

Sawbridgeworth Town Council

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



MAYOR
Cllr Salvatore Pagdades

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

TOWN CLERK
Christopher Hunt

Cllrs E Buckmaster; R Buckmaster;
Furnace; Newell; Pagdades; A Parsad-Wyatt; N Parsad-Wyatt; Penney; Rattey;
Rider; R Smith; S Smith

MEETING OF THE TOWN COUNCIL

You are summoned to attend the meeting of the town council to be held at Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 30th March 2026** commencing at **7pm** to transact the business set out in the agenda below.

A handwritten signature in black ink, appearing to read 'Christopher Hunt'.

Town Clerk
19th March 2026

AGENDA

Welcome by the Town Mayor followed by Thought for the Day.

25/144 APOLOGIES FOR ABSENCE



To receive and approve any apologies for absence

25/145 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Pecuniary Interest by Members

25/146 PUBLIC FORUM

To receive and respond to questions from members of the public on matters within the remit of the Town Council.

25/147 MINUTES



To approve as a correct record the minutes of the Meeting of the town council held on 23rd February 2026 (M08) [Attached Appendix A]

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

Action	Owner	Update
Write to Greater Anglia regarding the impact that recent timetable alterations, reduced carriage numbers, and	Cllr Salvatore Pagdades and the Clerk	Clerk emailed the letter to Greater Anglia and circulated it to members on 27th February. Chaser email sent 19/03/26

changes to the starting points of certain services are having on our residents who commute daily from Sawbridgeworth Station.		
To highlight the seriousness of fly tipping with MP Josh Dean and request for the government to increase the penalties for offenders.	<i>Cllr Steve Smith and Dawn Newell</i>	

25/148 PLANNING COMMITTEE

 To receive and note the minutes of the Planning Committee held on 23rd February 2026 (P15) *[Attached Appendix B]*

 To receive and note the draft minutes of the Planning Committee held on 16th March 2026 (P16) *[Attached Appendix B]*

25/149 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive mayor's appointments and communications

25/150 REPRESENTATIVES REPORTS

 To receive representatives reports from:

- County Councillor
- District Councillors
- Hertfordshire Police
- Other Representatives
 - Cllr R Buckmaster SYPRC, RHSO
 - Cllr A Furnace Sustainable Sawbridgeworth
 - Cllr S Penney Sports Association
 - Cllr S Smith The Hailey Centre

[Attached Appendix C]

25/151 TOWN CLERKS REPORT

 An update on current challenges and information
[Attached Appendix D]

25/152 POLICY MATTERS

To consider any matters relating to policies for the future development of Town Council services to the community.

To Resolve to Adopt the following policies

-  
 - Data Protection Policy, to improve and increase data security
 - IT Policy, to improve and increase data security

[Attached Appendix E]

25/153 STREET NAMING - SAWB 4 KECKSYS FARM

 To submit considerations on new development street names to East Herts District Council, as requested, for five new streets and one block of flats - at least 10 to 15 street names and 3 to 5 block names.
[Attached Appendix F]

- 25/154 LOCAL GOVERNMENT REORGANISATION**
Standing item to be updated following any updates from the consultation and news from County or District Councils.
- Consultation
Opened: 5th February 2026
Closes: 26th March 2026
- 25/155 DEPOSIT & CONSULTATION DOCUMENTS**
To note receipt of any Documents for Noting and Consultation
- 25/156 FINANCIAL REPORT**
[📄] To note the current Financial Report
[Appendix G]
- 25/157 ACCOUNTS FOR PAYMENT**
To note and approve accounts for payment.
- 25/158 ITEMS FOR FUTURE AGENDAS**
To note any items for future agendas.

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

Appendix A

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 7:00pm in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 23rd February 2026**.

Those present

Cllr Eric Buckmaster
Cllr Ruth Buckmaster
Cllr Annelise Furnace
Cllr Dawn Newell
Cllr Salvatore Pagdades
Cllr Angus Parsad-Wyatt

Cllr Simon Penney
Cllr Greg Rattey
Cllr John Rider
Cllr Reece Smith
Cllr Steve Smith

In attendance:

4 x members of the public

Thought for the day was read by Cllr Dawn Newell.

25/127 APOLOGIES FOR ABSENCE

Cllr Nathan Parsad-Wyatt, Approved
[prop Cllr Ruth Buckmaster; sec'd Cllr Reece Smith]

25/128 DECLARATIONS OF PECUNIARY INTEREST

There were none.

25/129 PUBLIC FORUM

No questions were raised.

