group leader to aid future communications.
4	Forward Plan <ul style="list-style-type: none">First Public Consultation will take the form of a Drop-in-Day on Saturday 31 October at the Hailey Centre.Format will be presentation boards for each of the eight working groups. Invitation to paste "Sticky Notes" on each subject with plusses and minuses ideas.
5	Other Business <ul style="list-style-type: none">There were no other points raised.
6	Date for Next Meetings <ul style="list-style-type: none">Working groups – Wednesday 28 October 2015, 19:30.Drop in Day – Saturday 31 October 2015, Hailey Centre, 12:00 – 16:00

The session ended at 20:30