

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 19:30 on **Monday 31 October 2016**.

Those present

Cllr Angela Alder	Cllr Pat Coysten
Cllr Roger Beeching (<i>from 19:40</i>)	Cllr Don Hall
Cllr Eric Buckmaster	Cllr Will Mortimer
Cllr Ruth Buckmaster	Cllr Heather Riches
Cllr John Burmicz	

In attendance:

Cty Cllr Roger Beeching	Lisa Dale – Finance Officer
Joanne Sargant – Projects Manager	R Bowran - Town Clerk

Welcome by the Deputy Mayor who called for a minute silence to remember former councillor Brian Rochester and former employee Gill Abbott who had both died since the last meeting of council. The Deputy Mayor read a brief eulogy for Brian.

The silence was followed by a short animated presentation of some of the boardwalk works carried out by Brian.

Prayers were read by Cllr Heather Riches.

Clerk announced that the result of the uncontested election for the vacancy of town councillor was the election of Roger Beeching to be town councillor. He signed the Declaration of Acceptance and was invited to join Members at the council table.

Cllr Beeching said he was honoured to be elected back to the town council upon which he had first served 40 years ago.

16/88 APOLOGIES FOR ABSENCE

Apologies received from Cllr David Royle – prior commitment:
Cllr Sotirios Adamopoulos and Cllr Mike Shaw were absent.

16/89 DECLARATIONS OF PECUNIARY INTEREST

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

16/90 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Town Council. There were none.

16/91 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Council held on 26 September 2016 (M05)
[prop Cllr E Buckmaster; secd Cllr Mortimer]

16/92 PLANNING COMMITTEE

Noted: The minutes of the Planning Committee Meetings held on:
26 September 2016 (P06)
10 October 2016 (P07)

16/93 AMENITIES COMMITTEE

Noted: The minutes of Amenities Committee Meetings held on:
11 July 2016 (A01)
10 October 2016 (A02)

16/94 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive Mayor's appointments and communications, delivered by the Deputy Mayor

Firstly, my apologies for not being at this meeting but I am sure Councillor Ruth Buckmaster will more than adequately stand in for me!

The main events of the past month were the highly successful Sawbo Travel Challenge from 26-30 September, followed by the Town Walk on Saturday 01 October. Reedings were the overall winners but awards were given to all four participating schools in the Council Chamber on 11 October. All schools demonstrated an impressive increase in non-driving methods of getting to school. At the review meeting on 13 October it was agreed to have another meeting on 19 January to discuss future events and how best to build on the success of the September activity. Thanks are due to all the schools, their staff, parents and children for their enthusiastic participation, to Herts (especially) and East Herts Councils for their support and to Town Council councillors, officers and staff, as well as our PCSOs. We have provided a great example for others to follow and for ourselves a hard act to follow!

On 28 September I attended Reedings' 50th anniversary celebrations (where my own children went) and on Saturday 1 October, as well as the Town Walk, we had the Mayor's Quiz in aid of St Elizabeth's, which raised a healthy £625. Thanks are again due to the Town Projects Manager, Town Clerk and Planning Officer for their support on a very busy day, as well as to Councillors Buckmaster at the Town Walk.

It would be very good to see more councillors supporting town and mayor's charity events!

Over the weekend of 21-23 October we welcomed Town Twinning guests from Moosburg for the first time; we welcomed them on arrival in the Council Chamber, took them on a visit to Cambridge the next day and held a dinner in the Hailey Centre on Saturday evening. It was a very successful weekend, in which several councillors participated, and which was very well supported by Council officers; we are now exploring the process for formalising this link.

Cllr E Buckmaster thanked the town council for providing transport for the week end.

On 26 October I attended the Parish and Urban Conference, which Councillors Eric Buckmaster and Angela Alder will no doubt report on. I was particularly struck by the presentations on Isolation and Health, Dementia Awareness, Visit Herts, Ware in Bloom and Welcoming and attractive towns and villages. I think there are ideas and initiatives from these presentations that we could usefully explore in committee in relation to our own community.

