

# 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 24 February 2014**.

### Those present

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

### In attendance:

1 member of the public	Cty Cllr Roger Beeching
Michael Jarvis – H&E Observer	PC Yvonne Hyne - Herts Police
R Bowran - Town Clerk	Mrs J Kenny – Town Projects Manager

Welcome by the Mayor; prayers were read by Cllr Barry Hodges.

### 13/117 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Jane Adams – unwell; Cllr Tom Reeks – college work and Cllr Andrew Wincott - work commitment.

### 13/118 PUBLIC FORUM

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

There were none.

### 13/119 DECLARATIONS OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest by Members

### 13/120 MINUTES

**Resolved:** To approve as a correct record the minutes of the Meeting of the Town Council held on 27 January 2014. (M09) [*prop Cllr R Buckmaster; secd Cllr Hodges*]

Matters arising from the Minutes:

**Minute 13/103.** Clerk reported:

- that the pot-holes reported by Mrs Riches had already been reported to Herts Highways;
- that the following day he had satisfied Mr Manion's issues about parking signs and lights;
- and that the council had already addressed the issues about direction signs raised by Mrs Riches.

**Minute 13/109.** The meeting of the Ducking Centre is confirmed as 25 February, Cllr Mitchell will attend.

### 13/121 PLANNING COMMITTEE

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

- 27 January 2014 (P14)
- 10 February 2014 (P15)

**13/122 DRAFT DISTRICT PLAN**

To advise Members that the EHDC Draft District Plan, Preferred Options, is now available for consultation. It was confirmed that the Town Council will be holding two Open Days in the Council Chamber to "Inform and Engage" from 09:30 to 13:00 on 01 March and 05 April, the next two Farmers Market days. Planning Officers from EHDC will be in attendance on both days.

Cllr E Buckmaster emphasised that the Preferred Options documents were a consultation and that the Places for People proposals were part of that process.

**13/123 AMENITIES COMMITTEE**

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

- 10 February 2014 (A03)

**13/124 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

Mayor's communications;

- A letter had been received from East Herts Citizens Advice Service acknowledging receipt of a grant to support the outreach service in Sawbridgeworth.

Events attended:

- 01 Feb; Battle of the Bands at Hertford Theatre
- 07 Feb; ATC Awards evening at Chelmsford
- 08 Feb; Town Twinning evening
- 13 Feb; Opening of the Guide Hut's new kitchen
- 14 Feb; Hertfordshire Forward Conference
- 24 Feb; Launch of the Caremark Company

It was announced:

- 16 Mar; Charity Car Boot Sale in aid of TCT
- 26 Apr; Civic Dinner at the Memorial Hall

**13/125 REPRESENTATIVES & CHAMPIONS REPORTS**

To receive representatives reports from:

- **County Councillor Roger Beeching** reported:
  - 61.8% of Herts residents were classed as having excess weight
  - The clear up operation after the storm damage was on-going.
    - Ringway were doing emergency work
    - Gulleys are cleared on an 18 month cycle
    - Flooding resilience was being addressed
  - HS2 railway will pass through the south-west of the county, there is a consultation
  - Herts Highways are taking action relating to car parking on the Cambridge Road near the old Proton garage
- **District Councillor Eric Buckmaster** reported:
  - Town Twinning with Germany – a small delegation of six people will attend the initial meeting
  - On 26 Feb meeting together with Cllr Beeching to look at the financial and legal implications of the proposal for a new central surgery

- Confirmed that there was a sum of £70,000 set aside for the capital refurbishment of the Bell Street conveniences
- Confirmed that there was a work plan in place to examine options for the Town Green.
- **District Councillor Will Mortimer** said:
  - That he had nothing to report.
- **Hertfordshire Police, PC Yvonne Hyne** reported:
  - Clearing up after the flooding
  - 15 offences reported since the beginning of the year
    - 3 burglaries
    - 6 assaults
    - 3 drugs offences
  - Operation Agrarian on crime and traffic offences
  - Preparation for the May Fayre is under way
  - The on-going issue of parking in Cambridge Road is being addressed
  - Speeding in High Wych Lane will be investigated..

**13/126 RISK ASSESSMENT**

Clerk presented the Risk Assessment made for all areas of the council's activities.

**Resolved:** To adopt the Risk Assessment and actions proposed for 2013-14. [*prop Cllr Filler; secd Cllr Coysten*]

**13/127 CLERK'S REPORT**

- **Farmers Market**

The next market will be on Saturday 01 March 2014.

The market held on 01 February attracted only 683 visitors although traders said that business was very good.

A new feature was a burger and hot dog stall run by Sawbridgeworth Scouts, it is hoped that this will remain a regular feature. Hanningfield Smokehouse was a new trader and will be returning.

- **Sawbobus**

The new Guide to Timings has been activated. The only change is that the Saturday service now finishes at 12 noon. This is because there was virtually no demand for an afternoon service.

The Mercedes bus doors failed again and have been repaired at a cost of £500. The reserve bus was also off the road due to damage caused by a hirer in December. However we maintained the service using our oldest vehicle.

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

We have received additional funding of £2,000 from Cllr Beaching's Locality Budget and £5,000 from EHDC's community transport fund to support the service this year.

We have sought support from Sheering PC, from Epping Forest DC and from Essex CC for that part of the service that runs through their area. Approximately 25% of journeys made are for people from out of our parish.

- **Conveniences**

It has been confirmed that EHDC has included a sum of money in their capital budget for 2014-15. This is for the capital cost of reconfiguring the Bell Street conveniences. The town council had budgeted for the revenue cost of maintaining the facility once it had been completed and handed over.

- **Town Green**

It has also been confirmed that EHDC has included the Town Green Project Feasibility Study in its action plan for the autumn of 2014. This is the start of a long process. The first step has been to cut back the Yew hedge between the car park and the Green, it has made a huge difference to the light that can get in there.

- **New Web-site**

The new Town Council web-site is due to be launched on Monday 24 February. The creation of the site, with local company Rubber Cheese, has been an iterative process and offers a cleaner look, easier updating and is a significant new tool in our communications tool-box. It is accessible on [www.sawbridgeworth-tc.gov.uk](http://www.sawbridgeworth-tc.gov.uk).

**13/128 MAYOR ELECT – THE PRINCIPLE**

In order to give the incoming Mayor the opportunity to plan elements of the coming civic year a change in procedure is proposed.

**Resolved:** To make a change in Procedures to empower Members to resolve at the second meeting of full council in January each year; to appoint a Mayor-elect for the forthcoming civic year.

*[prop Cllr Filler; secd Cllr Mitchell]*

**13/129 MAYOR ELECT**

If a positive resolution is made at item 13/128; To consider a resolution to nominate a Mayor-elect for the civic year 2014-15

Resolved: That Cllr Eric Buckmaster be made Mayor-elect for the year 2014-15.

*[prop Cllr Alder; secd Cllr Hodges]*

**13/130 DEPOSIT AND CONSULTATION DOCUMENTS**

- East Herts District Council; Draft District Plan, Preferred Options.

**13/131 FINANCIAL REPORT**

**Noted:** The current Financial Report

**13/132 ACCOUNTS FOR PAYMENT**

**Noted and Approved:** Accounts for payment

Meeting was closed at 20:45

The next meeting of the Town Council will be held at 7.30 pm on Monday 31 March 2014 in the Council Offices at Sayesbury Manor, Bell Street, Sawbridgeworth.