25/130 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the town council held on 26th January 2026 (M07)
[prop Cllr Dawn Newell; sec'd Cllr Steve Smith]

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

Action	Owner	Update
To collate information in relation to agencies that can assist in emergency situations and for all councillors to have this information.	Cllr Eric Buckmaster	Completed, contact list has been developed and will form of a live document with regular reviews for accuracy.

25/131 PLANNING COMMITTEE

RECEIVED and NOTED the minutes of the Planning Committee held on 26th January 2026 (P13)

RECEIVED and NOTED the draft minutes of the Planning Committee held on 9th February 2026 (P14)

25/132 TOWN ACTION PLAN AND AMENITIES COMMITTEE

RECEIVED and NOTED the minutes of the Town Action Plan and Amenities Committee 9th February 2026 (T03)

25/133 WOOD WASTE BURNING INCIDENT SPRINGHALL LANE

RECEIVED and NOTED The Sawbridgeworth Town Council's formal escalated complaint to the MP Josh Dean regarding the Environment Agencies handling of the prolonged burning of waste wood at the field off Springhall Lane during December 2025 and January 2026

25/134 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive new Mayor's appointments and communications
Cllr Salvatore Pagdades advised.

- Attended the Cultures Fayre at Leventhorpe School.
- Launched Youth Community Initiative for Leventhorpe sixth form students to volunteer with community groups.
- Liaison with MP Josh Dean and have been liaising with Greater Anglia senior managers regarding the recent timetable changes and overcrowding issues.
- Reminded all councillors of the Ukraine Vigil tomorrow evening at 6:30pm and asked a member of the public to speak regarding the event and its significance.

ACTION – write to Greater Anglia regarding the impact that recent timetable alterations, reduced carriage numbers, and changes to the starting points of certain services are having on our residents who commute daily from Sawbridgeworth Station.

25/135 REPRESENTATIVES REPORTS

Received and noted: Representatives reports from:

County Councillor Eric Buckmaster

- All flood upgrades in the town are performing well throughout the recent heavy rainfall.
- Lawrence Avenue and West Rd will have some pathway works and the West Road crossing should start works in May.

Questions

Cllr Annelise Furnace, are body cams for the crossing staff in West Rd going ahead. Cllr Eric Buckmaster will chase. Is he aware of local private investment into local nature projects, he responded this is a county wide project and a CEO has been appointed from Gascoine Estates with farming knowledge.

District Councillor Ruth Buckmaster

Referred to her report. Attended a Gilston development meeting where the highways road network scheme was released.

District Councillor Angus Parsad-Wyatt

The Warding petition has been submitted following the Community Governance Review held by East Herts District Council and will be presenting this next Wednesday at the district council meeting. Buntingford will be doing the same. A motion will request another consultation to take place as notices of the

consultation had not been received by residents and the process has not proceeded.

Question

Cllr Greg Rattey asked if anyone had heard of the Town Centre Survey held by East Herts District Council. The process has made traders upset and asked some detailed questions that raised concerns if it was genuine. Cllr Eric Buckmaster stated he thought it was communications issues that raised the concern.

Hertfordshire Police

The report was read by the Mayor Cllr Salvatore Pagdades.

Traffic operations in Spellbrook had taken place and road safety sessions with students with Spellbrook Students. The new police priority has been set on the Harlow Road to reduce traffic offences.

SYPRC Cllr Ruth Buckmaster

Nothing to report

RHSO Cllr Ruth Buckmaster

Wanted it recorded the thanks for the Sawbridgeworth Town Council Staff for their support in celebrating the 300 anniversary events last year.

Cllr Annelise Furnace wanted the committee recognised for all their hard work for the 300 year anniversary events.

Sustainable Sawbridgeworth Cllr Annelise Furnace

The second of Bob Reeds Citizen Science group tours has taken place along the Sawbridgeworth Brook, A date is to be set for a third event.

The Eco Working Group met last month and will assess a new toolkit to record the eco footprint.

Planters have arrived at the train station and a community gardening group may develop to assist with these.

9:30 until 12 this Saturday the Energy Hub will be available in the Bell Street car park.

Cllr Eric Buckmaster the LCWIP will be assessed in April and funding options looked into for local upgrades.

Cllr Angus Parsad Wyatt updated the train station planters should be in position within a week.

Sports Association Cllr Simon Penney

He shared the price changes and the sports clubs will need to spend an extra £2000 a year for parking attendees. Advice has been passed to the committee to invite the East Herts District Council car parking manager to understand the dynamics of the car park users.

