

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 27 January 2014**.

Those present

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

In attendance:

3 members of the public	Cty Cllr Roger Beeching
Michael Jarvis – H&E Observer	PCSO Paul Lillie - Herts Police
R Bowran - Town Clerk	Mrs J Kenny – Town Projects Manager

Welcome by the Mayor; one minutes silence was observed to mark Holocaust Day.

13/102 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Jane Adams – work commitment.

13/103 PUBLIC FORUM

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

Mr Norman Manion asked what progress had been made to sue Barratt Homes in relation to the removal of ash trees on the Millfields site

Clerk responded that as previously reported the matter had been referred to the EHDC Enforcement Officer for action.

Mr Norman Manion asked what progress had been made to resolve the In & Out conflict at the junction of Millfields with Saffron Gardens

Clerk responded that as previously reported the matter had been referred to Hertfordshire Highways who were addressing the traffic control issues involved.

Mr Norman Manion had shown the Clerk photographs of a car parked on the footway outside his kitchen window and asked what could be done to prevent that happening. He suggested erecting No Parking signs similar to the ones at the other end of the estate

Clerk responded that this would appear to be an obstruction and that he would bring it to the attention of the Police. He agreed to visit the site on 28 January.

Mr Norman Manion asked why the street lights in Saffron Gardens are left on for 24 hours a day.

Cllr Beeching responded that it may be the result of the batching of remedial work by Ringway, assuming that the lights had been adopted by Herts County Council. Clerk responded that he would visit the site on 28 January.

Mr Norman Manion commented that the newly laid surface in Millfields was breaking up due to the excessive speeds of traffic from Saffron Gardens.

Clerk responded that he would bring this to the attention of Herts Highways.

Mrs Heather Riches commented that the road sign at Hoestock Road was misleading and seemed to direct traffic to Bishops Stortford rather than to Sawbridgeworth

Clerk responded that the council were already aware of this situation and agreed with the opinion that had been expressed. Steps had been taken early in 2013 to resign the area. Herts Highways were programmed to introduce improved, less ambiguous signs before the end of the civic year.

Mrs Heather Riches commented that there were double yellow lines surrounding the large potholes in Fair Green

Clerk asked if she had reported them. Since the answer was in the negative he responded that it would be reported. Cllr Beeching said that new building protection bollards will be installed shortly.

Mrs Heather Riches commented that inappropriate road markings had been painted at the roundabouts at the junctions of Northfield Road and Bullfields and at the junction of Bullfields and Barnard Road.

County Cllr Beeching responded that he was aware of the situation and that Herts Highways would be removing the road markings as soon as the weather permitted.

Mrs Heather Riches commented that there were no aids for the less abled when wishing to transit from the Hailey Centre into the Council Chamber.

The Mayor responded that it was possible that the town council could install a pair of grab handles to meet this occasional need. She asked the clerk to investigate.

Mrs Monya Billing asked what progress had been made on the provision of parking at the Hailey Centre for Mobility Scooters.

The Mayor responded that users of mobility scooters can park anywhere in the car park at no cost; at the rear of the Hailey Centre and that arrangements for access remain the same as at present.

13/104 DECLARATIONS OF PECUNIARY INTEREST

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

13/105 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Town Council held on 06 January 2014, after noting that Cllr Ruth Buckmaster had been absent due to illness and had sent apologies. (M08) [*prop Cllr E Buckmaster; secd Cllr Wincott*]

Matter arising from the Minutes: **Minute 13/97**. It was pointed out that reference should have been to Northfield Road and not West Road.

13/106 PLANNING COMMITTEE

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

- 06 January 2014 (P13)

13/107 FINANCE & POLICY COMMITTEE

Received and Noted: The Minutes of the Finance & Policy Committee Meetings held on:

- 09 December 2013 (F03)
- 13 January 2014 (F04)

13/108 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

Mayor's communications;

- A letter had been received from Help for Heroes acknowledging receipt of a further donation from the past mayor's charity fund.

Events attended:

- 12 Jan: ATC Service at Evangelical Congregational Church with enrolment of three new cadets.
- 18 Jan; Cricket Club 30th Anniversary Guest Night and Reunion dinner

It was announced:

- 01 Feb; Battle of the Bands at Hertford Theatre
- 07 Feb; ATC award evening in Chelmsford
- 08 Feb; Town Twinning Quiz at the Bullfields Centre
- 16 Mar; Charity Car Boot Sale in aid of TCT
- 26 Apr; Civic Dinner at the Memorial Hall

13/109 REPRESENTATIVES & CHAMPIONS REPORTS

To receive representatives reports from:

