

# SAWBRIDGECWORTH 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 28 November 2016**.

### Those present

|                      |                     |
|----------------------|---------------------|
| Cllr Adamopoulos     | Cllr Don Hall       |
| Cllr Eric Buckmaster | Cllr Heather Riches |
| Cllr Ruth Buckmaster | Cllr David Royle    |
| Cllr John Burmicz    | Cllr Mike Shaw      |

### In attendance:

|                                   |                             |
|-----------------------------------|-----------------------------|
| 3 members of the public           | Lisa Dale – Finance Officer |
| Joanne Sargant – Projects Manager | R Bowran - Town Clerk       |

Welcome by the Mayor

Prayers were said by Cllr E Buckmaster

The formal council meeting was preceded by a presentation from Mr Michael Beard from Public Health England on the proposed new establishment in Harlow on the former GSK North site.

Mr Beard that the move was due to the amalgamation of several agencies and involved 5,800 people, scientist and support staff, from the Porton and Collingdale laboratories.

An outline planning application will be made in the summer of 2017 and occupation is planned in phases from 2021 to 2024. To mitigate transport issues - features include Shuttle busses, staggered starts, flexible working and car sharing schemes.

Mr Beard was unable to advise how many technicians were being relocated but hoped to recruit locally; he advised that investment was being made in the south east rather than the “northern power house” because the GSK site is ready made, is in the “life sciences corridor” and has easy links to London.

### 16/105 APOLOGIES FOR ABSENCE

Apologies received from Cllr Alder – unwell (Clerk asked to pass on best wishes from the council), Cllr Coysten – unwell and Cllr Beeching – holiday. Cllr Mortimer was absent.

### 16/106 DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of Pecuniary Interest by Members

### 16/107 PUBLIC FORUM

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

### 16/108 MINUTES

**Resolved:** To approve as a correct record the minutes of the Meeting of the Council held on 31 October 2016 (M06)  
*[prop Cllr R Buckmaster; secd Cllr Riches]*

There were no matters arising from these Minutes and not dealt with elsewhere on this Agenda.

- 16/109 PLANNING COMMITTEE**  
**Received and Noted:** The minutes of the Planning Committee Meetings held on:  
 31 October 2016 (P08)  
 14 November 2016 (P09)
- 16/110 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
 To receive Mayor's appointments and communications.  
 He attended:  
 ○ Childrens Centre meeting at the Scout Hut  
 ○ Nostalgia Day and Remembrance Service  
 ○ Lights of Love  
 ○ Christmas Lights  
 Future appointments  
 ○ St Elizabeth's Santa dash  
 ○ 29 Nov. School Council  
 ○ 15 Dec. Christmas Awards  
 ○ 21 Dec. Christmas Drinks
- 16/111 REPRESENTATIVES REPORTS**  
 To receive representatives reports from:  
 ○ District Councillor Eric Buckmaster reported
  - Village Halls conference on 02 November
  - Granting of 20 community activity awards
  - Esbies site enforcement would be webcast on 07 December
  - Increase of 7.5% in car park charges fro April 2017 ....
  - .... and a reduction in car parking subsidy to Sawbridgeworth and Buntingford
 ○ Other Representatives
  - Stop Harlow North campaign. Cllr Royle reported that there was an on-going campaign.
- 16/112 AUTHORISED SIGNATORIES**  
 Due to the failure by the bank to record the mandate requests made in October 2015, there are only two current members of council who are recognised by the bank as being authorised signatories.  
  
**Resolved:** To appoint Cllr Beeching and Cllr Royle as the two further signatories, in addition to Cllr Riches, on the mandate with Lloyds Bank. [*prop Cllr Adamopoulos; secd Cllr Hall*]
- 16/113 DISTRICT PLAN**  
 Clerk reported that approximately 150 members of the public attended the public consultations held on Saturday 05 November and Saturday 19 November.  
  
 Cllr Shaw asked what the town council's position was in regards to Gilston. He asked if any of the District Councillors who also sit on the town council opposed the changes to the Gilston plan.  
 Cllr E Buckmaster responded that he was not a District Councillor when the resolution was made, he had been a member of the Stop Harlow North campaign but the changes in the Special Spaces Strategy reducing the number of proposed dwellings in the Gilston area from 15,000 to 3,000 had meant that in his opinion the revised proposal was acceptable.

Cllr Shaw reminded Members that his UKIP manifesto was based on his opposition to Harlow North development and asked which of the three town council Members, also district councillors, opposed the decision to adopt chapter 11 (the Gilston area) of the District Plan.

Cllr E Buckmaster responded that none of them had voted to oppose the decision.

Cllr Shaw then **Proposed** (seconded by Cllr Hall) a motion that the town council should oppose the contents of chapter 11 of the District Plan. Motion defeated [**Pro 2; Con 4; Abs 2**]

Cllr Shaw asked why the town council had not opposed the contents of chapter 8 (the Sawbridgeworth area) of the District Plan.

