

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 7.30 pm on **Monday 02 September 2013**.

Those present

Cllr Angela Alder	Cllr Barry Hodges
Cllr Jane Adams	Cllr Peter Mitchell
Cllr Eric Buckmaster	Cllr Will Mortimer
Cllr Pat Coysten	Cllr Tom Reeks
Cllr Derek Filler	Cllr Joyce Vincent

In attendance:

PCSO Paul Lillie - Herts Police	PS Craig Thornalley – Herts Police
Cty Cllr Roger Beeching	
4 members of the public	Michael Jarvis – H&E Observer
R Bowran - Town Clerk	Mrs J Kenny – Town Projects Manager

Welcome by the Mayor, prayers were read by Cllr Coysten

13/54 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Andrew Wincott – holiday.

13/55 PUBLIC FORUM

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

Mr Tony Coleman complemented Paul Patmore of Herts Highways, Terry the Veolia Barrowman and the Town Clerk for being very helpful. He commented on a broken seat (*Herts Highways*); Confirmation of the 30mph speed limit in Bell Street (*Yes*); Poor street signs coming into town (*being addressed*) and congestion in Bell Street (*on-going issue*)

Clerk's comments in italics.

Mrs Heather Riches commented that a ramp was needed in order to access the council chamber from the Hailey centre.

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

Mrs Heather Riches commented that she was a patient representative for the GP's surgery and that on their behalf she wanted the dropped kerbs modified.

Cllr Buckmaster said the surgery area was being reconfigured and this would be taken into account. Clerk will pass this comment on to Hertfordshire Highways.

Mrs Heather Riches asked for comments on her letter to members about the access audit she had commissioned.

Mayor said this would be dealt with under correspondence.

- 13/56 DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Pecuniary Interest by Members
There were none
- 13/57 MINUTES**
Resolved: To approve as a correct record the minutes of the Meeting of the Town Council held on 29 July 2013 (M03) [*prop Cllr Filler; secd Cllr Hodges*]
- 13/58 PLANNING COMMITTEE**
Received and Noted: The Minutes of the Planning Committee Meeting held on:
 - 29 July 2013 (P05)
- 13/59 VACANCY FOR A MEMBER OF COUNCIL**
Clerk reported that there had been two nominations to fill the vacancy and that there would be a poll on Thursday 19 September. Poll cards had been ordered.
- 13/60 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
Mayor's communications;
- events attended:
- Daniel Robinson Tea Party in Bishops Stortford
 - County Youth Orchestras concert at Haileybury School
 - Presentation of BTEC certificates to two ATC cadets.
- It was announced:
- Autumn Show in Memorial Hall on 02 September
 - Hailey Centre Art and Photography show on 02 September in the council chamber
 - Town Twinning weekend on 20-22 September. Dedication of a tree in the courtyard at 11am on Sunday 22 September
- Correspondence
- Letter from Mrs Heather Riches with an access audit. The matter relates to the Hailey centre and will be considered by the Trustees at their next meeting.
- 13/61 REPRESENTATIVES & CHAMPIONS REPORTS**
To receive representatives reports from:
- **County Councillor Roger Beeching** reported:
 - Starting a triathlon at the Redricks Lane site.
 - Said there would be road closures while several roads were being resurfaced.
 - Thanked Brian Rochester for all his efforts and said he would work with the RoW officer to put them on the HCC work programme. Suggested that the town council should take the lead.
 - The increase in air traffic movements, the number of people that would be displaced and the increase in noise that were projected for the latest round of proposals for the expansion of Stansted airport.
 - In response to a question that progress was being made on implementing the new parking restrictions in Station Road.

- **District Councillor Eric Buckmaster** reported:
 - District Plan progress
 - October workshop for district councillors
 - December put before full council
 - New year for publication of preferred options
 - Council is working with parish councils and young people
 - Town Action Plan 2014 : first meeting set for 02 October
- **District Councillor Will Mortimer** reported:
 - That he had been out speaking with retailers
 - He was attending a personal development course for young councillors
 - Attending an meeting of the Executive on 03 September
- **Hertfordshire Police**, PCSO Paul Lillie reported:
 - Speeding checks on Station Road – the fastest speed recorded was 38 mph
 - Operation Agrarian checkpoints enabling more young people to be included on police databases.
 - Letters to residents near Bullfields play area have produced more contacts from members of the public including reports of drug supply
 - A number of measures at the Bullfields site including high visibility patrols – cctv images – a litter picking session

13/62

CLERK'S REPORT

- **Farmers Market** The next Farmers Market will take place on Saturday 07 September. There were 668 customers recorded in the August market, the first one we have held.
A petition, which presumably will be presented to EHDC, has been raised by two retailers calling for the market licence to be revoked or the market moved to a Sunday or moved to another location. The Town Council has not been consulted by these retailers. Our own research does not suggest that we should do anything different than to complete the existing market schedule.
- **Sawbobus 2** The new service to the three local hospitals now attracting a few more passengers, an average of two per day. Driver Jo Roberts decided to leave us following a review that took place at the end of her probationary period. We will advertise for a replacement. The service continues by the other two drivers doing an extra day each.
- **Bell Street Conveniences** A meeting has established a way forward and we have supplied concept ideas and quotations. The response from EHDC has been disappointing and leads us to believe that they perceive no degree of urgency about the project. They appear to be about to duplicate the processes we have already been through.
- **Police Accommodation** The lease with police was completed on 19 July. They have carried out some infrastructure modifications they require and which have been agreed. They will not be permitted to occupy the suite until they have paid the sums due.
- **Citizens Advice Service** Following our offer of accommodation last year and the CAB's evaluation in February, their proposed occupation date of May – they have now contacted us to see if our Wi-Fi link is sufficient for their needs.
- **Town Action Plan 2014-18** We have now received 14 responses to our call for interested parties, regrettably no retailers have come forward.

- **Allotments** There have been further incidents on all four sites.
- **Vandalism** We have further vandalism and anti-social behaviour in the town. This has been especially prevalent in the Cutforth Road area, including the SYPRC site. The police are aware and have been given CCTV images.

13/63 COMPLETION OF AUDIT

Clerk reported that the audit for the year 2012/13 had been completed.

Resolved: To approve and accept the audited Annual Return of the council for the year ended 31 March 2013. [*prop Cllr Buckmaster; secd Cllr Hodges*]

Resolved: To receive the report on the issue arising from the audit, namely the approval of the Risk Assessment for 2012-13 being approved eight days later than specified. And to accept the action plan being to sign the Risk Assessment before 31 March 2014. [*prop Cllr Buckmaster; secd Cllr Hodges*]

13/64 DEPOSIT AND CONSULTATION DOCUMENTS

There were none

13/65 FINANCIAL REPORT

Noted: The current Financial Report

13/66 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

Meeting was closed at 21:05

The next meeting of the Town Council will be held at 7.30 pm on Monday 30 September 2013 in the Council Offices at Sayesbury Manor, Bell Street, Sawbridgeworth