

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council, Sayesbury Manor, Bell Street, Sawbridgeworth, CM21 9AN held by Zoom conference at 19:00 on **Monday 27 July 2020**.

Those present

Cllr Angela Alder	Cllr Annelise Furnace
Cllr Eric Buckmaster	Cllr Peter Gray
Cllr Ruth Buckmaster	Cllr Dinesh Patel
Cllr John Burmicz	Cllr Greg Rattey
Cllr Craig Chester	Cllr David Royle

In attendance:

R Bowran - Town Clerk

Joanne Sargant – Town Projects Manager

Welcome by the Town Mayor followed by Thought for the Day by Cllr Rattey, a poem.¹

20/38 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

Cllr Coysten remained absent due to ill health.

Resolved: To accept her apologies for absence.

[prop Cllr Alder; secd Cllr Gray]

Cllr Richards apologised for absence due to IT issues.

20/39 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Pecuniary Interest by Members.

Cllr E Buckmaster and Cllr R Buckmaster declared that they had two children working for either Herts County Council or East Herts District Council.

20/40 PUBLIC FORUM

To receive and respond to questions from members of the public, submitted to the Clerk prior to the meeting, on matters within the remit of the Town Council. There were none.

20/41 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Town Council held on 29 June 2020 (M02)

[prop Cllr R Buckmaster; secd Cllr Burmicz]

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

20/42 PLANNING COMMITTEE

Received and noted: The minutes of the Planning Committee held on 29 June 2020 (P03)

Received and noted: The draft minutes of the Planning Committee held on 13 July 2020 (P04)

- 20/43 ECONOMIC DEVELOPMENT AND STAP COMMITTEE**
Received and noted: The draft minutes of the Economic Development and STAP Committee on 13 July 2020 (E01)
- 20/44 AMENITIES COMMITTEE**
Received and noted: The amended draft minutes of the Amenities Committee held on 15 June 2020 (A01)
- 20/45 ECO AUDIT WORKING PARTY**
Received and noted: The notes of the Eco Audit Working Party held on 10 June 2020
- It was agreed that the Eco Audit Working party should report to the Finance & Policy Committee as determined at the Annual meeting of the Town Council.
- 20/46 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
Received and noted: Mayor's report
- Other items
 - Cubs meeting
 - Youth Club session at Ballfields
 - Police priorities meeting
 - 30 July Community Voice meeting
- 20/47 REPRESENTATIVES REPORTS**
Received and noted:
 Representatives reports from:
- County Councillor E Buckmaster
 - Verge cleared at Ballfields
 - Design consultation at Burnside 20mpg speed limit for town centre, letter going to 1350 households shortly
 - Town twinning signs are on hold for the moment
 - PTRO for Three Mile Pond in process
 - Work on FP276 ordered
 - HCC to be chased again for surface water drains to be cleared in Bell Street, now becoming an environmental health issue
 - District Councillor Alder
 - No meetings have taken place
 - District Councillor R Buckmaster
 - EHDC has obtained funding for a bicycle rack for each of the five towns.
 - District Councillor Burmicz
 - No meetings have taken place
 - Hertfordshire Police
 - Police priorities set and concentrate on ASB
 - Other Representatives
 - Cllr Royle - Footpaths; Schools; Town Twinning; and VJ Day
 - Tharbies FP26, landowner not going to let it be a permissive path because of a history of misuse and vandalism.
 - Cllr R Buckmaster – *RHSO; SYPRC*
- 20/48 OFFICERS REPORTS**
Received and noted: Officers' reports for the month of July 2020
- Clerk noted anomalies in the treatment of submitted Annual returns by external Auditors
 - Clerk noted that Sara Saunders, Head of Planning at EHDC had advised that there was no date yet for DMC to consider

SAWB4 as there were further points of clarification that needed work.

- Clerk advised the implications of the Business and Planning Act 2020 which was enacted on 22 July.
- Clerk advised the information received from the Parking manager at EHDC relating to terms of reference for CEOs.
 - Members asked that more concentration be given to parking offences in The Square and Knight Street rather than Bell Street.
- TPM advised that road closures would be made for Remembrance Day and Christmas events even though they might not be used.

20/49 GRANT APPLICATIONS

To consider the following grant applications:

1. Sawbridgeworth Bowling Club.
To fit a handrail to the access ramp to the refurbished club house.

Resolved: To make a grant of £500 [*prop Cllr Alder; secd Cllr R Buckmaster*]

2. Hertfordshire Boat Rescue.
Contribution to running cost of COVID-19 Community Support Patrols.

Resolved: To make a grant of £500 [*prop Cllr E Buckmaster; secd Cllr Gray*]

20/50 SAWBRIDGEWORTH RETURN TO WORK

Noted: The current measures in place and being proposed for the social distancing and safety of people as retail and commercial premises are allowed to re-open.

To review what processes would be put in place if the reoccurrence of COVID-19 was to cause a total lock down. HCC has in place outbreak planning which consists of:

- Identify
- Member lead governance board
- A communications cell
- A behaviour hub
- Analysis
- Outbreak measurement on a scale of 1-4

20/50A DEVOLUTION AND RECOVERY

Noted: Initial perceptions on the Government proposals, which will be published in a White Paper in September, to force through a reorganisation of local government.

20/51 SPEED MANAGEMENT STRATEGY

Noted: The comments made in response to the HCC Speed management Strategy. Clerk to precis comments and respond to the HCC consultation.

20/52 TOILET TOWN TWINNING

To consider whether a toilet twinned town idea might be a useful

community exercise we could take the lead on, bringing together schools, businesses and community groups. It also fits in with the Mayor's objectives. The target would be 20 twinned toilets at £60 a time.

General view was that this could enhance the town council's profiles. Cllr Royle to present a costed proposal to the next meeting of the council.

20/53 REVIEW OF CCTV COVERAGE IN THE TOWN

Received and noted: The update on CCTV and a review of what we have/could have in town at known hotspots as prepared by the Town Clerk.

20/54 PAPERS AND REPORTS

Received and noted: A proposed protocol for the production and distribution of papers and reports for meetings of the Council, its Committees, sub-committees and Working Parties. Agreed that the Clerk should produce a revised protocol to be discussed at the next meeting of the Town Council.

20/55 DEPOSIT & CONSULTATION DOCUMENTS

To note receipt of any Documents for Noting and Consultation. There were none.

20/56 FINANCIAL REPORT

Noted: The current Financial Report

20/57 ACCOUNTS FOR PAYMENT

Noted and approved: Accounts for payment

20/58 ITEMS FOR FUTURE AGENDAS

To note any items for future agendas

- Protocol for Papers and Reports
- Devolution and Regeneration
- Member's Attendance Records.

Meeting ended at 20:58

ⁱ *Service to others.*

*A life of service really is a thing that you should treasure
For you will make a difference to this world that lasts forever.
For those who are around someone whose life has good intent
Will always and forever be affected by their ever-present scent.*