

# M, 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 25 November 2013**.

### Those present

Cllr Angela Alder	Cllr Barry Hodges
Cllr Eric Buckmaster	Cllr Peter Mitchell
Cllr Ruth Buckmaster	Cllr Tom Reeks
Cllr Pat Coysten	Cllr Joyce Vincent
Cllr Derek Filler	Cllr Andrew Wincott

### In attendance:

PCSO Paul Weston - Herts Police	Cty Cllr Roger Beeching
5 members of the public	
R Bowran - Town Clerk	Mrs J Kenny – Town Projects Manager

Welcome by the Mayor, prayers were read by Cllr Ruth Buckmaster

### 13/79 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Jane Adams – school-work and Cllr Will Mortimer – recovering from motor accident.

### 13/80 PUBLIC FORUM

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

**Mrs Heather Riches** commented that she had complained in April about the height of the step from the Hailey Centre into the council chamber and that this issue had become apparent at the Hailey Centre Christmas Fayre on 23 November. In her opinion a ramp was needed between the two buildings.

*Cllr Mitchell responded that he had attended the event and opined that it was more a Health and Safety issue. Suggested a "Mind the Step" sign.*

*Clerk responded that the link had been used on only three occasions this year. A suitable ramp would cost approximately £350.*

*Cllr Ruth Buckmaster responded that High Wych church used a ramp which had cost £70. Cllr Filler said he would borrow the ramp to see it was fit for this specific purpose.*

**Mrs Heather Riches** also commented that the town council had taken away scooter parking scooter parking spaces when they purchased The Cottage. She asserted that her research placed the responsibility to provide space on the town council.

*The mayor responded that this was a matter for the Hailey Centre to resolve and not the town council. Councillor Eric Buckmaster concurred. (Mrs Riches disagreed)*

**Mrs Eileen Kinge** asked who was the leader of the Hailey Centre management team, and why wasn't she doing anything about the situation.

*The mayor confirmed it was her, and explained the actions that had been taken to date.*

**Mrs Beryl Palmer** commented on the lack of dropped kerbs for the benefit of mobility scooter users in the Northfield Road and Bullfields areas. Also that such dropped kerbs that there were are often obstructed by parked cars.

*Cllr Beeching noted the points that had been made and said he would follow up the comments with the Highways Department.*

**Mrs Heather Riches** commented that the dropped kerbs in The Forebury were not deep enough and that scooters with small wheels could not manage to navigate them.

*Cllr Beeching again noted the points that had been made and said he would follow up the comments with the Highways Department.*

**13/81            DECLARATIONS OF PECUNIARY INTEREST**

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

**13/82            MINUTES**

**Resolved:** To approve as a correct record the minutes of the Meeting of the Town Council held on 30 September 2013 (M05) [prop Cllr E Buckmaster; secd Cllr Hodges]

**Resolved:** To approve as a correct record the reference to to cancelled Meeting of the Town Council scheduled to be held on 28 October 2013 (M06) [prop Cllr Filler; secd Cllr Vincent]

**Minute 13/69:** Cllr Mitchell reported that he had contacted his political party about the lack of election material sent out for the recent by-election, and said that there would be changes for the future.

**13/83            PLANNING COMMITTEE**

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

- 30 September 2013 (P07)
- 14 October 2013 (P08)
- 28 October 2013 (P09)
- 11 November 2013 (P10)

**13/84            MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

Mayor's communications;

Events attended:

- 01 Oct; Isabel Hospice facilities in Welwyn Garden City
- 06 Oct; EHDC Civic Service in Bishops Stortford
- 12 Oct; pop concert at Leventhorpe School
- 15 Oct; Yoppi event at Herts Regional College
- 18 & 20 Oct; TCT 10k run at Leventhorpe School
- 25 Oct; Gavin Kent, Royal photographer at Memorial Hall
- 26 Oct; Mayor of Dunmow's charity dinner
- 27 Oct; Ware TC Civic Service
- 04 Nov; EHDC Governance meeting

- 09 Nov; Memorial Hall Remembrance Day event
- 10 Nov; Remembrance Day parade and service
- 12 Nov; Receipt of charity cheques at Leventhorpe school
- 21 Nov; Launch of Scouts' Christmas card delivery service
- 22 Nov; Official opening of Rivers Hospital new reception area
- 23 Nov; Mayors charity quiz night at the Bullfields Centre

It was announced:

- 29 Nov; Switching of the town's Christmas lights
- 30 Nov; Lights of Love ceremony in Bakers Walk

## 13/85 REPRESENTATIVES & CHAMPIONS REPORTS

To receive representatives reports from:

