

Sawbridgeworth Town Council

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



MAYOR
Cllr Mrs Angela Alder

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

TOWN CLERK
Richard Bowran BSc.(Hons) PSLCC

A G E N D A

and supporting papers for the meeting on

Monday 13 May 2019

Annual Meeting of the Town Council

at 7.30 pm

Where a matter arises at a meeting which relates to an interest which is a sensitive interest, the member shall not participate in a discussion or vote on the matter. If it is a sensitive interest which has not already been disclosed to the Monitoring Officer, the member shall disclose he/she has an interest but not the nature of it.

Where a matter arises at a meeting which relates to a pecuniary interest, the member shall not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting.

A member only has to declare his/her interest if it is not already entered in his/her register of interests or he/she has not notified the Monitoring Officer of it or if he/she speaks on the matter. If he/she holds a pecuniary interest which is a sensitive interest not already disclosed to the Monitoring Officer, he/she shall declare the interest but not the nature of the interest.

Where a matter arises at a meeting which relates to a financial interest of a friend, relative or close associate, the member shall disclose the nature of the interest and not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting. If it is a 'sensitive interest' the member shall declare the interest but not the nature of the interest.

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ANNUAL MEETING OF THE TOWN COUNCIL

You are summoned to attend the Annual Meeting of the Town Council which will take place on **Monday 13 May 2019** 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
08 May 2019

The meeting will be preceded by the signing of Declarations of Acceptance of Office by those persons elected to serve as councillors.

AGENDA

Welcome by the Town Mayor followed by Prayers

- | | |
|--------------|---|
| 19/01 | ELECTION OF TOWN MAYOR |
| [🗳️] | To elect a Town Mayor for the civic year 2019/20 |
| 19/02 | DECLARATION OF ACCEPTANCE OF OFFICE |
| | The Town Mayor to sign the Declaration of Acceptance of Office
Town Mayor's Address |
| 19/03 | APOLOGIES FOR ABSENCE |
| | To receive any apologies for absence |
| 19/04 | THE RETIRING MAYOR |
| | To receive a valedictory address from the retiring Mayor, Cllr Mrs Angela Alder. |
| 19/05 | DECLARATIONS OF PECUNIARY INTEREST |
| | To receive any Declarations of Pecuniary Interest by Members |
| 19/06 | ELECTION OF DEPUTY TOWN MAYOR |
| [🗳️] | To elect a Deputy Town Mayor for the civic year 2019/20 |
| 19/07 | PUBLIC FORUM |
| | To receive representations from members of the public on matters within the remit of the Town Council |

- 19/08 MINUTES**
To approve as a correct record the minutes of the Council Meeting held on 29 April 2019 (2018 M10) *[Appendix A]*
To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- 19/09 PLANNING COMMITTEE**
To receive and note the minutes of the Planning Committee Meeting held on 29 April 2018 (P18) *[Appendix B]*
- 19/10 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
To receive new Mayor's appointments and communications
- 19/11 REPRESENTATIVES REPORTS**
To receive representatives reports from:
 - County Councillor
 - District Councillors
 - Hertfordshire Police
 - Other Representatives
- 19/12 OFFICERS REPORT**
To receive Officers' verbal report for the month of May 2019
- 19/13 COMMITTEE STRUCTURE**
To agree a Committee structure for the year 2019/20
[a proposed structure attached as Appendix C]
- 19/14 COMMITTEES**
To appoint Members to Committees, sub-Committees, Working Parties and Task and Finish Groups for the year 2019/20.
- 19/15 DELEGATION OF AUTHORITY**
To resolve that the delegation of authority to the Chairman and Deputy Chairman of the Planning Committee be for the months of August and December.
- 19/16 CHAMPIONS**
To appoint Members as Champions for areas of Council responsibility.
[2018/19 Champions attached as Appendix D]
- 19/17 REPRESENTATIVES**
To appoint Members as representatives to serve on other organisations
[2018/19 Representatives attached as Appendix E]
- 19/18 SUBSCRIPTIONS**
To consider the payment of the Subscriptions for the year 2019/20
[proposed schedule of subscriptions attached as Appendix F]
- 19/19 CALENDAR OF MEETINGS**
To consider and approve the Calendar of Council and Committee meetings for the year to June 2020
[proposed schedule attached as Appendix G]