- **County Councillor Roger Beeching** reported:
 - A resolution sent to the Secretary of State advising that change of use from Public Houses should be resisted before full local consultation had taken place
 - Money from his Highways locality budget was being spent on building protection bollards in The Square and at the south end of Sheering Mill lane to remove obstructions and reduce speed
 - The confusing road markings painted on Bullfields roads are to be removed
 - BT are to install fibre optic cables for Broadband in 2015/16 at their own expense
- **District Councillor Eric Buckmaster** reported:
 - That he would speak later on the Budget for 2014-15
- **District Councillor Will Mortimer** reported:
 - That EHDC external auditors had reported on the performance resilience measures by 138 local authorities and had produced a guide and check list. *Available in the Council Office.*

- **Hertfordshire Police, PCSO Paul Lillie** reported:
 - Decrease in crimes reported year on year
 - Two “teams” caught in the Sawbridgeworth area. One from Kent were involved mainly with vehicle crimes. The other from Essex were involved with shed break ins and oil thefts.
 - There have been no reported burglaries in 2014
- **Other Representatives**
 - **Duckling Centre.** Cllr Mitchell reported that the planning liaison meeting had been postponed because of illness. Meeting rescheduled for 20 February.

13/110 GRANT APPLICATIONS

Resolved: To make an award of £1,450 to East Herts Citizens Advice Service.

[prop Cllr E Buckmaster; secd Cllr Mortimer]

The Mayor suggested that the terms of engagement relating to the distribution of discretionary grants should be revised to allow access from a greater number of local groups albeit for smaller sums, say a maximum of £500.

Agreed: That a paper should be presented to the next meeting of the Finance and Policy Committee.

13/111 FARMERS MARKET

1. Clerk reported on the Farmers Market on Sunday 18 December 2013. Day was wet but attendance was 1,100 visitors and three new stallholders.
2. Having determined that there was potentially the council staff capacity to handle it

Agreed: That the frequency of markets from the beginning of the next financial year should remain at one per month on the first Saturday of the month except for no market in January 2015 and a Sunday Christmas market in December.

13/112 BUDGET 2014-15 & DETERMINATION OF PRECEPT

The chairman of the Finance and Policy Committee outlined the budget process and the key determining factors contained within the deliberations of the committee.

1. **Resolved:** To accept the Recommendation of the Finance and Policy Committee and adopt the Budget for 2014-15
[prop Cllr E Buckmaster; secd Cllr Filler]
2. **Resolved:** That the Precept for 2014-15 shall be £223,746 and that the principal authority be instructed accordingly.
[prop Cllr E Buckmaster; secd Cllr Filler]

13/113 CLERK'S REPORT

- **Farmers Market** The next market will be on Saturday 01 February 2014. EHDC have advised that due to sickness they will not be able to complete their investigations concerning the retailers' petition raised in October 2013 until March 2014.

Consequently we have applied for a Farmers' Market licence for the first Saturday of every month in the next civic year except for December 2014 when we will hold the Christmas market on Sunday 21 December and January 2015 when there will be no market.

- **All About Sawbridgeworth** A breakfast meeting was held with retailers on Tuesday 14 January. The object was to confirm the town council's support for promoting the town and to discuss possible future events.

An invitation has been extended to a specialist photographer working in conjunction with Google to present on-line marketing ideas to retailers.

- **Sawbobus Revisions of Service** In order to "balance the books" Sawbobus 2 will change to be a "Dial-a-Ride" service; the 8-seater minibus has been sold and Cllr Beeching has contributed £2,000 from his Locality Budget. The Sawbobus 1 service will remain unchanged and ways will be sought to cover the budgeted loss in 2014-15.

High Wych Parish Council has asked that the service be extended to serve the new mobile post office.

Lower Sheering Parish Council will be asked to contribute to the service.

- **District Plan** It is proposed to hold two open days in the Council Chamber on the Farmers Market days in March and April for members of the public to examine and comment on the EHDC Draft District Plan.

District Cllr Buckmaster reported the findings of the Planning Inspector in relation to a planning appeal at Buntingford. The appeal has major implications in that it opined that the EHDC 2007 Adopted Local Plan was outdated and the new District Plan as not being relevant.

- **Car Park Survey** Members are aware that in order to provide some substantial facts upon which to make budget decisions we carried out a survey of public opinion in the week commencing 06 January 2014.

The results have been widely reported but in essence; 99% of people wanted the hours free parking to remain; 60% knew that STC subsidised the scheme but only 40% wanted to see it as a charge on the council tax.

13/114 DEPOSIT AND CONSULTATION DOCUMENTS

There were none

13/115 FINANCIAL REPORT

Noted: The current Financial Report

13/116 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

Meeting was closed at 20:43

The next meeting of the Town Council will be held at 7.30 pm on Monday 24 February 2014 in the Council Offices at Sayesbury Manor, Bell Street, Sawbridgeworth.