Cllr Eric Buckmaster raised the health and wellbeing of the community should be assessed as per the other towns and for equality to be applied.

25/136

TOWN CLERK REPORT

Received and noted: the Clerk's report for the month of February 2026.

Cllr Annelise Furnace highlighted that the designer of the Jubilee Gardens had agreed to place a Sakura cherry tree to support the national project.

25/137

TOWN PROJECT MANAGERS REPORT

Received and noted the verbal update from the Clerk that this year's events have been planned and are being managed.

25/138

FLY TIPPING

Fly tipping in the Town and solutions to reduce offences was discussed.

Cllr John Rider referred to a Times newspaper report whereby fly tipping should be recorded as a serious crime and is being committed by organised crime groups.

Cllr Eric Buckmaster explained he has been championing increasing fines and sentencing for these crimes but with little impact. Criminals can get around the fixed penalty notice by going to court and getting reduced fines through means testing from their income. The East Herts District Council officer who lead on investigations and prosecutions had left and had not been replaced. Prosecution rates were very low across the county, but all incidents are recorded. Police patrols offered limited opportunity to catch offenders and police prosecution powers were limited. Waste carriers' registration was being tightened and people using waste carriers were to be more vigilant to rogue traders.

ACTION – Cllr's Steve Smith and Dawn Newell to highlight the seriousness of fly tipping and the request for the government to increase the penalties for offenders with MP Josh Dean who they are meeting with this Wednesday.

25/139 LOCAL GOVERNMENT REORGANISATION

Standing item to be updated following any updates from the consultation and news from County or District Councils.

Cllr Angus Parsad-Wyatt encouraged councillors and members of the public to take part in the consultation and explained the three options that were being considered.

Consultation
Opened: 5th February 2026
Closes: 26th March 2026

25/140 ANNUAL TOWN MEETING DATE

Resolved, the next Annual Town Meeting, proposed date is Wednesday 22nd April 2026 due to the availability of the Hailey Centre.

Discussion was held over promoting the meeting widely to try and increase footfall.

[prop Cllr Dawn Newell; sec'd Cllr Steve Smith]

25/141 FINANCE MATTERS

Received and noted: the finance and variance report up to January 2026

25/142 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

25/143 ITEMS FOR FUTURE AGENDAS

Nothing raised

Meeting ended at 8:05pm

Signed.....

Date.....

<i>Action</i>	<i>Owner</i>	<i>Update</i>
Write to Greater Anglia regarding the impact that recent timetable alterations, reduced carriage numbers, and changes to the starting points of certain services are having on our residents who commute daily from Sawbridgeworth Station.	<i>Cllr Salvatore Pagdades and the Clerk</i>	
To highlight the seriousness of fly tipping with MP Josh Dean and request for the government to increase the penalties for offenders.	<i>Cllr Steve Smith and Dawn Newell</i>	

Appendix B

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 23 February 2026** at 8.06pm.

Those present

Cllr R Buckmaster
Cllr S Pagdades
Cllr S Smith

Cllr A Parsad-Wyatt
Cllr S Penney

In attendance:

C Hunt – Town Clerk

P 25/150 APOLOGIES FOR ABSENCE

- To receive and approve any apologies for absence. Apologies received and accepted from Cllr N Parsad-Wyatt – work commitments [*prop'd Cllr A Parsad-Wyatt; sec'd Cllr S Smith*]

P 25/151 PUBLIC FORUM

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

P 25/152 DECLARATIONS OF PECUNIARY INTEREST

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

P 25/153 MINUTES

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

- 9 February 2026 (P014) [*prop'd Cllr Pagdades; sec'd Cllr S Smith*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.

P 25/154 S106 PRIORITIES

To compile and review the suggested funding points from Section 106 funds, which are contributions from developers to support the costs of new community and social infrastructure in the town. There were none.

P 25/155 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments.

- Stansted Airport Expansion
- Gilston - Cllr R Buckmaster attended meeting re crossing & no access through Pye Corner - residents will see a small flyover, central mile crossing. Still only 2 lanes for traffic access.

PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/25/1646/VAR 59 West Road, CM21

Variation of Conditions 2 (approved plans), 3 (materials), 5 (landscape design proposal), 6 (cycle parking), 12 (gas boiler) attached to planning permission 3/23/1133/FUL 'Demolition of semi-detached garage. Erection of single storey detached bungalow with associated parking'. The amendments include: addition of two ground floor southern elevation side windows; the alterations of the size of northern elevation ground floor window; alteration of external materials; raise the height of flat roofed front projection; part retention of existing front fencing; omission of front pergola and canopy; removal of trees; alteration of hard surfacing and soft landscape design; rainwater goods rearrangement; and the inclusion of an air source heat pump instead of a gas boiler.