- 19/20** **STANDING ORDERS**
[👤] To approve the continuation of current Standing Orders
- 19/21** **FINANCIAL REGULATIONS**
[👤] To approve the continuation of current Financial Regulations.
- 19/22** **EAST HERTS DISTRICT PLAN**
To report on any information received relating to current developments of the East Herts District Plan.
- 19/23** **GENERAL POWER OF COMPETENCE**
To confirm eligibility to continue to use the General Power of Competence. Eligibility depends on there being at least two thirds of the number of seats on the Council filled by elected Councillors and the Clerk to the Council must hold at least one of two specified qualifications.
[👤]
- 19/24** **DEPOSIT & CONSULTATION DOCUMENTS**
To note receipt of any Documents for Noting and Consultation
- 19/25** **FINANCIAL REPORT**
To note the current Financial Report
- 19/26** **ACCOUNTS FOR PAYMENT**
To note accounts for payment

*Members and their partners are invited to take wine with the new Mayor
at the conclusion of the evening's proceedings.*

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

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 29 April 2019**.

Those present

Cllr Sotirios Adamopoulos	Cllr Pat Coysten
Cllr Angela Alder	Cllr Don Hall
Cllr Roger Beeching	Cllr Annelise Furnace
Cllr Eric Buckmaster	Cllr Heather Riches
Cllr Ruth Buckmaster	Cllr David Royle
Cllr John Burmicz	

In attendance:

Emma Vandore – BS Independent	2 Members of the Public
R Bowran - Town Clerk	Lisa Dale – Finance Officer

Welcome by the Mayor who reminded Members that we continue in a state of Purdah which precedes the local elections on 02 May.

The Mayor also advised that the Town Ranger was in hospital and would not be back at work for some time. Arrangements were being to fill the void with contractors.

Prayers were said by Cllr Beeching.

18/173 APOLOGIES FOR ABSENCE

Received from Cllr Mike Shaw – Family issues.

18/174 DECLARATIONS OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest by Members.

18/175 PUBLIC FORUM

There were no representations from members of the public on matters within the remit of the Town Council.

18/176 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Town Council held on 25 March 2018 (M09) [prop Cllr E Buckmaster; secd Cllr Riches]

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

18/162. Cllr Furnace asked what progress has been made in obtaining TPO's on trees in the Springhall Road area. *Clerk replied that progress was being made.*

18/177 PLANNING COMMITTEE

Received and Noted: The minutes of the Planning Committee Meeting held on: 25 March 2019 (P16)

Received and Noted: The draft minutes of the Planning Committee Meeting held on: 15 April 2019 (P17)

18/178 FINANCE & POLICY COMMITTEE

Received and Noted: The draft minutes of the Finance & Policy Committee Meeting held on: 15 April 2019 (F04)

18/179 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive Mayor's appointments and communications.

- 30 March. Thanks to all who attended my Civic Charity Dinner.
- 02 April. Spellbrook school council meeting in the chamber.
- 06 April. East Herts Civic Dinner.
- 08 April. Annual Town Meeting.
- 11 April. Spring Flower Basket Workshop in aid of my charity.
- 17 April. Herts Schools Symphony Orchestra concert at Haileybury College.
- 23 April. Leventhorpe School Council in the council chamber.
- 25 April. Primary Schools Travel Challenge Group in the council chamber.
- 26 April. Presentation evening for Champions' Awards and presentation of a cheque for £3,000 to the Friends of Jacobs Neurological Centres.
- 28 April. Thanks to all who attended the St George's Day service at Gt St Marys church.

18/180 REPRESENTATIVES AND CHAMPIONS REPORTS

To receive reports from:

- County Cllr Eric Buckmaster
 - Amendments to the Tarmac submission to the Minerals Local Plan Review
 - Fly Tipping on the A414 had been cleared up
 - Trading Standards active in countering Rogue Trading
 - Positive Alternative scheme to address defence against knife crime and other threats
 - Hertfordshire 2020 Year of Culture
- District Cllr Angela Alder
 - Attended East Herts Dementia Group focussing on difficulties for the farming community
 - Attended Chairman's charity dinner.
- District Cllr Eric Buckmaster
 - EHDC has been recognised as a Dementia Friendly District by the Alzheimers Society
 - Noted the Hertswise meeting on Dementia at the Hailey Centre and a prospective new group at the cricket club.
- Hertfordshire Police
 - Were not present and no report given
- Other Representatives & Champions
 - Cllr Royle. SCHOOLS Town council briefing and school town council meetings: Leventhorpe School Council are coming to the Council on 23 April for a briefing on what we do and they will also make a presentation of their own. I will report on anything significant on 29th. Briefing sessions have been arranged for the remaining infants, junior and primary schools in May and June.