16/95

REPRESENTATIVES REPORTS

To receive representatives reports from:

- County Councillor Roger Beeching who talked about HCC as the Lead Local Flood Authority.
 - The Pitt Review triggered the 2010 Flood and Water Management Act which created Lead Local Flood Authorities and Risk Management Authorities of which there are 17 in Hertfordshire.
 - The “who does what” is highly convoluted and it is no surprise that there is confusion.
 - Described Risk Assessments, a New Flood Strategy 2017/27 concentrating on prevention and better partnership working
 - Emphasised the creation of SuDS Sustainable Drainage Systems but there is some doubt as to whether these will work as they can't be maintained.
- District Councillor Angela Alder
 - Health & Wellbeing report concluded that the LPA should take this into account and needs to be included in District Plan.
 - Evaluation of Independent Living should be completed in a few days
 - Tony Jackson presented on H&WB from his perspective
 - Reported on Mental Health Day
 - Waiting for Air Quality Management policy
 - Asked people to be aware of the Isolation and Loneliness agenda.
- District Councillor Eric Buckmaster
 - Urban Conference was very useful and called for members to attend next year.
 - Mentioned ideas for the regeneration of Bishops Stortford town centre
 - Time banking is now replaced by #teamherts. Suggested that STC should host a launch meeting.
- District Councillor Will Mortimer
 - Said EHDC had gone more digital and offered help to STC for virus security
 - Had received a copy of the District Plan.
- Hertfordshire Police were not present but left a report:
 - Several thefts from cars, two persons arrested
 - Report on “Cold Calling” exclusion zone in association with Trading Standards.
- Other Representatives
 - Memorial Hall: Cllr R Buckmaster reported 12 November as Nostalgia Day and a visit to the airfield memorial.
 - RHSO: Cllr E Buckmaster reported on Apple Day which had yielded 973 bottles of apple juice.
 - HAPTC: Cllr Alder reported on the proposed referendum process for parish and town councils. Clerk confirmed he had responded on behalf of STC.

16/96

APPOINTMENT TO AMENITIES COMMITTEE

To consider the appointment of a Member to the Amenities Committee to fill the current vacancy.

Resolved: That Cllr Roger Beeching should fill the vacant position.
[prop Cllr E Buckmaster; secd Cllr Riches]

- 16/97 ANNUAL ACCOUNTS**
Resolved: To approve and accept the Annual Return, including the external auditor's certificate, for 2015/16.
[prop Cllr Mortimer; secd Cllr Alder]
- Resolved:** To adopt the recommendations made in the report of the external auditor.
[prop Cllr Mortimer; secd Cllr Riches]
- 16/98 VACANCY FOR TOWN COUNCILLOR**
 To update Members on the call for an election to fill the vacancy on the council. Clerk had been advised on 28 October that the nomination papers for one candidate has been ruled as ineligible. Clerk advised Members of his considerable concern over the interaction with East Herts District Council that had caused this situation to have arisen. Clerk stated that he had arranged a meeting with the Returning Officer to discuss the issues that had arisen.
- Members also expressed their concern and after some debate required that it be formally minuted that Members supported the action by the Town Clerk to meet with the Returning Officer.
- 16/99 DISTRICT PLAN**
 Clerk reported to Members the arrangements for public consultations arranged for Saturday 05 November and Saturday 19 November on the District Plan.
- Cllr Beeching emphasised that the comments that are wanted should address meeting the criteria:
"against reasonable alternatives" and "can it be delivered"
- 16/100 TOWN CLERK'S REPORT**
 Report for October 2016
- Allotments**
- Skip provision at Vantorts over bank Holiday weekend
- Bus Shelters**
- Spellbrook shelter repaired from the effects of further vandalism
- Car Park Subsidy**
- New parking regime from EHDC imminent.
 - No definitive advice yet on budgetary implications for 2017/18.
- Cemetery**
- 10 Interments managed in 2016/17 to date
 - Application for an exhumation to be made to MoJ
- Chamber Utilisation**
- Hosting EHDC senior team meeting on 07 November
- Community Transport - Sawbobus and Minibus Hire**
- No update
- Consultee on all matters relevant to the town**
- None received this month.
- District Plan**
- Preparing for two November consultation days.
- Financial Accounting**

- External audit certificate received.

Hertfordshire Highways

- Lack of coherent information from Herts Highways a concern
- Responded to Cllr Beeching's call for odd-jobs

Markets

- Investigation into possibilities will continue

Neighbourhood Plan

- No current activity

LGiU Briefings

- Daily briefings on a 3-month free trial basis continue.

Lordship of the Manor

- Now completed

Planning Matters (acting as a consultee)

- 31 Applications considered in 2016/17.

