

Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth
Hertfordshire CM21 9AN
Tel: 01279 724537



MAYOR
Cllr David Royle

e-mail: info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk

TOWN CLERK
Richard Bowran BSc.(Hons) MILCM

MEETING OF THE TOWN COUNCIL

You are summoned to attend the Meeting of the Town Council which will take place on **Monday 09 January 2017** at 7.30pm at The Council Office, Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

A handwritten signature in black ink, appearing to read 'Richard Bowran', with a horizontal line underneath.

Town Clerk
03 January 2017

AGENDA

Welcome by the Town Mayor followed by Prayers.

16/119 APOLOGIES FOR ABSENCE

To receive any apologies for absence

16/120 DECLARATIONS OF PECUNIARY INTEREST

To receive any declarations of Pecuniary Interest by Members

16/121 PUBLIC FORUM

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

16/122 MINUTES

[📄] [👉]

To approve as a correct record the minutes of the Meeting of the Council held on 28 November 2016 (M07) *[Appendix A]*

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

16/123 PLANNING COMMITTEE

To receive and note the minutes of the Planning Committee Meetings held on:

[📄]

28 November 2016 (P10) *[Appendix B]*

[📄]

05 December 2016 (P11) *[Appendix C]*

16/124 TOWN ACTION PLAN WORKING PARTY

To receive and note the minutes of the Town Action Plan Working Party held on:

[📄]

05 December 2016 *[Appendix D]*

- 16/125 FINANCE & POLICY COMMITTEE**
To receive and note the minutes of the Finance & Policy Committee Meeting held on:
[📄] 05 December 2016 (F03) *[Appendix E]*
- 16/126 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
To receive Mayor's appointments and communications.
- 16/127 REPRESENTATIVES REPORTS**
To receive representatives reports from:
- County Councillor Roger Beeching
 - District Councillor Angela Alder
 - District Councillor Eric Buckmaster
 - District Councillor Will Mortimer
 - Hertfordshire Police
 - Other Representatives
- 16/128 POLICIES & PROTOCOLS**
To consider Policies and Protocols for adoption
- [📄] • Policy 1.7: Corporate Structure *[Appendix F]*
- [📄] • Policy 4.8: Death of a Senior Member of the Royal Family *[Appendix G]*
- [📄] • Protocol 5.1: Councillor and Officer Relations *[Appendix H]*
- [📄] • Protocol 6.2: Communications *[Appendix I]*
- To note that the following Policies and Protocols have been reviewed:
- Policy 0,0 STC Constitution
 - Policy 3.2: Complaints Procedure
 - Policy 3.4: Petitions
 - Policy 6.12: Fly Posting
- 16/129 NEIGHBOURHOOD PLAN**
In the light of the public consultations made on the East Herts Council's District Plan; to determine whether the Town Council should produce a Neighbourhood Plan.
- 16/130 TOWN CLERK'S REPORT**
[📄] Report for December 2016 *[Appendix J]*
- 16/131 TOWN PROJECT MANAGER'S REPORT**
[📄] Report for December 2016 *[Appendix K]*
- 16/132 DEPOSIT & CONSULTATION DOCUMENTS**
To note receipt of any Documents for Noting and Consultation
- 16/133 FINANCIAL REPORT**
To note the current Financial Report
- 16/134 ACCOUNTS FOR PAYMENT**
To note and agree accounts for payment

Members of the Public and the Press are cordially invited to attend all meetings of the Council and its Committees.