

# Sawbridgeworth Town Council

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MAYOR  
Cllr Greg Rattey  
TOWN CLERK  
Christopher Hunt Dip CSMP®

To: Cllrs Alder, R Buckmaster, Furnace, Patel, Parsad, and Royle (*Cllr Rattey*)

## ECONOMIC DEVELOPMENT & TOWN ACTION PLAN COMMITTEE

You are invited to attend a meeting of this committee which will take place on **Monday 17<sup>th</sup> January 2022** at 20.00 and be held at The Council Chamber, Sayesbury Manor, Bell Street for the transaction of the following business.

Town Clerk  
11<sup>th</sup> January 2022

## AGENDA

- E 21/34**      **APOLOGIES FOR ABSENCE**  
[👏]              To receive any apologies for absence
- E 21/35**      **PUBLIC FORUM**  
                    To receive representations from members of the public on matters within the remit of the ED STAP Committee.
- E 21/36**      **DECLARATIONS OF INTEREST**  
                    To receive any Declarations of Pecuniary Interest by Members
- E 21/37**      **MINUTES**  
[📄] [👏]        To approve as a correct record the draft minutes of the Committee Meeting held on Monday 15<sup>th</sup> November 2021 (E02) *[Attached]*
- E 21/38**      **TOWN GREEN WORKING PARTY**  
                    To receive an update on the current status of Town Green
- E21/39**      **TOWN MARKET AND BRANDING**  
                    To receive updates on current status.
- E21/40**      **TOWN ACTION PLAN 2020-2024**  
                    To receive the latest update of the Town Action Plan.

**E21/41 COUNCILLOR ENGAGEMENT**

How can Sawbridgeworth Town Council best engage with residents?

- Current coroner virus restrictions have affected the ability to run Coffee with a Cop, alternatives to be discussed.

**E21/42 FUNDING OPPORTUNITIES**

For all members of the committee to explore funding opportunities.

- Clerks update

**E21/43 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

# SAWBRIDGEWORTH TOWN COUNCIL

## ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

### Minutes

of the meeting of the Economic Development and STAP Committee held at, Sayesbury Manor, Bell Street, Sawbridgeworth at 20.15 on Monday 15<sup>th</sup> November 2021.

#### Those present

Cllr A Alder

Cllr R Buckmaster

Cllr A Furnace

In attendance:

Christopher Hunt – Town Clerk

J Sargant – Town Projects Manager

Cllr N Parsad

Cllr David Royle

*Cllr G Rattey – ex officio*

#### E 21/24 APOLOGIES FOR ABSENCE

Cllr D Patel

*[Prop Cllr A Alder, Secd R Buckmaster]*

#### E 21/25 PUBLIC FORUM

There were no members of the public present at the Economic Development and STAP Committee.

#### E 21/26 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

#### E 21/27 MINUTES

**Resolved:** To approve as a correct record the minutes of the Committee Meeting held on 12<sup>th</sup> July 2021 (E01)

*[Prop Cllr A Alder, Secd R Buckmaster]*

#### E 21/28 TOWN GREEN WORKING PARTY

##### Updates:

- Clerk updated an email has been received from East Herts District Council supporting the proposed project and tree removal as suggested by the tree report and survey on the wall between the wall and Bell Street.
- A meeting is to be arranged between the Clerk, Project manager and Cllr R Buckmaster to move the project to the next stage being designing and planning and funding opportunities.
- Cllr Furnace raised the opportunity to involve community groups as suggested by Sustainable Sawbridgeworth and local school children local youth.

**E21/29 TOWN MARKET AND BRANDING**

Updates:

- Town Projects Manager reported that the start of the market is planned for mid-March and local traders are keen for the return of the market to support local businesses.
- Further planning to take place in the new year to firm up plans and organise a launch date in conjunction with local business's.
- Branding ideas were circulated and councillors gave opinions on two options which will be worked on prior to the launch in 2022.
- Cllr Royle raised merchandising for the project, Cllr E Buckmaster stated that funding can be sought through him if it is needed.
- Cllr Parsad suggested the market terms and conditions should direct stall holders to move towards more sustainable bags and packaging which will be part of the plans prior to the market launch.

**E21/30 TOWN ACTION PLAN**

Updates:

- Cllr Parsad reported that he had met with the Clerk and a further meeting was planned to move the project forward.
- Cllr R Buckmaster raised that the new community moving in to West Road should be considered and Cllr Parsad confirmed the plan will be developed to raise awareness for all.

**E21/31 COUNCILLOR ENGAGEMENT**

Updates:

- Clerk reported that the local officers are relaunching Coffee with a Cop and local councillors had been invited to join them to be able to be a part of the engagement, this starts in January in the library.
- On the 14<sup>th</sup> December Police also invited Councillors to the priority setting meeting, Cllr R Buckmaster asked if diary appointments can be sent which the Clerk will arrange.
- Cllr Furnace asked if the Police may change the name of the meeting to Coffee with a Cop and Councillor. The Clerk will explore if the police will consider this.
- Clerks Corner has been published in the Flyer and further reports have been sent and other Clerks want to replicate this in Hertford and Ware.

**E21/32 FUNDING OPPORTUNITIES**

Updates:

- The Clerk updated that an application had been received by the National Lottery for the community bus service and will be considered.
- Jubilee funding will be explored for the Town Green Project.

**E21/33 ITEMS FOR FUTURE AGENDAS**

Nothing raised.

Meeting Closed at 20.45