Plant Watering

- Continued throughout the town
- Sub contract watering for Gilston & Eastwick

Projects

- Bell Street Conveniences; meeting with head of service.
- Town Green; no further activity. Task & Finish group proposed.
- Library; No further action at the moment.

Rivers Orchard

- Lease agreement with Deville Estates Ltd signed and completed

Staff

- A&A sub-committee briefed on changes in staff deployment

Town Twinning

- Provided transport for Moosburg weekend

Town Action Plan

- The F&P committee have directed that on-going scrutiny be addressed by a summary in the Clerk's report.

War Memorial

- Task & Finish group established. Faculty applied for.
- Meeting with contractors 01 September, waiting for quotes

Clerk advised that he had received a response from Rob Smith, Herts County Council, Deputy Director – Environment (Highways) in response to the town's concerns about traffic management during emergency road closures and the consequences of serious injury recently experienced. The reply defended HCC's actions saying the works had been compliant with regulations, regretting the lack of reliable information and advocating the use of the 0300 help line or the HCC web-site for urgent action.

County Cllr Beeching agreed that the response had been somewhat anodyne in nature.

16/101 TOWN PROJECT MANAGER'S REPORT Report for October 2016

Walk to School Week – Monday 26th Sep – Saturday 1st Oct

The Town Selfie Walk on Saturday 1st October from 11-2pm was a huge success. Stalls were set up in the back car park and the focus was all about health and well-being, over 1000 bugs were collected by children who walked around the town to find 4 'stop-off' points where they could dress up, take a selfie on their mobile devices and then collect their bug to complete a set. Rotary Club of Sawbridgeworth were at the top of Bullfields with a life sized multi coloured (polycarbonate) cow. Cllr E Buckmaster was based at Vantorts Park with his EHDC leaflets and props, Cllr Royle was wearing his funky shoes in Church Park and Chris from the Evangelical Congregational Church kindly gave up his time to find 'Wally' and dress up with other Wally's in the town! There will be a meeting in the new year to discuss the idea of replicating this event next autumn and potentially having a similar initiative in the Spring term.

Mayors Charity Quiz Night at Bullfields – Saturday 1st October

Thank you to those of you that supported this event. A great night was had by all and was well supported by the community. £625 was made for the Mayor's charity.

Seeing it Through – Pins & Feathers Production – Friday 14th October 7.30pm at The Bullfields Centre

– This event went well, but ticket sales were lower than expected. The production was first class and told the story of life in East Herts during WW1. Proceeds from this event will go into in the War Memorial Refurbishment fund.

MOVE Week – The date is to be confirmed in May 2017. More information about how Sawbridgeworth will be involved will be available after my next meeting with Michal Siewniak in September.

Somme Memorial Visits – The WW1 commemoration visited Edmondton Cemetery on Tuesday 11th October to pay our respects to Alfred Jolley where a small posy of red and blue flowers was laid. Alfred signed up underage for WW1 and died at the age of 17. Two other soldiers that died during the 141 days of the Somme were also remembered by us, George Bates and Henry Basterfield. The work that we are doing is part of the Living Memories Project that is currently running with the Commonwealth War Graves Commission – our next visit is to Tottenham Cemetery on November 8th.

Future Dates for the diary

Sunday 13th November – Remembrance Day, Great St Mary's Churchyard and then into church. Starts at 3pm promptly. Parade sets off from Bell Street car park at approx. 2.50pm with all of the uniformed services. **Councillors please go straight to the church.**

Saturday 19th November – Lights of Love, Isabel Hospice Service in

Bakers Walk at 4pm

Saturday 26th November 2016 – Christmas Lights Festival. Meetings have taken place with sound and lighting engineer. Icicle lights are up and we are waiting for delivery of lights that need replacing, we are replacing year on year at the moment so a further 15 sets have been purchased to complete the scene this year. This year there will be a craft stalls in Church House and this aspect of the Switch On is being coordinated by Valerie Dakin and all proceeds of these stalls will be donated to Great St Mary's Church.

Friday 19th May 2017 - Annual Civic Awards

Mayors Events 2016-2017 – Charity : St Elizabeth's, Much Hadham

Thursday 2nd February – Wine Tasting Evening

Saturday 4th March – Variety & Tribute Show at the Memorial Hall

Saturday 29th April – Civic Dinner at the Memorial Hall

16/102 DEPOSIT & CONSULTATION DOCUMENTS

Noted: That there had been none received.

16/103 FINANCIAL REPORT

Noted: The current Financial Report

16/104 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

Meeting ended at 20:46