

SAWBRIDGEWORTH TOWN COUNCIL

AMENITIES COMMITTEE

Minutes

of the meeting of the Amenities Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20.30 hrs. on **Monday 13 February 2017**.

Those present

Cllr Angela Alder
Cllr Roger Beeching
Cllr Ruth Buckmaster

Cllr John Burmicz
Cllr Pat Coysten
Cllr D Royle

In attendance:

R Bowran - Town Clerk

Joanne Sargant – Projects Manager

A16/10 APOLOGIES FOR ABSENCE

To receive any apologies for absence. There were none.
Cllr Sotirios Adamopoulos was absent.

A16/11 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Amenities Committee. There were none.

A16/12 DECLARATIONS OF INTEREST

To receive any Declarations of Pecuniary Interest by Members. There were none

A16/13 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meetings on:

- 10 October 2016 : A02 [*prop Cllr Alder; secd Cllr Coysten*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

A16/14 ALLOTMENTS

To report on matters relating to Allotments

- Allotment Association. Continuing dialogue on matters of mutual interest. Allotments Manager to implement an improvement programme.
- Water supplies. Outstanding is the extension of the water supply to plots tenanted by less able people at Southbrook.
- Bullfields. Incidents of shooting with air-guns over the site. Police have been involved.
- Southbrook. No matters arising
- Vantorts. No matters arising.
- Bellmead. No matters arising
- Waiting list. Three tenants have been given notices to quit due to non-payment of rent. Waiting list is static, plots are being halved and there were questions of the logistics of this approach.

Allotment charges were reviewed and compared with other towns in the area surrounding Sawbridgeworth.

Recommended: That charges be increased from £4.00 per rod to £5.00 per rod from 01 October 2018, to be notified to tenants in the summer of 2017. [prop Cllr Alder; secd Cllr Beeching]

A16/15 CEMETERY

To report on matters relating to the Town Cemetery

- Inspections are carried out on a daily basis by the town Ranger or the town Cemetery Manager.
- Maintenance continues and the efforts of the town Ranger will be supplemented by contractors on the spring and summer.

Cemetery charges were reviewed and compared with other towns in the area surrounding Sawbridgeworth.

Recommended: That charges be increased as per the attached schedule from 01 April 2017, [prop Cllr Beeching; secd Cllr Alder]

A16/16 FOOTPATHS & OPEN SPACES

To report on matters relating to Footpaths and Open Spaces

- Bullfields
 - Inspection and maintenance have been carried out in a timely manner.
- West Road
 - Inspection and maintenance have been carried out in a timely manner. Consultants to EHDC have contacted us requiring changes to the information boards at the site.
- Other areas
 - Bell Street flower beds are in a satisfactory condition.
 - London Road flower bed will be refurbished now that the Christmas light display has been removed.
- Town Green
 - There will be no further development possibilities until EHDC have determined what access routes are needed for the extensions to Central Surgery.
- Footpaths
 - General state is not satisfactory, but staff shortage have precluded active progressing. The state of a footpath in Spellbrook was mentioned. A proposal for a footpath at Rivers Hospital was discussed and the current situation explained.
- Rivers Heritage Site & Orchard
 - Maintenance days continue. STC managed the Wassail event in a different format which increased the logistic efficiency and met with general approval.

A16/17 CIVIC AMENITIES

To report on matters relating to Civic Amenities

- Ranger activities
 - Working arrangements for the summer season have now ended.
- Markets
 - There have been no further developments.

- Floral Displays
 - Displays for summer 2017 will be arranged by Cllr Coysten in conjunction with the town Projects manager and sponsor Oakridge Nurseries.
- Public Conveniences
 - Jess Khanom, the head of service at EHDC, has promised to present their proposals by the end of February 2017.
- War Memorial Repairs
 - The working party had met Abbey Memorials and explored a number of options. Abbey will evaluate and quote for each of the alternatives.
 - To review the activities of the Task and Finish Group.
- Defibrillator
 - To consider the principle of whether the town council should provide a Defibrillator now that all staff were Level Two trained in First Aid. To be located at the outer entrance to the council offices.
Recommended: That the proposed cost of a maximum of £2,000 for the project be included in the Draft Budget for 2017-18. [*prop Cllr Coysten; secd Cllr Alder*]

A 16/18 CIVIC & CHARITY EVENTS

To consider and review Civic & Charity Events planned for 2017/18

Clerk listed the 18 Civic, Ceremonial, Scheduled and Fund Raising events proposed for 2017-18. Because of the pressure to reduce costs incurred by the town council the list was reviewed and a number of recommendations made.

Recommendations:

1. All Statutory Civic and Ceremonial events be continued
 - a. Citizen of the Year Awards
 - b. Civic Service
 - c. Bry Twinning Ceremonial
 - d. Remembrance Day
2. Scheduled events to be continued
 - a. Christmas Lights Switch-on & Lights of Love
 - b. Fun on the Field
3. All Charity events to be managed in future by the mayor.
 - a. Mayor's Wine Tasting Event
 - b. Mayor's Cabaret Show
 - c. Civic Dinner
 - d. Other mayor's events
4. Events resolved for support by the council to be budgeted for.
 - a. Town Selfie Walk Day
 - b. RHSO Wassail
 - c. RHSO Apple Day

Meeting ended at 22.05