Cllr E Buckmaster responded that there was no evidence of unilateral opposition. Town Clerk added that public objections had been in matters of detail not of overall concept.

**Resolved:** That with some typographical changes the Clerk's Summary of Comments received from members of the public should be sent in narrative form to EHDC for forwarding to the Planning Inspector. [*prop Cllr E Buckmaster; secd Cllr Riches*]

## 16/114 TOWN CLERK'S REPORT

Report for November 2016

### Car Park Subsidy

- New parking regime from EHDC imminent.
- No definitive advice yet on budgetary implications for 2017/18.

### Cemetery

- 16 Interments managed in 2016/17 to date
- Application for an exhumation to be made to MoJ

### Chamber Utilisation

- Hosted EHDC senior team meeting on 07 November

### Community Transport - Sawbobus and Minibus Hire

- No update

### District Plan

- Two November consultation days.

### Hertfordshire Highways

- Inaccurate information from Herts Highways a concern
- Corresponded with Head of Highways about sign cleaning

### LGiU Briefings

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

### Planning Matters (acting as a consultee)

- 39 Applications considered in 2016/17.

### Projects

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

### Staff

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

### War Memorial

- Task & Finish group established. Faculty applied for.

- Report and quotes received

## **Sawbridgeworth Town Action Plan 2016-2020**

### **The Five Key Issues**

#### **Traffic Management (including Parking)**

##### **How do we solve the problems of increasing traffic and the lack of parking?**

- Dialogue with EHDC over future parking policy.
  - Not yet consulted
- Develop “Shared Spaces” philosophy
  - EHDC placed in abeyance
- Dialogue with schools on “Walk to School” initiative
  - Scheduled for w/c 26 September
- Development/Expansion of Sawbobus service
  - Schools service

#### **Amenities & Facilities**

##### **How do we ensure these are best provided for the community?**

- Continued maintenance and care for existing facilities
  - On-going programme
- Negotiations with EHDC on refurbishment of Bell Street conveniences
  - Waiting consideration of consultation

#### **Housing & Planning**

##### **How do we make sure housing is best suited and the infrastructure is catered for?**

- Dialogue with potential developers
  - Taking place where appropriate
- Dialogue with EHDC and District Planners
  - Taking place as and when appropriate
- Consider producing a Neighbourhood Plan
  - See Agenda item

#### **Economic Vibrancy**

##### **How do we re-invigorate the town centre and bring people to the town?**

- Set up dialogue with retailers and businesses
- Re-examine retailers opposition to farmers markets

#### **Open Spaces**

##### **How do we best plan and care for our open spaces?**

- Develop ideas for Town Green
  - On hold while access to surgery site is discussed by EHDC
- Develop ways and means to use Fair Green
  - Establish lordship of manor
  - Consult with local residents
  - Enact market rights

**16/115 TOWN PROJECT MANAGER'S REPORT**  
Report for November 2016

**Feedback on Events that have taken place.**

**Sunday 13<sup>th</sup> November** – Remembrance Day, Great St Mary's Churchyard was once again a success. Special thanks to Reverend Frances Arnold and Gary Hanson, Minister of the Evangelical Congregational Church. Flt.Lt. Andrew Passfield, ATC 309 Squadron and the cadets for their time and commitment to this event.

**Saturday 19<sup>th</sup> November** – Lights of Love, Isabel Hospice Service in Bakers Walk. This event was well attended and the Book of Remembrance is now being held in the hospice shop in Forelands Place, Bell Street.

***Future Dates for the diary***

**Saturday 26<sup>th</sup> November 2016** – Thank you to Cllrs Buckmaster E, Buckmaster R, Royle, Burmicz, Riches, Adamopoulos, Coysten for your offers of help with marshall duties for this event.

*Project Manager commented post-event: No issues apart from three residents who were counselled by the police; some suggestions for repositioning stalls and noted that the attendance was higher on this Saturday than previous years' Friday events. Police will issue an OWL opinion surety and a debrief will be held in January 2017.*

**Friday 19<sup>th</sup> May 2017** - Annual Civic Awards

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

Thursday 2<sup>nd</sup> February – Wine Tasting Evening

Saturday 4<sup>th</sup> March – Variety & Tribute Show at the Memorial Hall

Saturday 29<sup>th</sup> April – Civic Dinner at the Memorial Hall

**16/116 DEPOSIT & CONSULTATION DOCUMENTS**

**Noted:** The receipt of Documents for Noting and Consultation

- Hertfordshire County Council: Consultation on the future of transport in Hertfordshire to the year 2050. Clerk was asked to circulate the consultation link to Members.

**16/117 FINANCIAL REPORT**

**Noted:** The current Financial Report

**16/118 ACCOUNTS FOR PAYMENT**

**Noted and Agreed:** Accounts for payment

Meeting ended at 20:53