

Sawbridgeworth Town Council

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MAYOR
Cllr Eric Buckmaster
TOWN CLERK

Richard Bowran BSc.(Hons) MILCM

MEETING OF THE TOWN COUNCIL

You are summoned to attend the Meeting of the Town Council which will take place on **Monday 29 June 2015** at 7.30pm at The Council Office, Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

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

Town Clerk
23 June 2015

AGENDA

Welcome by the Town Mayor followed by Prayers

15/25 APOLOGIES FOR ABSENCE

To receive any apologies for absence

15/26 TIME BANKING

To receive a presentation on the East Herts District Council's Time Banking initiative from

15/27 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Interest by Members

15/28 PUBLIC FORUM

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

15/29 MINUTES

[📄] [👉]

To approve as a correct record the minutes of the Annual Meeting of the Town Council Meeting held on 18 May 2015 (M01)

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

15/30 PLANNING COMMITTEE

[📄]

To receive and note the minutes of the Planning Committee Meeting held on:

- 15 June 2015 (P01)

15/31 FINANCE & POLICY COMMITTEE

[📄]

To receive and note the minutes of the Finance and Policy Committee Meeting held on:

- 15 June 2015 (F01)

[📄] To confirm the recommendations of the Appointment & Appraisals Committee for a variation in hours for a member of staff.

15/32 ANNUAL ACCOUNTS AND ANNUAL RETURN 2013/14

To approve the Annual Return for 2015/16

[📄] [👉]

1. To sign the Certificate of Governance.

[📄] [👉]

2. To note the actions recommended following the report of the internal auditor.

[The Recommendations of the Finance and Policy Committee are contained in Minute F15/106 of the meeting dated 15 June 2015.]

15/33 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive the Mayor's appointments and communications

15/34 REPRESENTATIVES REPORTS

To receive representatives reports from:

- County Councillor
- District Councillors
- Hertfordshire Police
- Other Representatives

15/35 ELECTRONIC COMMUNICATIONS

[📄] [👉]

To consider whether to authorise the distribution of official council papers to Members by electronic means.

15/36 CLERK'S REPORT

[📄]

To receive and note the Town Clerk's report

15/37 TOWN PROJECTS REPORT

[📄]

To receive and note the Town Project Manager's report

15/38 DEPOSIT & CONSULTATION DOCUMENTS

To note receipt of any Documents for Noting and Consultation

15/39 FINANCIAL REPORT

To note the current Financial Report

15/40 ACCOUNTS FOR PAYMENT

To note accounts for payment

Members of the Public and the Press are cordially invited to attend all meetings of the Council and its Committees.