STC Comment: No objection [*prop'd Cllr A Parsad-Wyatt; sec'd Cllr Penney*]

3/26/0006/HH 1 Rowan Walk, CM21 9EF

Proposed installation of new double-glazed timber casement windows. Addition of a new window on the ground floor east and new windows added to the existing garage on the ground floor

STC Comment: No objection [*prop'd Cllr S Smith; sec'd Cllr Penney*]

3/26/0134/HH 29 Vantorts Road, CM21 9NA

Replacement of single-storey roofs with new pitch roofs to front, sides and rear with 3no.rooflights. Alterations to fenestration and cladding on the principal elevation with new driveway

STC Comment: No objection [*prop'd Cllr R Buckmaster; sec'd Cllr A Parsad-Wyatt*]

LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 20 February 2026.

3/26/0128/HH Lark Rise, London Road, Spellbrook, CM23 4BA

Erection of single storey annexe incorporating a triple garage and garage conversion to existing house

STC Comment: No objection provided no objections received from neighbouring properties [*prop'd Cllr A Parsad-Wyatt; sec'd Cllr Penney*]

3/26/0225/HH 8 East Drive, CM21 9EU

Raising of roof on garage to pitched roof to allow for conversion with alterations to opening and fenestration

STC Comment: No objection provided no objections received from neighbouring properties [*prop'd Cllr Pagdades; sec'd Cllr S Smith*]

PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC. There were none.

PLANNING APPEALS

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

Meeting Closed at 8.21pm

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 16 March 2026** at 7pm.

Those present

Cllr R Buckmaster
Cllr N Parsad-Wyatt

Cllr A Parsad-Wyatt
Cllr S Penney

In attendance:

L Nolan – Planning Officer

P 25/160 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. Apologies received and accepted from Cllr Pagdades & Cllr S Smith – work commitments *[prop'd Cllr A Parsad-Wyatt; sec'd Cllr Penney]*

P 25/161 PUBLIC FORUM

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

P 25/162 DECLARATIONS OF PECUNIARY INTEREST

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

P 25/163 MINUTES

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

- 23 February 2026 (P015) *[prop'd Cllr A Parsad-Wyatt; sec'd Cllr R Buckmaster]*

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.

P 25/164 S106 PRIORITIES

To compile and review the suggested funding points from Section 106 funds, which are contributions from developers to support the costs of new community and social infrastructure in the town. There were none.

P 25/165 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments. No updates.

- Stansted Airport Expansion
- Gilston

P 25/166 STREET NAMING – SAWB4 (KECKSYS FARM)

To submit considerations for new development street names to East Herts District Council, as requested, for 5 new streets and one block of flats – at least 10-15 street names and 3-5 potential block names – suggestions to be collated and submitted to EHDC by 7 April.

P 25/167 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/26/0169/HH Joscelyns, 16 Knight Street, CM21 9AT

Repair and replacement works to roof, brick plinths, windows, door, cills and lintels; replacement guttering and downpipes; upgrading of insulation to existing dwelling and installation and mechanical vent outlet

STC Comment: No objection [*prop'd Cllr N Parsad-Wyatt; sec'd Cllr R Buckmaster*]

3/26/0201/FUL Primrose Cottage, High Wych Road, CM21 0HH

Erection of two dwellings, with access, parking and landscaping

STC Comment: Objection. Overdevelopment on green belt. Ecological, amenity & infrastructure concerns [*prop'd Cllr R Buckmaster; sec'd Cllr Penney*]

3/26/0216/FUL 35 The Forebury, CM21 9BD

Retrospective application for garage extension and conversion to 1no. detached two storey self build dwelling with insertion of ground floor windows. Installation of air source heat pump, photovoltaic roof panels, roof lights and suntunnel

STC Comment: Strong objection - enforcement action should be taken [*prop'd Cllr A Parsad-Wyatt; sec'd Cllr N Parsad-Wyatt*]

3/26/0270/HH 7 Giffin Way, CM21 0DW

Construction of single storey rear extension

STC Comment: No objection [*prop'd Cllr R Buckmaster; sec'd Cllr A Parsad-Wyatt*]

P 25/168 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 13 March 2026. There were none.

