

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 by **Zoom** conference at, Sayesbury Manor, Bell Street, Sawbridgeworth at 19:30 on **Monday 15 March 2021**.

Those present

Cllr Angela Alder	Cllr Dinesh Patel
Cllr Eric Buckmaster	Cllr Greg Rattey
Cllr Ruth Buckmaster	Cllr David Royle
Cllr Craig Chester	<i>Cllr Furnace – ex officio</i>

In attendance:
J Sargent – Town Projects Manager One member of the public

E 20/42 APOLOGIES FOR ABSENCE

To receive any apologies for absence – there were none.

E 20/43 PUBLIC FORUM

To respond to questions from members of the public on matters within the remit of the ED&STAP Committee.

- Hazel Mead – with regards to the Millennium Maze as detailed in the Conservation Officers Report, Hazel gave some historical background to the maze detailing that it was a joint project between the Scout and Girlguiding groups in the town in 2000. She was saddened by its current status and asked if the repair of the maze would be costed into the Town Green Project. *Cllr Angela Alder responded with her concerns about the damage that had been done by grass cutting machinery used by East Herts Council (EHC) contractors and said that it had been discussed in the past and that an officer from EHC had confirmed that they would pay for the damage. Cllr Angela Alder agreed to write to the officer concerned and progress the repair in conjunction with David Mead who was sourcing replacement tiles for the maze. Cllr Angela Alder will also share photos of the opening ceremony of the maze with members.*

E 20/44 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members.

E 20/45 MINUTES

To approve as a correct record the minutes of the Committee Meeting held on 09 November 2020 (E03)
[prop Cllr Craig Chester; secd Cllr Greg Rattey] All in favour

There were no matters arising from the Minutes not covered by the current agenda.

TOWN GREEN

To receive an update from Cllr Eric Buckmaster on the proposals for the development of Town Green. Cllr Eric Buckmaster proposed the following course of action to keep the project moving forward, this was following a meeting with an officer at EHC who is responsible for green spaces:

- To form a working party that consists of councillors, members of the public and interested parties in the town. *Cllr Greg Rattey said that it would be of great benefit to have business owners included in the process.* Cllr Eric Buckmaster said that the following questions were key to the process:
 - What would the area be used for?
 - What groups might like to use the area?
 - What would people like to see in the area?
 - What design concepts would enhance the area?
- Once a list of uses is compiled a 'soft' consultation could be carried out in the public domain to formulate a more structured document to enable the Town Projects Manager to research potential landscape designers. This would then be fed back to the working party group and a Landscape Designer selected in principle.
- Next step would be to write a business plan for EHC (landowners) detailing the uses, benefits to the town and its people, improvements to the area and other wellbeing and economic vibrancy attributes, also drawing on the Conservation Officer's report.
- Cllr Eric Buckmaster reminded members that when considering the re-design, this area is classed as a green open space and to an extent should remain so, therefore too much hard landscaping of the area may not be desirable.

Cllr Craig Chester requested that the formulation of a working party and soft survey be done in a timely manner and suggested as soon as the 6th April onwards would be preferable.

Cllr Ruth Buckmaster suggested that a working party would be a better opportunity to keep the project moving as this committee only meets 5 times a year and would then permit the introduction of 'others' into the working party group.

Resolved: That a working party be formulated to include all members of the ED STAP committee and other invited members of the community to include schools and businesses. Town Project Manager to arrange a date and disseminate the information.
[prop Cllr Craig Chester; secd Cllr Ruth Buckmaster]

TOWN BRANDING

To progress a Zoom meeting with Design Chambers and to make a recommendation to council.

Cllr David Royle gave an outline of where the project was to date.

Cllr Ruth Buckmaster felt that while acknowledging the money that had already been spent to date, with the ongoing pandemic it would

be better to defer the project whilst the re-opening of the town was taking place from April 12th onwards. The EHC RHSS Big Wave Shop Local campaign could suffice for now.

Cllr Angela Alder was in agreement with Cllr Ruth Buckmaster's proposal.

Resolved: To focus on the 'Shop Local' campaign and defer the Town Branding project for a future meeting.
[prop Cllr Ruth Buckmaster; secd Cllr Angela Alder] All in favour with the exception of Cllr Don Patel who abstained.

E 20/48 TOWN ACTION PLAN 2020-24

To note and review the latest iteration of the Town Action Plan.

Cllr David Royle had circulated an update and detailed that it was unlikely that an Annual Town Meeting would take place in the current pandemic and therefore it was difficult to move forward with the Town Action Plan.

Cllr Ruth Buckmaster agreed with Cllr David Royle to defer further discussion until the next meeting.

E 20/49 CREATION OF A MARKET

To review proposal for the creation of a new market within the confines of the current Covid advice.

Cllr David Royle confirmed that he had circulated a paper from the former Town Clerk dated 20 November 2020 that outlined the proposal for the market.

Town Projects Manager confirmed that the paper of 20 November was still current and we could move forward as soon as possible and start preparing for a market launch later in the year. Town Project Manager to propose a market launch date to the committee and restart work.

E 20/50 SHOP LOCAL CAMPAIGN

To review a proposal for a Shop Local campaign for the centre of Sawbridgeworth.

Cllr David Royle outlined the various local initiatives including the Big Wave initiative and asked members' opinions about what more we can do. Town Projects Manager to contact Big Wave and ask for an update and timescales of their project. An update Town Centre Recovery Meeting with EHC (including Big Wave) has been arranged for 24 March.

E 20/51 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas. It was requested that the following two items be included on future agendas:

1. Cllr Ruth Buckmaster requested that the ARUP proposal for the future of Bell Street be added.
2. Cllr Don Patel requested that Bell Street Lighting be added to future agendas.

Meeting closed at 20.37