

SAWBRIDGEWORTH TOWN COUNCIL

AMENITIES COMMITTEE

Minutes

of the meeting of the Amenities Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20.00 hrs. on **Monday 13 July 2015**.

Those present

Cllr Angela Alder
Cllr Ruth Buckmaster
Cllr E Buckmaster

Cllr John Burmicz
Cllr Pat Coysten
Cllr Tom Reeks

In attendance:

R Bowran - Town Clerk

Joanne Sargent – Projects Manager

A15/01 ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Resolved: That Cllr Reeks be Chairman of the Amenities Committee for the civic year 2015/16.
[prop Cllr Alder; secd Cllr R Buckmaster]

The nominee for the post being absent, the election of a vice-chairman was deferred to the next meeting of the committee.

A15/02 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Adamopoulos – on holiday.

A15/03 PUBLIC FORUM

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

A15/04 DECLARATIONS OF INTEREST

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

A15/05 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on 09 February 2014 (A03) *[prop Cllr Filler; secd Cllr Vincent]*

A15/06 ALLOTMENTS

To report on matters relating to Allotments

- Allotment Association
 - Continuing dialogue, but following advice that the overarching Allotments Association is to close, agreement that a “Landlords meeting should now take place to co-ordinate administration.
 - Suggestion of a possible Spring (2016) show in conjunction with a market event at Bullfields.
- Water supplies
 - Water pipeline extension still to be completed,
- Bullfields
 - Weed clearance from bank adjacent to Reedings Way
 - Unofficial site being cultivated outside a back garden!
- Southbrook

- Nothing to report
- Vantorts
 - Complaints about narrowed pathways which will have to be dealt with.
- Bellmead
 - Complaints about trees adjacent to site shedding leaves, being dealt with by removal of tree!
- Waiting list
 - No movement planned until lease renewal time in October. Some complaints from people on waiting list seeing apparently unworked plots.

A15/07 CEMETERY

To report on matters relating to the Town Cemetery

- Inspections
 - Complaints about upkeep in section C.
- Maintenance
 - Roadways refurbished by spreading 59 tonnes of pea shingle.
 - Major care work on trees between original and new section
- Development
 - Marketing material being prepared which will include a video introduction to the facility

A15/08 OPEN SPACES & FOOTPATHS

To report on matters relating to Footpaths and Open Spaces.

- Bullfields
 - Inspection, litter clearance and maintenance continue under contract to SYPRC
- West Road
 - Inspection and maintenance reveals:
 - sunken “wet pour” for which contractor denies responsibility
 - Compromise suspension bolts which will have to be replaced every three months.
- Other areas
 - Bell Street flower beds will be planted in the coming weeks.
 - London Road flower beds
 - are now being maintained and will be enhanced at the appropriate time
 - reports of rat infestation to be pursued with Hertfordshire Highways
- Town Green
 - Update report on progress of tree and topographical surveys before EHDC will engage in further discussions
- Footpaths
 - A reporting process is in place and particular trouble spots are being pursued with EHDC. In particular the path from Kecksys to the cemetery has been neglected.
- Rivers Heritage Orchard
 - Maintenance days continue although more volunteers are needed

A15/09 CIVIC AMENITIES

To report on matters relating to Civic Amenities

- Ranger activities
 - Working arrangements for the summer season have commenced with the Ranger starting early in the morning to carry out plant watering each day.
 - Sub-contracting works for Gilston and Eastwick PC, SYPRC and RHSO have commenced on a twice a week basis
- Farmers Market
 - There has been no response received following the cessation of the farmers market
 - Future developments are being considered as a replacement event, possible on Bullfields Park in the Spring of 2016.
- Facilities at The Manor
 - Citizens Advice Service have sought additional support over and above the facilities provided. Agreed that the present contribution was appropriate.
 - Hire of chamber, to consider diversity of operations and scope of charges. Agreed that a paper should be presented
- Floral Displays
 - Displays for summer 2015 have been installed and are being maintained daily.
 - Displays for Winter 2015/16 are proposed and a costing for the finger post displays is being sought from Oakridge Nurseries.
- Public Conveniences
 - There has been little further developments arising out of discussions with EHDC on the Bell Street proposition. The EHDC portfolio holder is being contacted to establish whether progress can be accelerated.
- Memorial Plaque request
 - To consider a request to install a memorial plaque for Mike Grace on the bench at the car park exit. Members agreed that this was an acceptable proposition.

Meeting ended at 22:05