P 25/169 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/25/1491/VAR Land off Spellbrook Lane West, CM23 4AY

Variation of Conditions 2 (Approved Plans), 3 (Materials), 4 (Boundary Treatment), 5 (Landscaping), 18 (Biodiversity) pursuant to planning permission (3/24/2314/VAR) for (Variation of conditions 2 (approved plans), 7 (Highways) and 18 (biodiversity gain plan) pursuant to planning permission 3/22/0289/FUL dated 03.05.2022 (for: Erection of two detached four bedroom dwellings with detached 3 bay garages, driveways and landscaping). The amendments include addition of air source heat pumps, to correct plan number and propose separate condition for biodiversity net gain and bat/bird boxes.) Amendments include alterations to the external appearance of the garages, provision of information to discharge conditions 4 and 5, and removal of 10% requirement from biodiversity net gain condition.

STC Comment: No objection

EHDC Decision: Granted

3/25/1814/HH 103 West Road, CM21 0BW

Single storey front porch extension and rear infill extension with patio, including new roof to existing rear extension and installation of rooflights

STC Comment: No objection

EHDC Decision: Granted

3/25/1882/HH 10 Wheatley Close, CM21 0HS

Part demolition of garage. Erection of an annexe for ancillary use to the main dwelling house

STC Comment: No objection

EHDC Decision: Granted

P 25/170 PLANNING APPEALS

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

Meeting Closed at 7.15pm

Appendix C

E Buckmaster County Councillor Report March 2026

Local Flood Risk Measures Update

Cappell Lane, Stanstead Abbotts Construction of the leaky dams is completed.

We are assessing the success of the dams via the monitoring installed at the culvert and will be completing inspections throughout the year.

Hunsdon Alleviation Scheme Clearance works were carried out on the watercourse in December.. We are currently waiting on an update from our Highways team on these works.

Flood Kits in Communities The second phase of the scheme is still open for communities to sign up. You can register for the scheme via our Hertfordshire Flood Kit Application form.

[Hertfordshire Flood Kit Application form](#) **The application is open until 31st March 2026.**

Consultation still open. Central Government invites Hertfordshire residents to have their say on Local Government Reorganisation

Hertfordshire councils are changing. Government Consultation



Residents and organisations across Hertfordshire are being urged to have their say on proposals to change the structure of local government in the county

In February 2025, the Government invited councils to submit proposals for local government reorganisation to simplify local government and reduce costs. The Government has today (5 February 2026) launched a seven-week statutory consultation on the proposals.

In Hertfordshire, there are currently two types of council delivering services (although parish and town councils also operate in some areas):

- District/borough councils provide services such as social housing and homelessness support, leisure services, town planning, street cleansing, waste and recycling collections, community and cultural centres, and council tax and business rates collection.
- The county council is responsible for services including children's social care, education (including special educational needs), libraries, highways, recycling centres, public health and trading standards

Under the Government's plan, these councils will be replaced by new unitary councils that will deliver all services currently provided by the county council and the district/borough councils.

Following a series of engagement events for residents and stakeholders, plus an online survey, Hertfordshire's 11 councils, together with the Police and Crime Commissioner, submitted proposals for two, three and four unitary council models for the Government to consider.

Full details of the three proposals, including business cases, financial analysis, maps showing the proposed boundaries, and a link to the Government's consultation are available at: www.hertfordshire-lgr.co.uk

Paper copies of the Government's consultation will also be available in council receptions and in Hertfordshire libraries.

The Government's consultation will close on 26 March 2026.

National recognition for Hertfordshire County Council's pioneering tool to support adults with learning disabilities

Hertfordshire County Council has been shortlisted for a Municipal Journal (MJ) Achievement award in the Innovation in Reducing Health Inequalities category for its pioneering frailty risk assessment tool.

The innovative approach taken by the county council allows social care teams to collaborate with adults with learning disabilities and the people who know them best to assess the risk of frailty from the age of 18 rather than 65, when it is usually assessed.

The tool measures risk across a range of areas including physical health, hospital admission rates, support needs, and likelihood of a fall and determines a rating of mild, moderate, or severe. The council's social care teams can then make necessary onward referrals, adjust care plans, and implement interventions to proactively reduce risk, improve health outcomes, and protect independence.

Hertfordshire County Council has been shortlisted for two prestigious national awards for its innovative work to help more people live more independently for longer and improve support for carers.

The Connect and Prevent development programme was shortlisted for a Local Government Chronicle (LGC) award in the Health and Social Care category and a Municipal Journal (MJ) Achievement award in the Digital Transformation category.

The shortlisted programme is designed to ensure older and disabled adults receive the support they need as early as possible, devising and implementing innovative new ways to prevent, delay and reduce the need for long term care, helping people to live full and independent lives.

