

SAWBRIDGEGWORTH 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 26 October 2015**.

Those present

Cllr Sotirios Adamopoulos	Cllr Don Hall
Cllr Angela Alder	Cllr Heather Riches
Cllr Eric Buckmaster	Cllr David Royle
Cllr Ruth Buckmaster	Cllr Tom Reeks
Cllr Pat Coysten	

In attendance:	8 members of the public
Cty Cllr Roger Beeching	Michael Jarvis – H&E Observer
R Bowran - Town Clerk	J Sargant – Town Projects Manager

Welcome by the Mayor, prayers were read by Cllr Riches

15/90 APOLOGIES FOR ABSENCE

Apologies for absence were received from:
Cllr Shaw – family matter and Cllr Burmicz – traffic delay.
Cllr Mortimer was absent.

15/91 DECLARATIONS OF PECUNIARY INTEREST

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

15/92 PUBLIC FORUM

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

Mrs Stephanie Newman commented that the town council does an amazing job except in one respect; that of supplying drinking quality water to the allotments. She pointed out that Bellmead allotment has had its own well for the past 30 years that was capable of providing water 10 litres at a time. She said she wished to register her protest at the use of clean water on allotments.

15/93 MINUTES

Resolved: To approve, after amendment, as a correct record the minutes of the Meeting of the Town Council Meeting held on 29 September 2015 (M05) [*prop Cllr Reeks; sec'd Cllr Royle*]

Minute 15/82. Cty Cllr Beeching reported that the non-functional bus indicator signs on London Road had not been removed and would probably remain in place until such time as the requisite technology caught up with the bus company.

15/94 PLANNING COMMITTEE

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

- 29 September 2015 (P06)
- 12 October 2015 (P07)

- 15/95 AMENITIES COMMITTEE**
Received and Noted: The minutes of the Amenities Committee Meeting held on:
- 12 October 2015 (A02)
- 15/96 ANNUAL ACCOUNTS**
Resolved: To approve the Annual Return and Accounts for 2014/15 and to adopt the recommendations made in the report of the external auditor. [*prop Cllr Hall; secd Cllr Riches*]
- 15/97 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
 To receive advice of the Mayor's correspondence and communications
- A thank you note had been received from Liz Faulkner following her award.
 - Mayors Quiz Nite raised £630. Thanks to council staff for organisation and local retailers for contributions to the raffle.
 - Trip to Moosberg with 18 from Sawbridgeworth. Outcome is a mutual desire to formalise a twinning relationship.
- Events
- Remembrance Day 3pm on Sunday 08 November.
 - Town Action Plan Open Day Saturday 31 October.
 - Christmas Lights Festival Friday 27 November.
- 15/98 REPRESENTATIVES REPORTS**
 To receive representatives reports from:
- District Councillor Angela Alder:
 - Visited a seminar on the Stroke Unit at PAH. A 600 bed unit is proposed at the Lister Hospital
 - SawboStrokers are to meet in the Hailey Centre on 29 October.
 - Attended a Health and Welfare scrutiny meeting
 - The Ageing Well initiative is progressing well
 - Meeting of Everyone Active at Wodson park on 04 November
 - Amendments have been made to the Standards and Code of Practice. This will be passed down to towns and parishes
 - District Councillor Eric Buckmaster:
 - Reported on initiative to recognise awareness of Mental Health issues.
 - Reported that the District Plan Executive Panel had been deferred to December.
 - Hertfordshire Police were not present due to operational demands but reported *in absentia*:
 - Heightened awareness concerning Hallowe'en and Fireworks nights
 - Crime levels are static.
 - Other Representatives. Cllr Royle reported:
 - A publicity drive to support the Stop Harlow North campaign
 - Making contact with Cllr Nigel Cox of EHATPC (East Herts Association of Town and Parish Councils).
 - County Councillor Roger Beeching MBE JP: focussed his report on Young People's issues:
 - Noted a change in the socio-economic mix in the town

- Opined that young people do not want a structure, but want to be valued and need a neutral venue and positive role models.
- Advised members of the “Thirst Café” initiative in Bishops Stortford and suggested that this could be a model for a new approach to providing a focus for young people.
- The main problem in Sawbridgeworth would be finding suitable premises in a central part of the town.

15/99 YOUTH CONNEXIONS

Members received and discussed a proposal from Youth Connexions Hertfordshire to establish a “Youth Participation Project” in Sawbridgeworth.

Members reflected that since is a replication of what has been tried before on several occasions and failed and that Sawbridgeworth had changed; there needed to be a change in approach. Members decided that they would not support this initiative.

15/100 TOWN ACTION PLAN

To report on progress with the Town Action Plan 2015-20.
The first Drop-in-Day for public consultation will be held at the council offices between Noon and 16:00 on Saturday 31 October.

15/101 NEIGHBOURHOOD PLAN

To report on progress with the Sawbridgeworth Neighbourhood Plan. Clerk reported that no action had been taken until the outcome of the decision by EHDC on the application for a Designated Area.

