

# Sawbridgeworth Town Council

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



**MAYOR**  
Cllr Eric Buckmaster  
**TOWN CLERK**

e-mail: [info@sawbridgeworth-tc.gov.uk](mailto:info@sawbridgeworth-tc.gov.uk)  
web: [www.sawbridgeworth-tc.gov.uk](http://www.sawbridgeworth-tc.gov.uk)

**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 25 January 2016** 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', written over a horizontal line.

Town Clerk  
19 January 2016

## AGENDA

Welcome by the Town Mayor followed by Prayers

**15/137 APOLOGIES FOR ABSENCE**

To receive any apologies for absence

**15/138 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Interest by Members

**15/139 PUBLIC FORUM**

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

**15/140 MINUTES**

[📄] [👉]

To approve as a correct record the minutes of the Meeting of the Town Council Meeting held on 04 January 2016 (M08)

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

**15/141 PLANNING COMMITTEE**

[📄]

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

- 04 January 2016 (P11)

**15/142 FINANCE & POLICY COMMITTEE**

[📄]

To receive and note the minutes of the Finance & Policy Committee Meeting held on:

- 06 January 2016 (F03)

- 15/143 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
To receive advice of the Mayor's correspondence and communications
- 15/144 DETERMINATION OF A MAYOR-ELECT**  
To resolve to designate a mayor-elect for the civic year 2016-17. Such designation to be determined by resolution at the Annual Town Meeting in May 2016.  
[Hand]
- 15/145 REPRESENTATIVES REPORTS**  
To receive representatives reports from:
- County Cllr Roger Beeching MBE JP
  - District Cllr Mrs Angela Alder
  - District Cllr Will Mortimer
  - District Cllr Eric Buckmaster
  - Hertfordshire Police
  - Other Representatives
- 15/146 BUDGET 2016-17 & DETERMINATION OF PRECEPT**  
1. To consider the Recommendation of the Finance & Policy Committee and adopt a Budget for 2016-17  
2. To determine the Precept for 2016-17 and instruct the principal authority accordingly.  
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- 15/147 GRANT APPLICATIONS**  
To consider grant requests made by the following:  
1. High Wych Ladies Group : £300  
2. East Herts Citizens Advice Service : £1,000  
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- 15/148 TOWN ACTION PLAN**  
To report on progress with the Town Action Plan 2015-20
- 15/149 NEIGHBOURHOOD PLAN**  
To report on progress with the Sawbridgeworth Neighbourhood Plan
- 15/150 CLERK'S REPORT**  
To receive and note the Town Clerk's report  
[Copy]
- 15/151 TOWN PROJECTS REPORT**  
To receive and note the Town Project Manager's report  
[Copy]
- 15/152 DEPOSIT & CONSULTATION DOCUMENTS**  
To note any items for Deposit and Consultation
- 15/153 FINANCIAL REPORT**  
To note the current Financial Report
- 15/154 ACCOUNTS FOR PAYMENT**  
To note accounts for payment

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