As well as providing better outcomes for people the programme has helped tackle rising demand and cost pressures in adult social care which is projected to save the county council £24.8m.

When data showed that strains and stresses on unpaid carers were leading to carer breakdowns that put extra demand on social care services, Hertfordshire County Council teamed up with Newton to work on a solution using advanced analytics.

The result is an artificial intelligence (AI) model that uses what we know about carers to identify those that might be at risk of reaching crisis. This enables Hertfordshire County Council and its partners to proactively reach out to carers offering personalised support and guidance, improving their wellbeing, maintaining personalised care for those they support, and reducing social care pressure.

The county council's Adult Care Services worked closely with carers, frontline workers, and community partners to design a collaborative and connected system with unpaid carers at the centre. As a result, over 250 carers have already been positively impacted by the programme, reporting improvement in feelings of resilience and wellbeing following practical advice and wellbeing checks.

Free bus travel scheme announced for care experienced young people

Hertfordshire County Council has announced it will fund free bus travel for young adults, 18-25, who have previously been in its care.

Around 1,000 young people are expected to benefit from the scheme, which will launch in early March and be trialled for 12 months. The scheme will utilise the existing Intalink App to provide a 100% discount on Intalink Connect Tickets, which allows unlimited travel on all buses in Hertfordshire (and some points beyond).

This news comes as councillors agreed to extend an existing council tax support scheme for care leavers, which will raise the age that care leavers will get council tax reimbursed to them from 21 to 25, at a meeting of Full Council on Tuesday 17 February. This and the launch of the council's new [corporate parenting strategy](#) highlights a commitment to those children and young people currently in our care and how the council plans to continue to help them as they enter adulthood.

Hertfordshire pledges support to Ukraine with new aid truck on anniversary of conflict

On the four-year anniversary since the conflict in Ukraine began, Hertfordshire County Council have reaffirmed its commitment by coordinating humanitarian aid being sent to Ukraine.

The articulated lorry, containing medicines, warm clothing, food and much more, is destined for the Sumy region in the north-east of Ukraine.

The truck is the 14th such aid truck sent by volunteers at Herts Fullstop within the county council, alongside partners. This time it will be sent to Sumy Regional Government, in the north-east of the country, with whom the council have developed a relationship.

Air Quality Consultation Hertfordshire County Council is inviting residents, community partners, businesses, and stakeholders to help shape a healthier air future for the county as launches a public consultation on its draft Air Quality Strategy.

Despite improvements in emissions from vehicles and other sources in recent years, poor air quality remains the largest environmental risk to public health in the UK, contributing to around 30,000 deaths each year in England. Short bursts of high pollution can cause immediate health issues, while long term exposure harms our lungs and heart. Air pollution affects everyone, especially children, older adults, and people with underlying conditions. In Hertfordshire we want every resident to thrive with support for those most in need.

In late 2024, the Council engaged with residents across the county to understand the air quality issues that matter most to them. Their feedback has shaped a newly drafted strategy that sets out the county's direction for tackling air pollution and protecting public health in the years ahead.

Find out more about the consultation and have your say at: www.hertfordshire.gov.uk/AirQuality26

94 per cent of children have been allocated a place at one of their preferred secondary or upper schools by Hertfordshire County Council.

Applications are slightly down compared to last year with 14,519 applications for Hertfordshire children. 78 per cent gained a place at their first preference school.

Allocations for secondary and upper schools for September 2026, were released, Monday 2nd March.

Secondary and Upper Applications and Allocations as at 2 March 2026

Comparative Summary of Secondary/Upper Admissions 2026 & 2025

Applicants	2026	2025	Variance
Number of Hertfordshire applicants	14519	14703	-184
Number of out county applicants	3721	3742	-21
Hertfordshire applicants as a % of all applicants	79.60	79.71	-0.11
Out county applicants as a % of all applicants	20.40	20.29	0.11
Total Applicants	18240	18445	-205

