

# Sawbridgeworth Town Council



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**MAYOR**  
Cllr Barry Hodges JP

**TOWN CLERK**  
Richard Bowran BSc.(Hons) MILCM

To all Town Councillors

## MEETING OF THE TOWN COUNCIL

You are summoned to attend the Meeting of the Town Council which will take place on **Monday 25 June 2012** at 7.30pm at The Council Office, 49-51 Bell Street, Sawbridgeworth for the transaction of the following business.

A handwritten signature in black ink, reading 'Richard Bowran', with a horizontal line underneath.

Town Clerk  
19 June 2012

## AGENDA

Welcome by the Town Mayor followed by Prayers

**12/27 APOLOGIES FOR ABSENCE**

To receive any apologies for absence

**12/28 PUBLIC FORUM**

To receive representations from members of the public on matters within the remit of the Town Council

**12/29 DECLARATIONS OF INTEREST**

To receive any Declarations of Interest by Members<sup>1</sup>

**12/30 MINUTES**



To approve as a correct record the minutes of the Annual Meeting of the Town Council held on 28 May 2012 (M01)

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

<sup>1</sup> A Member with a personal interest in a matter must consider whether it is a "prejudicial interest" (i.e. prejudicial to the public interest) A member must consider him/herself as having a prejudicial interest if it is a personal interest which a member of the public with knowledge of the relevant facts would regard as so significant and particular that it could prejudice the Member's judgement.

- 12/31 PLANNING COMMITTEE**  
To receive and note the minutes of the Planning Committee Meetings held on:
- 28 May 2012 (P01)
  - 11 June 2012 (P02)
  -
- 12/32 FINANCE & POLICY COMMITTEE**  
To receive and note the minutes of the Finance & Policy Committee Meeting held on:
- 11 June 2012 (F01)
- 12/33 ANNUAL ACCOUNTS AND ANNUAL RETURN 2011/12**
1. To approve the Annual Accounts and Annual Return for 2011/12
  2. To sign the Certificate of Governance.
  3. To receive the report of the internal auditor and to report on any actions required.
- The Recommendations of the Finance and Policy Committee are contained in Minute F12/06 of their meeting dated 11 June 2012.
- 12/34 POLICY ON FLY POSTING**  
To Resolve to adopt as Council Policy, "6.12 : Policy on Fly Posting" as Recommended by the Finance and Policy Committee, Minute F12/09
- 12/35 CODE OF CONDUCT**  
To Resolve to adopt a revised Code of Conduct as required by Finance Act 2011(s27) and as recommended by the Finance and Policy Committee, Minute F12/09
- 12/36 COMMUNICATIONS WORKING PARTY**  
To confirm the Recommendation of the Finance and Policy Committee to establish a Communications Working party responsible to the F&P Committee to investigate and develop ways and means of establishing and improving on communications between bodies and parishioners in the town. Minute F12/09
- 12/37 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
To receive Mayor's appointments and communications
- 12/38 REPRESENTATIVES REPORTS**  
To receive representatives reports from:
- County Councillor
  - District Councillors
  - Hertfordshire Police
  - Footpaths Officer
  - Other Representatives
- 12/39 CLERK'S REPORT**
- Farmer's Market
  - Jubilee Event
  - Fly Posting
  - Power of General Competence

[📄]

- Maternity Leave
- Civic Centre
- Bell Street car park
- Minibuses
- CCTV
- Security Cameras
- May Fayre 2012

12/40

**GENERAL POWER OF COMPETENCE**

Having met the criteria of Electoral Mandate and having endorsed the qualification of the Clerk, General Power of Competence, CiLCA 2012. Section 7, to resolve that the Council now adopts the General Power of Competence as prescribed in the Parish Councils (General Power of Competence)(Prescribed Condition) Order 2012.

[👏]

12/41

**TOWN CIVIC CENTRE**

To report on the progress towards the creation of a Civic Centre for the benefit of the parishioners of Sawbridgeworth.

12/42

**DEPOSIT & CONSULTATION DOCUMENTS**

There are none to table at this meeting

12/43

**FINANCIAL REPORT**

To note the current Financial Report

12/44

**ACCOUNTS FOR PAYMENT**

To note accounts for payment