

# SAWBRIDGEGWORTH 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 28 April 2014**.

### Those present

Cllr Angela Alder

Cllr Eric Buckmaster

Cllr Ruth Buckmaster

Cllr Pat Coysten

Cllr Tom Reeks

Cllr Peter Mitchell

Cllr Will Mortimer

Cllr Joyce Vincent

Cllr Andrew Wincott

In attendance:

4 members of the public

Michael Jarvis – H&E Observer

R Bowran - Town Clerk

Cty Cllr Roger Beeching

PS Ricky Bartlett – Herts Police

Mrs J Kenny – Town Projects Manager

Welcome by the Mayor; prayers were said by Cllr Wincott

### 13/155/1 REPRESENTATIVES REPORTS

To receive representative report from:

- **Hertfordshire Police, PS Ricky Bartlett** reported:
  - Several patrols using ANPR cars had been made
  - Those present asked to look out for a white Subaru which had failed to stop for police
  - Crimes reported are down year on year
  - Traffic Specials had been operating speed checks
  - PC Jones had been targeting vans and like vehicles in Operation Agrarian
  - The May Fayre will be adequately resourced using neighbourhood teams
- Police Priorities
  1. Rogue Traders
  2. ASB involving vehicles, for example in Station Road London Road and by Rumbles Fish Bar.
  3. Retail and town centre crime including criminal damage.

Mr Norman Manion asked why the police were not using their bicycles.

*PS Bartlett responded that tactically this was not always the best way of using resources.*

Mr Manion disagreed.

### 13/146 APOLOGIES FOR ABSENCE

Apologies were received from:

Cllr Jane Adams – school work;

Cllr Derek Filler - unwell and

Cllr Barry Hodges – personal business.

- 13/147 PUBLIC FORUM**  
To receive representations from members of the public on matters within the remit of the Town Council.
- Mr Norman Manion** stated that he had asked 37 questions of the council over the last 7 years and none of them had been minuted or answered. He also stated that the last set of minutes at the library were those of 27 January 2014.
- Clerk responded, as at previous meetings, that all his questions had been minuted. Clerk also responded that since Mr Manion's last complaint an officer of the council had been delivering the minutes by hand to the library and placing them in the appropriate folder. He said that it was not possible for the council to monitor the unauthorised removal of reference copy of the minutes. Cllr Mitchell suggested that the minutes could be kept under the safe care of the librarian and signed out and back in again.*
- 13/148 DECLARATIONS OF PECUNIARY INTEREST**  
There were no Declarations of Pecuniary Interest by Members
- 13/149 MINUTES**  
**Resolved:** To approve as a correct record the minutes of the Meeting of the Town Council held on 31 March 2014. (M11) [*prop Cllr E Buckmaster; secd Cllr Coysten*]  
There were no matters arising from the Minutes.
- 13/150 PLANNING COMMITTEE**  
**Received and Noted:** The Minutes of the Planning Committee Meetings held on:
- 24 February 2014 (P16)
  - 10 March 2014 (P17)
- 13/151 DRAFT DISTRICT PLAN**  
District Councillor Eric Buckmaster reported that he had explained the process at the Annual Town Meeting. Further report at Agenda Item 13/155/2.  
**It was agreed** that the Town Council will respond to the East Herts District Council consultation after collecting the views of Members and the public at the next meeting of the planning committee.
- 13/152 ANNUAL TOWN MEETING**  
The Annual Town Meeting was held on 14 April 2014. There were no Resolutions arising from the meeting to be put before Council. Officers from East Herts District Council were present to answer questions concerning the Preferred Options Consultation of the District Plan.
- 13/153 RIVERS NURSERY SITE AND ORCHARD GROUP**  
An internal meeting has been arranged for Friday 02 May to update Councillor Mike Carver, Executive Member for East Herts. On 08 May at 7:00pm there will be the launch meeting of the new Rivers Heritage Group. It is open to anyone who would like to play an active part in the orchard. The Town Council's role will be mainly be that of a facilitator.