Recycling: I currently don't have any information on the response to and take-up of the recent recycling 'offer' from East Herts Council.

FOOTPATHS AND OPEN SPACES Corinne Lewis organised a successful and well-supported litter pick on Saturday 30 March using equipment borrowed from TUBS. There are plans to purchase 'our own' equipment with a grant, which could be

made available to other community groups.
SAWBRIDGEWORTH SPORTS ASSOCIATION

The AGM is being held on 23 April. I will report on any matters arising at Council on 29th. Association regretted the removal of SAWB5 from the District Plan.

TOWN TWINNING We had a successful visit from Moosburg from 5-7 April, which included a visit to Wimpole Hall and a dinner at the Hailey Centre. Extensive coverage in German local press. New logo and banner produced. Moosburg to be added to town approach signs.

I have sent a message of sympathy/solidarity to the Mayor of Bry-sur-Marne and our town twinning committee contacts there following the tragic fire at Notre Dame.

- Cllr R Buckmaster. SYPRC. The Syprc Committee met last week. The painting of the hall is now finished and along with the new floor looks really bright and fresh. We are getting quotes for decorating the toilets.

The committee feel that in line with other venues we should offer WiFi for parties etc and are looking into installing this.

The playground equipment is being monitored and inspected with ongoing repairs as needed. We would like to install new picnic benches for the children and families to use and will look into grants to finance these.

The hall has a new hirer on Monday's a performing arts group that will offer dancing.

The hall is booked for five weeks in the summer, two week for Diverse and three for the play scheme.

The hall will be used for polling and the hirers have been notified.

Youth Connexions have informed us the youth club will now only operate during term times. The committee is concerned about the effect of this on the young people who use this facility and are looking into whether it is possible to run a drop in/ youth cafe service during the summer holidays.

The committee discussed raising the spending referral limit which is to be discussed later in this meeting.

- Cllr Alder. Attended a meeting of STACC as the HAPTC representative. Presentation about the new Airport College

18/181 OFFICERS REPORTS

Received and Noted: The report from: Town Clerk and Town Projects Manager

Clerk reported additionally that he had met with the EHDC project manager for the Bell Street conveniences and handed over plans to enable planning consent to be obtained. Prospects for using the balance of available capital funding for the provision of an eco-toilet for the cemetery seem positive.

18/182 EAST HERTS DISTRICT PLAN

To report on any developments following the adoption of the East Herts District Plan 2018.

District Cllr E Buckmaster advised that the Masterplanning process for SAWB4 would be initiated in June following the original non-compliance of the Countryside application.

18/183 EXPANSION OF TOWN CCTV SYSTEM

To review proposals for enhancements and additions to the town

CCTV system.

Resolved: To proceed with the stage 1 upgrade at a cost of £5,011. Funding to be vired from another account, not yet determined.
[prop Cllr Adamopoulos; secd Cllr Burmicz]

18/184 SAWBRIDGEWORTH YOUNG PEOPLES RECREATION CENTRE

To respond to a request from the SYPRC management committee to increase the spending limit before reporting to council. Spending limit is currently £2,000.

Resolved: To increase the reporting threshold to £5,000 as requested by the SYPRC Management Committee.
[prop Cllr R Buckmaster; secd Cllr Riches]

18/185 DEPOSIT & CONSULTATION DOCUMENTS

There were no documents for Noting and Consultation.

18/186 FINANCIAL REPORT

Noted: The current Financial Report.

18/187 ACCOUNTS FOR PAYMENT

Noted and Approved: The accounts for payment.

18/188 ITEMS FOR FUTURE AGENDAS

There were no items proposed for inclusion on future agendas.