- **County Councillor Roger Beeching** reported:
  - A review being undertaken of certain aspects of the part night lighting scheme
  - Review of the potential for 20 mph zones on some roads in the area
  - A report on the harm from tobacco smoking and enforcement of the law on sales of tobacco.
  - Fly posting at the Parsonage Lane junction had been reported
  - The request for short term parking in Bell Street was acknowledged. In 2010 when this was last raised a comprehensive technical report had ruled out this possibility.
  - Many road repairs had been carried out in the town
  - Blue bin scheme had run into some difficulties, for example in the dark the colour cannot be differentiated from black!
- **District Councillor Eric Buckmaster** reported:
  - Has obtained a copy of the photo-book from the royal photographer's visit and will present it as a gift to the people of Bry-sur-Marne.
  - District planning panel will meet on 28 November
  - Preferred sites will announced on 16 January
  - Manifesto for High Streets published in the Daily Telegraph demonstrates that the town council are doing the majority of the suggested actions.
  - Clerk and Projects Manager commended for their work with All About Sawbridgeworth.
  - Consultation on the future of library services is taking place.
- **Hertfordshire Police**, PCSO Paul Weston reported:
  - Police will stick with current local priorities and review in the new year.
  - No anti-social behaviour logged at recent civic events
  - Some fuel oil thefts have occurred in rural areas.
  - Operation STOMP – with Bishops' Stortford Boys High School to help at older peoples properties.
  - Several arrests made in co-operation with Essex police.
  - Police were pleased to able to parade on Remembrance Sunday.

- **Councillor Peter Mitchell** reported:
  - That he attended a meeting of the Ducking Centre on 18 October which aimed at getting more fathers involved.
  - That there will be a Partners Day on 06 December.
- **Councillor Andrew Wincott** reported:
  - The AGM of the Memorial Hall took place on 14 November.
  - Accounts were prepared by an external accountant and showed a surplus of £3,000 for the year.
  - Trustees elected were: John Rider; Peter Lee; Ray Young & Liz Evans.
  - Trustees co-opted were: A Robinson; P Lee & L Burns
  - Several major events run; Remembrance even raised around £1,000.
  - Funding for Hall improvements came via a circuitous route but amounted to £150,000.

13/86

#### CLERK'S REPORT

- **Farmers Market** The next Farmers Market will take place on Sunday 15 December. There were 750 customers recorded in the October market and 780 in November. Two out of the three new stalls were deployed and the car park looked really quite full. All of the three new stallholders who confirmed they wanted to become permanent attendees.  
We met with EHDC on 21 October for a debriefing on the retailers' petition to have the market stopped on a Saturday. EHDC state they will carry out independent research into the market and report back. To date we have heard nothing further.
- **All About Sawbridgeworth** A Breakfast Meeting was held with retailers on Tuesday 19 November. The object was to defuse current tensions amongst the retailers and to confirm the town council's support for economic development of the town. A number of retailers have indicated they will contribute to the Town Action Plan
- **Internal Audit** The interim internal audit was carried out on Monday 18 November and the auditor expressed himself satisfied with our accounts and processes.
- **Bell Street Conveniences** The response from EHDC has been that they approve of one of the proposed schemes in principle, but have no capital funds to support it this year. They will be proposing a capital sum in the budget for the year 2014/15.
- **Citizens Advice Service** Following my report for the last few months, we have now received a letter advising us that they will be moving from the library to us in January 2014. We will also be receiving a grant application from them for consideration at our January meeting.
- **Town Action Plan 2014-18** A second meeting of the group of interested participants took place in November. A SWOT analysis was refined and priority projects were discussed. A further meeting will take place in January 2014.
- **Christmas Lights 29 November** Preparations for the Christmas lights event are well under way. 95% of the lights are in place, celebrities briefed, permissions granted, police support assured and charity stalls allocated.

- **Budget 2014-15** Budget preparations have started and members are asked to let the clerk or the chairman of the F&P Committee have any indication of funds they propose needing for next year.
- **Allotments** The tenant on whom formal notice to quit has been served has shown some evidence of complying and has vacated the plot by the defined date of 28 October. There is a proposal to create a plot for less able people in its place.
- **Footpaths** A meeting is due to take place with Rowan Perrin from EHDC to discuss a regime for footpath clearance and hedge cutting.

**13/87 SANTANDER BANK**

**Resolved:** That the Clerk and the Finance Officer be appointed as authorised to operate the account with Santander Bank for the purpose of closing the account and transferring the balance of £22.57 to the Council's current account.

*[prop Cllr Vincent; secd Cllr Coysten]*

**13/88 DEPOSIT AND CONSULTATION DOCUMENTS**

- Uttlesford District Council: Uttlesford Local Plan – Consultation on Housing Strategy and Additional Sites – November 2013.

Following earlier comments about the duty to co-operate with neighbouring authorities; No similar consultation document has been received from Harlow. Cllr Buckmaster reported that he was aware that a F.o.I. request in this respect had been filed, but that the response had been that the Harlow consultation was not in the public domain.

**13/89 FINANCIAL REPORT**

**Noted:** The current Financial Report

**13/90 ACCOUNTS FOR PAYMENT**

**Noted and Approved:** Accounts for payment

Meeting was closed at 20.55

The next meeting of the Town Council will be held at 7.30 pm on Monday 06 January 2014 in the Council Offices at Sayesbury Manor, Bell Street, Sawbridgeworth