

# Sawbridgeworth Town Council

The Council Office, 49-51 Bell Street, Sawbridgeworth  
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**MAYOR**  
Cllr Barry Hodges JP

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**TOWN CLERK**  
Richard Bowran BSc.(Hons) MILCM

To Cllrs Alder, Coysten, Filler, Hodges, and Rochester (plus Cllr Buckmaster)

## AMENITIES COMMITTEE

You are invited to attend a meeting of this committee which will take place on **Monday 08 October 2012** at about 8.00pm following the meeting of the Planning Committee at The Council Office, 49-51 Bell Street, Sawbridgeworth for the transaction of the following business.

A handwritten signature in black ink, reading 'Richard Bowran', with a horizontal line underneath.

Town Clerk  
02 October 2012

### AGENDA

- A12/10 VACANCY ON THE COMMITTEE**  
To recommend the appointment of a member to replace Adam Lowe who has resigned from the council.
- A12/11 APOLOGIES FOR ABSENCE**  
To receive any apologies for absence
- A12/12 PUBLIC FORUM**  
To receive representations from members of the public on matters within the remit of the Amenities Committee.
- A12/13 DECLARATIONS OF INTEREST**  
To receive any Declarations of Interest by Members<sup>1</sup>
- A12/14 MINUTES**  
To approve as a correct record the minutes of the Committee Meeting held on 09 July 2012 (A01)  
To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- A12/15 ALLOTMENTS**  
To report on matters relating to Allotments
- Allotment Association
  - Water supplies
  - Bullfields
  - Southbrook
  - Vantorts
  - Bellmead
  - Waiting list

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**A12/16 CEMETERY**

To report on matters relating to the Town Cemetery

- Inspection
- Maintenance
- Cemetery Expansion

**A12/17 OPEN SPACES & FOOTPATHS**

To report on matters relating to Footpaths and Open Spaces

- Vantorts Park
- Bullfields
  - Inspection and maintenance
  - Installation of security cameras
- West Road
  - Inspection and maintenance
- Other areas
  - Bell Street flower beds
  - London Road flower beds
- Footpaths
  - General state

**A12/18 CIVIC AMENITIES**

To report on matters relating to Civic Amenities

- Ranger activities
  - Report on current arrangements
- Farmers Market
  - Report on September Market
  - Plans for the future of the market
- Floral Displays
  - Display for 2012
- Town Signs
  - In car park for town directions

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Where a matter arises at a meeting which relates to an interest which is a sensitive interest, the member shall not participate in a discussion or vote on the matter. If it is a sensitive interest which has not already been disclosed to the Monitoring Officer, the member shall disclose he/she has an interest but not the nature of it.

Where a matter arises at a meeting which relates to an pecuniary interest, the member shall not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting.

A member only has to declare his/her interest if it is not already entered in his/her register of interests or he/she has not notified the Monitoring Officer of it or if he/she speaks on the matter. If he/she holds a pecuniary interest which is a sensitive interest not already disclosed to the Monitoring Officer, he/she shall declare the interest but not the nature of the interest.

Where a matter arises at a meeting which relates to a financial interest of a friend, relative or close associate, the member shall disclose the nature of the interest and not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting. If it is a 'sensitive interest' the member shall declare the interest but not the nature of the interest.