

# SAWBRIDGEGWORTH TOWN COUNCIL

## MEETING OF THE TOWN COUNCIL Minutes

of the Annual Meeting of Sawbridgeworth Town Council held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 7.30 pm on **Monday 24 June 2013**.

### Those present

Cllr Angela Alder  
Cllr Eric Buckmaster  
Cllr Pat Coysten  
Cllr Derek Filler  
Cllr Barry Hodges

Cllr Peter Mitchell  
Cllr Will Mortimer  
Cllr Tom Reeks  
Cllr Andrew Wincott

### In attendance:

Cty Cllr Roger Beeching  
R Bowran - Town Clerk

2 members of the public

Welcome by the Mayor, prayers were read by Cllr Wincott

### 13/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Joyce Vincent – holiday; Cllr Jane Adams – examination marking and Cllr Brian Rochester - unwell.

### 13/26 PUBLIC FORUM

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

**Mr Norman Manion** commented again that he felt that Barratt Homes should be prosecuted for the removal of a number of ash trees and the accompanying environmental preservation plaques from the Saffron Gardens Site.

*Clerk will pass this comment on to the LPA Enforcement Officer.*

**Mr Norman Manion** commented that he could not find copies of town council minutes in the library.

*Clerk said he would ensure that copies were handed to library staff rather than sending them by post.*

**Mr Norman Manion** commented that nothing had been done to institute a one way traffic system at his end of Millfields into Saffron Gardens, but noted that an officer had been examining the area but did not know why he was doing it.

*Clerk confirmed that the matter was being dealt with by Herts Highways.*

**Mr Norman Manion** commented that the recent pavement repairs had taken two lorries, ten men and five hours to complete.

*Cllr Beeching advised that there was a fixed price for each job and it was up to the contractor to work within that agreed sum.*

**The Mayor** congratulated Cllr Tom Reeks on completing the Three Peaks Challenge, which he had done on behalf of the Josh Taffs Charity.

**13/27 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Pecuniary Interest by Members  
There were none

**13/28 MINUTES**

**Resolved:** To approve as a correct record the minutes of the Annual Meeting of the Town Council held on 28 May 2013 (M01) [*prop Cllr Hodges; secd Cllr Filler*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda. There were none.

**13/29 PLANNING COMMITTEE**

**Received and Noted:** The Minutes of the Planning Committee Meetings held on:

- 28 May 2013 (P01)
- 10 June 2013 (P02)

**13/30 FINANCE AND POLICY COMMITTEE**

**Received and Noted:** The minutes of the Finance and Policy Committee Meeting held on:

- 10 June 2013 (F01)

**13/31 FINANCIAL REGULATIONS**

**Resolved:** To adopt amendments to Financial Regulations as Recommended by the Finance and Policy Committee and as contained in Minute F13/09.1 of their meeting dated 10 June 2013. [*prop Cllr Buckmaster; secd Cllr Coysten*]

**13/32 ANNUAL ACCOUNTS AND ANNUAL RETURN**

1. **Resolved:** To adopt the Annual Accounts and the Annual Return for 2012/13 [*prop Cllr Buckmaster; secd Cllr Hodges*]
2. **Resolved:** To sign the Certificate of Governance. [*prop Cllr Filler; secd Cllr Wincott*]
3. **Noted:** The report of the internal auditor and the report on actions required.

**13/33 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

Mayor's communications;

events attended:

- 22 June – Bishops Stortford Carnival

Events upcoming:

- 28 June – Buntingford Civic Reception
- 29 June – Hailey Centre Summer Fete
- 30 June – Music in the garden – Cllr Roger Beeching
- 06 July – Farmers market
- 06 July – Leventhorpe Proms Concert
- 07 July - Sawbridgeworth Civic Service at 3pm at Great St Mary's

- 12 July – opening the re-launch of the MarkDavid kitchen shop
- 19 July – unveiling a plaque at the Montessori school to mark their excellence.

Fund raising Events for the Year:

- 13 October – 10k Run – plus a fun day at Bullfields; alternatively a one mile run around Bullfields
- 26 April 2014 – Mayor’s Civic Dinner at the Memorial Hall

## 13/34 REPRESENTATIVES & CHAMPIONS REPORTS

To receive representatives reports from:

- **County Councillor Roger Beeching** reported:
  - County Council’s Gross Value Added contribution.
  - Sawbridgeworth electoral divisions satisfaction ratings. However there is a poor perception of the extent of drug dealing and young people “hanging around” Is this an action for the new Town Plan?
  - Norovirus present at Watford hospital.
  - In Mau 500 carriageway defects were reported and are being cleared at a rate of 90 per week. Customer communication is known to be not good and is being worked on.
  - Hertfordshire uses twice as much water as the country as a whole.
  - An HCC proposal for a Gilston to Redricks Lane link has been withdrawn
  - The Little Hadham bypass has a high priority for Herts Highways
  - Bloor Homes have submitted an outline planning application for 270 houses on the former Merck Sharp and Dohme site.
- **District Councillor Eric Buckmaster** reported:
  - The next District Plan panel is on 25 July and is an update session
  - A Q&A session on Bishops Stortford North proposals at the Charris Centre
  - Has represented EHDC on Three Counties Radio concerning the Place for People proposals for Harlow North
  - Essex CC are consulting on a proposal for Junction 7a of the M11 Eastern Access
  - EHDC are carrying out Recycling Roadshows – there will be one at the Farmers Market on 07 July
  - There is a determination that Scrutiny Committees must be more challenging to the Executive of EHDC
- **District Councillor Will Mortimer** reported:
  - There would be a meeting in July of the audit committee and that he would report back to the council.
- **Hertfordshire Police** were not present.

## 13/35 CLERK’S REPORT

- **HAPTC Executive**  
Congratulations to Cllr Jane Adams who has been elected to be a member of the HAPTC executive for the next four years.
- **Newsletter**  
The Spring/Summer edition of the Town Council Newsletter has been published and had been distributed.

- **Farmers Market**  
The next Farmers Market will take place on Saturday 06 July, followed in the evening by the Leventhorpe Proms, followed on Sunday by a clear up and then the mayor's civic service – so a very busy week end for my team.
- **Sawbobus 2**  
The new service to the three local hospitals commenced on 14 May, but has attracted few passengers so far. We will be launching a new initiative through the GP's surgery and possibly changing our route dates.
- **May Fayre 2013**  
There was little to report at the debriefing session with Herts Police on 22 May. In 2014 the operation will be commanded by our local neighbourhood force with back up where necessary.
- **Bell Street Conveniences**  
Steps are being taken to revitalise the proposition for the asset to be transferred to the town council and for a better service to be established. This has been highlighted in the press and brought to the attention of the EHDC chief executive.
- **Police Accommodation**  
Discussions continue with the head of property services and the police solicitor over some of the minutest of points. Hopefully an agreement has now been reached, but you may recall I said that in last month's report too.
- **Mark Prisk MP**  
For the first time we host Mark Prisk's constituent surgery at the end of this month.

**13/36 DEPOSIT AND CONSULTATION DOCUMENTS**

There were none

**13/37 FINANCIAL REPORT**

*Noted:* The current Financial Report

**13/38 ACCOUNTS FOR PAYMENT**

*Noted and Approved:* Accounts for payment

The Mayor noted that Town Projects Manager Mrs Joanne Kenny had been in hospital briefly and all wished her well.

Meeting was closed at 22:20

The next meeting of the Town Council will be held at 7.30 pm on Monday 29 July 2012 in the Council Offices at Sayesbury Manor, Bell Street, Sawbridgeworth