15/102 CLERK’S REPORT

Town Clerk’s report is attached as Appendix A

15/103 TOWN PROJECTS REPORT

Town Project Manager’s report is attached as Appendix B

15/104 DEPOSIT & CONSULTATION DOCUMENTS

To note any items for Deposit and Consultation. There were none.

15/105 FINANCIAL REPORT

Noted: The current Financial Report

15/106 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

Meeting closed at 20:45

The next meeting of the Town Council will be held at 7.30 pm on Monday 30 November 2015 in the Council Chamber at Sayesbury Manor, Bell Street Sawbridgeworth.

Appendix A

Allotments

- Some eviction notices issued

Bus Shelters

- Cleaned and maintained, hanging baskets installed
- Request for a new bus shelter on Cambridge Road

Car Park Subsidy (First Hour Free)

- Now taken on by EHDC

Cemetery

- 44 Interments managed in 2015 to date
- Application for an exhumation to be made to MoJ

Chamber Utilisation

- World War I Exhibition until end of 2015 – grant application refused by EHDC

Community Transport - Sawbobus and Minibus Hire

- Dial-a-Ride service provided; 55 so far this year.
- Saturday morning service suspended – petition received.

Consultee on all matters relevant to the town

- No further consultations at present

Crime Prevention Initiatives

- CCTV images provided to police

Democratic Services

- Road closure notices applied for

Fly Posting

- Continued surveillance and unauthorised advertising removed.
- Authorised charity banners installed and removed in a timely manner.

Grants to voluntary organisations

- Appeal from CAB for further help as potential grant funding reduced after change in council's grant policy

Hanging Baskets and Planters

- London Road planter maintained and watered on a daily basis.

Hertfordshire Highways

- Sign cleaning, sign removal, footpaths clearance, town sign erection and gardening works carried out.

Neighbourhood Plan

- Application made to EHDC for designation of a Neighbourhood Area – result will be known in early November.

Planning Matters (acting as a consultee)

- 66 Applications considered since the beginning of the new term.
- Coming to terms with a seriously flawed EHDC planning notification system.

Projects

- Bell Street Conveniences; ongoing dialogue with EHDC since October 2013 over refurbishment and maintenance responsibility.
- Town Green; ongoing dialogue with EHDC since January 2015 over project to revitalize area as a community hub and town centre focus.

Publicity/Information:

- Newsletter; four editions published a year; next edition by end of October.

Recreation Areas

- Bullfields, fabric of building, playground inspections by RoSPA
- West Road issues with pieces of equipment; playground inspections by RoSPA

Staffing

- Gill Abbott's contractual sick pay ends on 31 August.

Town Action Plan

- Drop in day to be held on 31 October at Council Offices

Town Ranger & Groundsman

- On summer hours from 01 June to water plants
- Contract grass cutting and litter clearance for SYPRC
- Contract plant watering for Eastwick and Gilston Parish Councils.
- Contract grass cutting for RHSO Group
- Some relief community bus driving

Training

- All minibus drivers to be put through HCC training course

Appendix B

Civic Events (promoted by the Mayor)

- Christmas Disco for under 15's – Leventhorpe School (TBC) **Friday 11th December** 2015 6pm to 8pm
- Civic Dinner – **Saturday April 9th 2016** at Sawbridgeworth Memorial Hall. This is a dinner dance event and there will be a 3 course dinner, followed by entertainment from a local band. Catering is by Magpie Catering.
- Spring Duck Race – Date TBC.
- Annual Civic Awards and Presentation of Mayor's Charity cheque to Sawbridgeworth & High Wych Girl Guiding. Friday 20th May 2016 (7pm)

Other Civic Ceremonial Events

The Annual Town Service of Remembrance – Sunday November 8th. Project Manager and Revd. Frances Arnold have met and approved the content of the service that will be held on this special day. British Legion Poppy Wreaths are distributed in advance from the Town Council offices. The annual parade of uniformed groups will set off from Bell Street car park at about **2.50pm** to arrive for a **3pm** service that will commence at the War Memorial in the churchyard of Great St Mary's, Councillors should arrive in advance of the parade please meet at the War Memorial. Please email jo.sargant@sawbridgeworth-tc.gov.uk if you are unable to attend.

World War One Exhibition

4500 leaflets have been distributed to each household in the town promoting this event. A number of schools have already visited the exhibition and trench and have been overwhelmed by the impact of this great exhibition. There is now a full diary for future bookings from schools across the county of Herts and Essex.

Community Events

- Christmas Lights Festival - Friday **27th November 2015**.
- The children's Christmas competition (The Lion, The Witch and the Wardrobe)
- Fun on the Field. Proposed date for this event in **2016 is Sunday 12th June**.

Rivers Heritage Orchard Group

Chairman Rob Richardson has made a new website for the group – however the Orchard still features on our website with a link to their new website. www.rhso.co.uk

Apple Day ~ Saturday 10th October 2015 – as in 2014 this event attracted a great crowd of people who picked a record breaking amount of apples. The apples were quickly dispatched to Apple Cottage Cider where 778 bottles were produced. The Orchard group will be selling the juice at various locations around the town and at events.

Diary Dates for Orchard Events

Wassail ~ Saturday 9th January 2016 (TBC)