Allocations		2026		2025		Variance	
		Number	%	Number	%	Number	%
Hertfordshire Children	allocated a ranked school	13730	94.57	13883	94.42	-153	0.15
	allocated their first ranked school	11350	78.17	11265	76.62	85	1.55
	allocated their second ranked school	1433	9.87	1593	10.83	-160	-0.96
	allocated their third ranked school	603	4.15	679	4.62	-76	-0.47
	allocated their fourth ranked school	344	2.37	346	2.35	-2	0.02
Out county children	allocated a ranked school	1426	38.32	1428	38.16	-2	0.16
	allocated their first ranked school	1105	29.70	1106	29.56	-1	0.14
	allocated their second ranked school	194	5.21	189	5.05	5	0.16
	allocated their third or lower ranked school	127	3.41	133	3.55	-6	-0.14
Total children	allocated a ranked school	15156	83.09	15311	83.01	-155	0.08
	allocated their first ranked school	12455	68.28	12371	67.07	84	1.21
	allocated their second ranked school	1627	8.92	1782	9.66	-155	-0.74
	allocated their third or lower ranked school	1074	5.89	1158	6.28	-84	-0.39
Hertfordshire children allocated a non-ranked school (on times and lates)		779	5.37	810	5.51	-31	
Hertfordshire children allocated a non-ranked school (on times)		680	4.68	733	4.99	-53	

The number of applications has remained high with 14,519 applications received for Hertfordshire pupils, just 1.25% (184 applications) fewer than last year. In total, including out-county applicants, 18,240 applications for Hertfordshire schools were received, again slightly less than last year when 18,445 applications were processed. Satisfaction rates have remained high, with 94.57% of Hertfordshire children offered a ranked school for 2026, almost the same as last year, 94.42%. The percentage of children offered their first-ranked school is higher than last year, at 78.17%, compared to 76.62% previously.

In the tables below you can see the results for each parish in East Hertfordshire for the allocations against each preference ranked 1 to 4

Secondary and Upper Applications and Allocations as at 2 March 2026

District	Parish	Allocated preference								Overtime NRA	Late NRA	Total	% Ranked Allocations
		P1	P2	P3	P4	LP1	LP2	LP3	LP4				
	Bengeo Rural	4	0	0	0	0	0	0	0	0	0	4	100.00
	Benington	3	0	1	0	0	0	0	0	1	0	5	80.00
	Bishops Stortford	405	65	25	8	0	2	1	0	0	2	508	99.61
	Bramfield	5	0	0	0	0	0	0	0	0	0	5	100.00
	Braughing	1	0	0	1	0	0	0	0	1	0	3	66.67
	Brent Pelham	0	0	0	1	0	0	0	0	0	0	1	100.00
	Brickendon Liberty	3	1	0	1	0	0	0	0	0	1	6	83.33
	Buntingford	7	0	1	1	0	0	0	0	2	1	12	75.00
	Cottered	1	0	1	0	0	0	0	0	0	0	2	100.00
	Datchworth	9	1	1	0	0	0	0	0	0	0	11	100.00
	Eastwick	5	0	0	0	0	0	0	0	0	0	5	100.00
	Furneux Pelham	1	1	0	0	0	0	0	0	1	0	3	66.67
	Gilston	8	5	0	0	0	0	0	0	0	0	13	100.00
	Great Amwell	22	0	0	0	0	0	0	0	0	0	22	100.00
	Great Munden	1	1	0	0	0	0	0	0	0	0	2	100.00
	Hertford	293	7	1	0	0	0	1	0	0	1	303	99.67
	Hertford Heath	20	2	0	0	0	0	0	0	0	0	22	100.00
	Hertingfordbury	5	0	0	0	0	0	0	0	1	0	6	83.33
	High Wych	13	1	0	0	0	0	0	0	1	0	15	93.33
	Hormead	1	1	1	0	0	0	0	0	0	0	3	100.00
	Hunsdon	9	1	0	0	0	0	0	0	2	0	12	83.33
	Little Berkhamsted	3	0	0	0	0	0	0	0	1	0	4	75.00
	Little Hadham	4	1	0	1	0	0	0	0	0	0	6	100.00
	Little Munden	5	0	1	0	0	0	0	0	0	0	6	100.00
	Much Hadham	11	1	2	2	0	0	0	0	3	0	19	84.21
	Sacombe	5	0	0	0	0	0	0	0	0	0	5	100.00
	Sawbridgeworth	99	6	4	1	0	0	0	0	1	1	112	98.21
	Standon	12	0	0	0	0	0	0	0	6	1	19	63.16
	Stanstead Abbots	11	0	0	2	0	0	0	0	0	0	13	100.00
	Stanstead St Margarets	9	1	0	0	0	0	0	0	0	0	10	100.00
	Stapleford	6	0	0	0	0	0	0	0	0	0	6	100.00