Meeting closed at 20:05

Purchase Ledger - Cheque List April 2019

CHEQUE NO:	PAYABLE TO:	AMOUNT:	REASON:
1979	Strictly Tables & Chairs	£124.74	6ft Round Table
1980	Rubber Cheese	£816.00	Galleries
1981	EOC Services Ltd	£612.17	Supply and install fan motor - Air con unit - Clerk's Office
1982	D & K Auto Electrical Services	£115.20	RO11 Interior Light
1983	D Honour & Son (Landscape) Ltd	£1,195.97	Footpath reinstatement
1984	TLC - Richard Newman	£1,480.00	Vantorts Allotment maintenance
1985	KGS	£43.20	Add names to Mayors Honours board
1986	Home & Office Fire Extinguishers	£246.60	Vehicle Annual Fire Extinguisher Service
1987	ICCM	£95.00	Institute of Cemetery & Crem Management - Annual Membership
1988	HAPTC	£1,326.25	NALC Affiliation - Annual Membership
1989	RICHO	£489.78	Quarterly Photocopy charges
1990	Southern Electric x3 invoices	£5.41	Unmetered Electricity supply to Telephone box
1991	Ernest Doe & Sons Ltd x3 invoices	£356.20	Fuel oil, grass seed, filters
1992	David Allam	£922.56	Maintenance/repairs GL61, SJ16, RO11 & EU67
1993	Breeze Office Solutions	£115.09	Breeze Office Solutions Limited
1994	Impamark	£67.20	Awards for Community Champions
1995	Froom & Co Limited	£252.00	Skip Hire - Cemetery
1996	Ridgeons x3 invoices	£117.96	Top soil & Fixings
1997	Lodge & Sons Builders Ltd	£354.00	PAT Testing Civic Centre & Lock up
1998	Lisa Dale	£200.00	Office cleaning - April
		£8,935.33	

Non-Purchase Ledger Cheques - April 2019

Cheque No:	Payable to:	Amount:	Reason:
(These cheques have already been signed and presented)			
1975	Friends of Jacobs Neuro Centre	£3,000.00	Mayors Final Charity Cheque
1976	Cancelled chq		Wrong amount written - chq shredded
1977	ATC 309 Sqdrn	£150.00	Champion of the Year chosen charity
1978	Youth Create	£150.00	Young Champion of the Year chosen charity
(These cheques have already been signed and presented)			
1999	CASH	£135.11	Petty cash Top-up
2000	Frank Gowen	£104.89	Relief & Saturday Driving - Sawbobus
2001	Adrian (Rob) Robinson	£279.72	Relief & Saturday Driving - Sawbobus
		£3,819.72	

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

Of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, and Sawbridgeworth at 20.15 on **Monday 29 April 2019**

Those present

Cllr Ruth Buckmaster
Cllr Pat Coysten
Cllr Don Hall

Cllr Heather Riches
Cllr David Royle

In attendance:
Richard Bowran – Town Clerk
Lisa Dale – Planning Officer

P 18/155 APOLOGIES FOR ABSENCE

To receive any apologies for absence. Apologies received from Cllr Shaw.

P 18/156 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.

P 18/157 DECLARATIONS OF PECUNIARY INTEREST

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

P 18/158 MINUTES

To approve as a correct record the minutes of the Meeting held on:

- 15 April 2019 (P17) [*prop Cllr Riches; secd Cllr Royle*]

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

P 18/159 PLANNING APPLICATIONS RECEIVED FROM EHDC

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

3/19/0596/LBC The Stables, 3 Great Hyde Hall, Hatfield Heath Road

Replacement of windows and patio doors

Applicant: Mrs K Webb

STC Comment: No comment

3/19/0673/HH The Farmhouse, Three Mile Pond Farm, Cambridge Rd

Erection of a new boundary wall to north of site to create a separate pedestrian access to Farm and Stable Cottages; and creation of a new vehicular access with new boundary walls and gates to the south of the site (amended application)

Applicant: Mr M Brace

STC Comment: No objection

3/19/0756/HH **2 Northfield Road, CM21 9DR**
Double storey wrap around side & rear extension with set in first floor side extension
Applicant: Mr Sonny Lewis
STC Comment: No objection

3/19/0759/LBC **2 Fair Green, CM21 9AG**
Internal alterations to include alteration to staircase and re-hanging of doors at second floor level
Applicant: Mr & Mrs Morgan
STC Comment: No objection

3/19/0797/VAR **68 Gilders, CM21 0EH**
Variation of condition 2 (approved plans) and removal of condition 4 (hard and soft landscaping proposals) of planning permission: 3/18/0512/HH allowed on appeal (APP/J1915/D/18/3203275)
– Raising of roof ridge to create first floor and alterations to fenestration and creation of vehicular cross over – Vehicular crossover and parking area will not be undertaken and gardens will remain as existing
Applicant: Mr David Davison
STC Comment: ????????

P 18/160 **LATE PLANNING APPLICATIONS**

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 26 April 2019. There were none.