## 13/154 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive Mayor's appointments and communications

Events attended:

- 29 Mar; Scouts AGM
- 01 Apr; F&B school council in the chamber
- 03 Apr; Mandeville school council
- 07 Apr; HCC's town and parish council liaison meeting
- 09 Apr; met Charlotte Edwards and Elizabeth Burden re: BoS to find later they were acting for themselves
- 14 Apr; Annual Town Meeting
- 23 Apr; Community Transport meeting with HCC and EHDC
- 23 Apr; Essex Police Concert at Leventhorpe
- 25 Apr; Future Prefects meeting at Leventhorpe
- 26 Apr; Star gazing with the Brownies
- 26 Apr; Civic Dinner
- 27 Apr: St George's Day parade at Gt St Marys.
- 27 Apr; District Scouts St George's Day service in Stortford

## 13/155/2 REPRESENTATIVES REPORTS

To receive representatives reports from:

- **County Councillor Roger Beeching** reported:
  - Bollard had been installed on Fair Green and The Square to protect the pavements and buildings
  - He was willing to pay for the refurbishment of two public benches in the Bell Street area
  - He was willing to pay for the installation of a "Dog-Poo" bin at the bottom of Sheering Mill Lane
  - School places allocations, 18,000 applications and 17,700 (94%) were offered places
  - In Sawbridgeworth there were 127 requests of which 88 got their first choice placing and 109 got a ranked placing
  - There are 10,000 more children of primary school age now than there were 10 years ago
  - This is National Walking Week
  - There is a settlement establishing itself on an island near Harlow Mill
  - The incorrect road markings at Bullfields are still waiting to be erased
  - Rumbles Fish Bar is becoming a problem , causing much traffic congestion.
- **District Councillor Eric Buckmaster** reported:
  - East Herts Human Resources Committee has agreed a new policy on safeguarding children and adults. East Herts officers and members will be trained as appropriate.
  - A reminder that the consultation on proposed changes to parking charges in Ware, Hertford, and Bishops Stortford commences on 1st may until the end of May
  - Draft District Plan. The third of our open events was held at the Annual Town meeting. I presented an overview of the process, supported by Head of Planning Kevin Steptoe, and Officer Martin Payne. A few residents attended specifically for the District Plan and were able to ask questions. There are now around 120 comments on

the East Herts consultation portal specifically for West Road. Regarding Gilston a leaflet drop was arranged for around 2000 homes in town, along with emails. Around 150 people have responded via the Stop Harlow North website.

- I'd like to thank everyone who attended our meetings and who has responded on the portal. There are still four weeks to go so we need to encourage as many people as possible to log on and respond.
- Question. What do we do about the Town Councils response to the Preferred Options in Sawbridgeworth and Gilston? For example, do we respond to reflect what others are saying on the portal? For Gilston we have the option to use a response prepared by a planning consultant on behalf of the Stop Harlow North Campaign.
- Rivers Orchard. We have arranged an internal meeting for this Friday to update Councillor Mike Carver, Executive Member for East Herts. On 08 May at 7:00pm we have the launch meeting for the new Rivers Heritage. It is open to anyone who would like to play an active part in the orchard. Our role will be mainly as facilitators and from that meeting we expect a new group to be formed with support from the Town Council but separate from it
- **District Councillor Will Mortimer** commented:
  - That he would like to be kept up to date with the "Harlow island" issue that had arisen.
  - He had no further comments .
- **Other Representatives**
  - There were no other reports.

#### 13/156 CLERK'S REPORT

- **Farmers Market** The next market will be on Saturday 03 May 2014. The market held on 05 April attracted 800 visitors.
- **Sawbobus** The six monthly review with EHDC has taken place and there are plans to support the expansion of our services. We have a meeting arranged with representatives of EHDC and CVS on 23 April.

The bus routes have now extended to serve High Wych Village Hall and the mobile post office, assisted by an additional grant of £5,000 from EHDC.

We have been advised that we have been successful in being awarded grants totalling £5,000 from Sheering Parish Council and Essex County Council.

The Mercedes bus doors are still under repair and we await spare parts from The Netherlands. The service has been maintained by using the reserve vehicle which as a consequence has not been available for hire.
- **Town Sign** Having taken members' views we have now paid an initial deposit to Black Forge and are submitting images to seek design ideas from them. The location of the town sign is still open for suggestions.

- **District Plan** We have been given a supply of the short form booklet which is available to those parishioners who were missed in the original distribution.

**13/157 DEPOSIT & CONSULTATION DOCUMENTS**

- Harlow Local Development Plan
- Uttlesford Local Development Plan

**13/158 FINANCIAL REPORT**

***Noted:*** The current Financial Report

**13/159 ACCOUNTS FOR PAYMENT**

***Noted and Approved:*** Accounts for payment

Meeting was closed at 21:42

The next meeting of the Town Council will be the Annual Meeting which will be held at 7.30 pm on Tuesday 27 May 2014 in the Council Offices at Sayesbury Manor, Bell Street, Sawbridgeworth.