

# Sawbridgeworth Town Council

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**MAYOR**

Cllr Dr John Stefan Burmicz

**TOWN CLERK**

Richard Bowran BSc.(Hons) PSLCC

To: Cllrs Alder, R Buckmaster, Hall, Jones, Patel and Royle (*Cllr Burmicz*)

## **ECONOMIC DEVELOPMENT & TOWN ACTION PLAN COMMITTEE**

You are invited to attend a meeting of this committee which will take place on **Monday 15 July 2019** at 7.30pm at Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

A handwritten signature in black ink, reading 'Richard Bowran', written over a horizontal line.

Town Clerk  
09 July 2019

## **AGENDA**

- E 19/01 ELECTION OF COMMITTEE CHAIRMAN**  
[👏] To elect a Chairman of the committee for the civic year 2019/20
- E 19/02 ELECTION OF COMMITTEE VICE CHAIRMAN**  
[👏] To elect a Vice Chairman of the committee for the civic year 2019/20
- E 19/03 APOLOGIES FOR ABSENCE**  
To receive any apologies for absence
- E 19/04 PUBLIC FORUM**  
To receive representations from members of the public on matters within the remit of the Amenities Committee.
- E 19/05 DECLARATIONS OF INTEREST**  
To receive any Declarations of Pecuniary Interest by Members
- E 19/06 MINUTES**  
[📄] [👏] To approve as a correct record the minutes of the Committee Meeting held on 14 January 2019 (S03) [*Appendix A*]  
[📄] To note the record of the inquorate meeting of 11 March 2019 (S04) [*Appendix B*]  
To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

**E 19/07 TERMS OF REFERENCE**

To consider Terms of Reference for the previous STAP & Economic Development committee and recommend their adoption by the council.

[📎] [👉]

*[Relevant Terms of Reference are attached as Appendix C]*

**E 19/08 SURVEY MONKEY RESULTS**

In January the previous committee initiated a survey into a number of aspects of town life that feature in the Town Action Plan. The responses may form a basis for future activity.

*[Summary of the survey results are in the enclosed booklet]*

**E 19/09 ECONOMIC DEVELOPMENT**

To review proposals for promoting economic development in the town. Following items have been suggested by Members:

- Markets
- Christmas Shopping Evening
- Town Green

**E 19/10 TOWN ACTION PLAN**

To review and monitor progress made against the Town Action Plan. Following items have been suggested by Members:

- Recycling (Plastic Free Sawbridgeworth)
- Youth Town Council

Additional background information obtained from a “How we travel to School” survey may assist in setting priorities.

[📎]

*[attached as Appendix D]*

**E 19/11 ITEMS FOR FUTURE AGENDAS**

To consider any items for inclusion on future agendas.

Members of the public and press are invited to attend all meetings of the council and its committees