P 18/161 **PLANNING DECISIONS MADE BY EHDC**

To receive Planning Decisions from EHDC

3/18/2768/HH **63 The Crest, CM21 0ES**
First floor side extension, conversion of garage, single storey rear extension insertion of roof lantern and 1no. velux window
Applicant: Mrs Claire Swain
STC Comment: No objection
EHDC Decision: Granted

3/19/0237/FUL **Land Adjacent to Orion, London Road, Spellbrook, CM23 4AX**
Construction of 2no. detached houses within the garden of Orion and new highways access to London Road
Applicant: Spellbrook No.1 Ltd
STC Comment: No objection
EHDC Decision: Refused. "The proposed development constitutes inappropriate development in the Metropolitan Green Belt. In addition to the harm by inappropriateness, other harm is identified in relation to loss of openness and impact to the character and appearance of the site and locality and visual amenity of the Green Belt. The harm by inappropriateness, and the other harm identified, is not clearly outweighed by other material planning considerations such as to constitute the very special circumstances necessary to permit inappropriate development in the Green Belt. The proposal would therefore be contrary to policies GBR1, VILL2 of the East Herts District Plan and the National Planning Policy Framework" & "The proposed dwellings, by reason of their siting and layout, would not reflect or promote local distinctiveness, and as such, the proposal is contrary to policy DES4 of the East Herts District Plan."

3/19/0301/LBC 91 London Road, CM21 9JJ

Replacement of window to front elevation

Applicant: Mr K Burnard

STC Comment: No objection

EHDC Comment: Applicant withdrawn by Applicant/Agent

3/19/0332/HH 5 Fairway, CM21 9NH

First floor rear extension

Applicant: Mr & Mrs Waterman

STC Comment: No objection

EHDC Comment: Granted

3/19/0349/HH 6 Wychford Drive, CM21 0HA

Construction of single storey rear extension, garage conversion with new front window to replace garage door, new pitched roof to front elevation above porch. Block up ground floor side window and door openings

