

# SAWBRIDGEWORTH TOWN COUNCIL

## ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

### Minutes

of the meeting of the Economic Development and Sawbridgeworth Town Action Plan Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20:00 on **Monday 15 July 2019**.

#### Those present

Cllr Angela Alder  
Cllr Ruth Buckmaster  
Cllr John Burmicz (*ex officio*)

Cllr Steven Jones  
Cllr David Royle

#### In attendance:

5 members of the public  
R Bowran – Town Clerk

J Sargant – Town Projects Manager

#### E 19/01 ELECTION OF COMMITTEE CHAIRMAN

**Resolved:** That Cllr Royle be Chairman of the committee for the civic year 2019/20 [*prop Cllr R Buckmaster; secd Cllr Jones*]

#### E 19/02 ELECTION OF COMMITTEE VICE CHAIRMAN

**Resolved:** That Cllr Alder be Vice Chairman of the committee for the civic year 2019/20 [*prop Cllr Burmicz; secd Cllr Jones*]

#### E 19/03 APOLOGIES FOR ABSENCE

Received from Cllr Hall – unwell and Cllr Patel – prior engagement.

#### E 19/04 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Amenities Committee.

**Chloe Atkinson**, proprietor of The Green Room, spoke sympathising with actions being considered due to the fall in footfall in the town, but wanted to become involved in the future plans for economic development and volunteered to encourage participation by new faces. *Town Projects manager offered to meet up with retailers to promote their participation.*

**Cllr Berendt Furnace** mentioned the "Plastic Free Sawbridgeworth" campaign and asked if the town council would promote it.

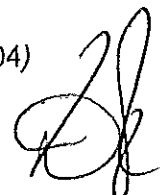
#### E 19/05 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

#### E 19/06 MINUTES

**Resolved:** To approve as a correct record the minutes of the STAP and Economic Development Committee Meeting held on 14 January 2019 (S03) [*prop Cllr R Buckmaster; secd Cllr Alder*]

**Noted:** The record of the inquorate meeting of 11 March 2019 (S04)



**E 19/07 TERMS OF REFERENCE**

**Resolved:** To recommend that the Terms of Reference for the previous STAP & Economic Development committee be adopted by the council. [*prop Cllr Alder; secd Cllr R Buckmaster*]

**E 19/08 SURVEY MONKEY RESULTS**

Were reviewed and taken in the context of other discussions at the meeting. The creation of a new Survey Monkey poll was proposed with a series of open questions to determine current thinking by the people of the town.

**E 19/09 ECONOMIC DEVELOPMENT**

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

- Markets – to promote this as a Sawbridgeworth destination.
- Christmas Shopping Evening – any parking concessions would have to be sanctioned by Cllr McAndrew at EHDC.
- Town Green – objective is for a market on this area to be initiated by spring 2020.

**E 19/10 TOWN ACTION PLAN**

To review and monitor progress made against the Town Action Plan. It was agreed that the way forward was:

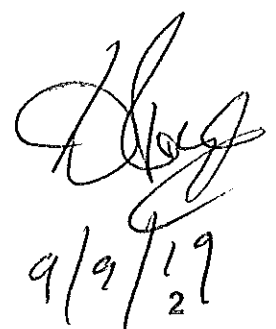
- To populate the 2016-20 STAP with achievements to date and present this as a final report to the Annual Town Meeting in the spring of 2020.
- To commence preparation of a third STAP to cover the period 2020 to 2024.

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

To consider any items for inclusion on future agendas.

- To ask Members for bullet points for consideration by the committee
- The hosting a Public Forum one evening in September 2019.

Meeting Closed at 21:30



Handwritten signature and date: 9/9/19