Applicant: Mrs Nicola Bonini

STC Comment: No objection

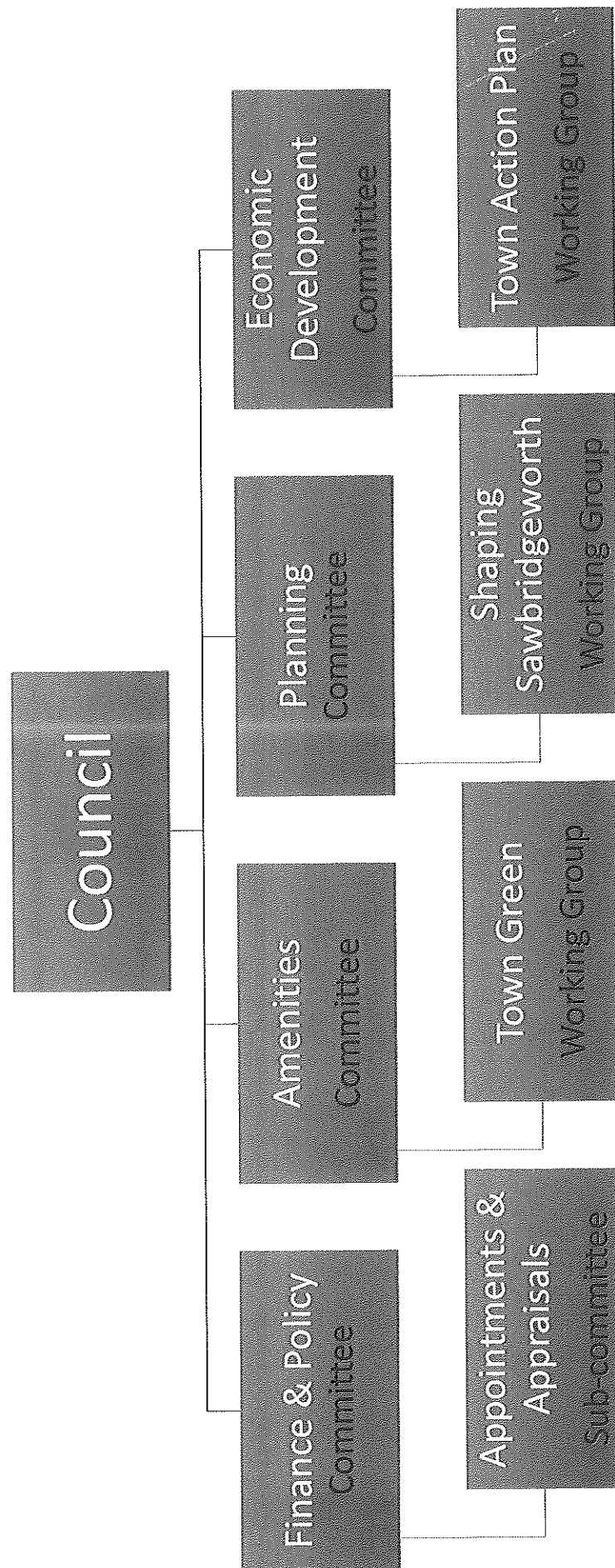
EHDC Comment: Granted

P 18/162 PLANNING APPEALS

To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 20:35

Committee Structure 2019-20



Champions 2018/19

- Allotments - chair of amenities committee
- Cemetery - chair of amenities committee Cllr Coysten *special interest*
- Footpaths and Recreation Areas Cllr Royle - *with chair of Amenities*
- Floral Displays and Planters Cllr Coysten
- Young People and Schools Cllr Royle - *with mayor*
- Town Action Plan and Economic Development
 - New Committee - *with Working Group & consultations*
- Emergency Plan Cllr E Buckmaster
- Transport and Community Buses Cllr Riches - *with chair of Amenities*
- Rivers Heritage Site and Orchard Cllr E Buckmaster
- Crime and Disorder champions Cllrs Shaw & Adamopoulos

Representatives 2018/19

- F & B Education Foundation (Sawbo and Harlow) Cllr R Buckmaster
- Hailey Centre Cllrs Alder, Coysten & Burmicz
- Mann Memorial Cottages Cllr Coysten
- Friends of Pishiobury Park Cllr Royle
- Sawbridgeworth Memorial Hall Trust Cllr R Buckmaster
- Sawbridgeworth Sports Association Cllr Royle
- Sawbridgeworth Town Twinning Associations Cllrs E Buckmaster & Royle
- Sawbridgeworth Trust Cllrs Alder & R Buckmaster
- Sawbridgeworth CVS (May Fayre) Cllrs E Buckmaster & Coysten
- Children's Centre/Family Service Cllr Alder
- Herts Association of Parish and Town Councils Cllr Alder
- SYPRC Cllrs..... Cllrs R Buckmaster, Royle, Adamopoulos & Furnace
Angela Alder, Ron Alder, Steve Day, Gill Hawkins, Jo Sargent & Harriet Smith
- STACC (Stansted Airport).....Cllr Alder

APPENDIX E

Sawbridgeworth Town Council

Subject: Subscriptions 2019-20

Date: 08 May 2019

	Resolved 2018/19	Proposed 2019/20
• Council for the Protection of Rural England (CPRE)	45.00	45.00
• National Association of Local Councils / Hertfordshire Association of Parish and Town Councils (NALC/HAPTC)	1,319.07	1,435.00
• Open Spaces Society (Direct Debit)	45.00	45.00
• Society of Local Council Clerks (SLCC)	335.00	355.00
• Institute of Local Council Management	60.00	60.00
• Institute of Cemeteries and Crematoria Management	90.00	90.00
• Stop Stansted Expansion	nil	nil

Sawbridgeworth Town Council

Draft Schedule of Council Meetings 2019/20

Month	Council	Planning Cttee	F & P Cttee	Amenities Cttee	Econ Devt Cttee	STAP Work'g Grp	Other meetings
2019 May	13. M01 Annual Meeting of Town Council	20 P01	20 F01				Shaping Sawbridgeworth Working Group meets as required
Jun	24 M02	10 P02 24 P03		17 A01			
Jul	29 M03	15 P04 29 P05			15 E01		15 A&A Cttee SA11
Aug							
Sep	30 M04	11 P06 30 P07	11 F02			11 STAP01	
Oct	28 M05	14 P08 30 P09		14 A02			
Nov	25 M06	11 P10 25 P11			11 E02		11 A&A Cttee SA12
Dec							
2020 Jan	27 M07	13 P12 27 P13	13 F03			13 STAP02	
Feb	24 M08	10 P14 24 P15		10 A03			
Mar	30 M09	10 P16 30 P17			10 E03		
Apr	30 M10	Tue 14 P18 30 P19	Tue 14 F04				06 Annual Town Meeting
May	18 M01 Annual Meeting of Town Council	11 P20		11 A04			
Jun	29 M02	15 P01 29 P02	15 F01				

- All meetings are on a Monday and are held in the Council Offices (unless otherwise stated)
- Meetings commence at 7.30pm; Working Party at 6.00pm; A&A Cttee at 3.00pm
- Planning Cttees follow on from full meetings of the Council but precede other Cttee meetings on the same date