Page 7 of 48

Secondary and Upper Applications and Allocations as at 2 March 2026

District	Parish	Allocated preference								Overtime NRA	Late NRA	Total	% Ranked Allocations
		P1	P2	P3	P4	LP1	LP2	LP3	LP4				
	Tewin	10	0	0	0	0	0	0	0	1	0	11	90.91
	Thorley	26	0	2	0	0	0	0	0	1	1	30	93.33
	Thundridge	12	1	0	0	0	0	0	0	0	0	13	100.00
	Walkern	5	3	0	0	1	0	0	1	1	1	12	83.33
	Ware	241	2	1	0	1	0	0	0	0	0	245	100.00
	Wareside	11	0	0	0	0	0	0	0	1	0	12	91.67
	Watton-at-stone	26	3	0	1	0	0	0	0	1	0	31	96.77
	Widford	3	2	0	0	0	0	0	0	0	0	5	100.00
	Total	1322	108	42	19	2	2	2	1	26	10	1534	97.65

Dmc report for TC 30/03/26

There were two applications before DMC this month.

The first 3/25/0950/FUL is for 480 solar panels at Aston End.

This application was from the farmer for electricity use on his farm. The excess being fed into the main grid.

The site was situated in the middle of fields using arable land classed as green belt. There were objections to using green belt land for this application but the NPPF has tilted balance in favour of renewable energy.

The application was granted.

The second application 3/25/0763/FUL was for two parking spaces for the police in Ware.

The site for this is a pedestrianised square. It was agreed to approve this application.

At the full EH council meeting our petition was presented and our motion proposed about the warding in Sawbridgeworth and Buntingford.

Councillor Angus will give a detailed account of this debate.

I will give a verbal update on RHSO and SYPRC on the evening.

I'm happy to answer any questions on the evening.

Cllr Ruth Buckmaster

Cllr Annelise Furnace, Eco report 30 March 2026 (at 22/03/26)

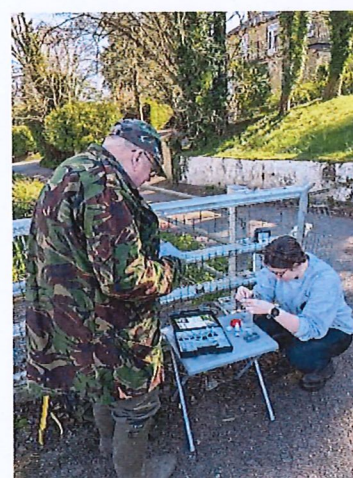
Repair Café revamp – 24 January and 14 March meetings

- With a fresh look and a growing team, the first two sessions of this year have been a great success, with online booking slots all taken.
- There is a new logo, volunteer t-shirts and two new sewing repairers.
- January's event saw 44 different items assessed, including a child's bubble machine, a well-loved denim jacket, a PS5 controller, and a brand-new lawnmower. By the end of the session, 66% had been fixed and another 18% needed a specific spare part plus a little more time.



Citizen Science Group – Sawbridgeworth Brook – 21 March

- Following the two-stage brook tour, this session saw water testing at Southbrook and Brook Lane for phosphates, nitrate and pH levels.
- The tests showed pH7.5, which is just on the alkaline side of neutral as expected, and all tests showed very low levels of nitrate and phosphate – right at the bottom end of the scale, so is negligible.
- This is really good news because it indicates that apart from the effect of runoff from roads, the base water quality is really good – so it's very worthwhile taking the time and effort to keep the brook in this condition.



Clean Air group – 11 March

- Sustainable Sawbridgeworth held another call on air quality initiatives.
- School Streets was discussed, including the possibility of a School Streets Day, which could follow any engagement with parents, pupils and residents.
- Leventhorpe is planning its Clean Air Day and ongoing air quality monitoring.
- Local schools continue to be interested in air quality monitoring.
- Sustainable Sawbridgeworth is receiving a corporate donation of a handheld air quality monitor.

East Herts Environmental & Climate Forum – 18 March

- There was discussion on the emerging and already happening community projects, and how to begin implementing the Local Nature Recovery Strategy (LNRS) at a local level.
- Ideas were explored to help shape the future direction of the Forum and how it can add value for communities.

STC's Energy Hub – postponed (28 February)

Due to poor weather, this Hub has been postponed until the autumn – we hope this will coincide with any new initiatives for retrofitting homes to save energy and money.

Up-and-coming (correct at time of writing)

- 25 March – 10am History Walk at Pishiobury Park
- 28 March – Tidy up Sawbridgeworth – 10am to 12 noon, Bell Street carpark (Great British Spring Clean)

Appendix D

Sawbridgeworth Town Council

Memorandum from the Town Clerk

To: Full Town Council Meeting
From: Christopher Hunt
Subject: Clerks Report March 2026
Date: 19th March 2026

Town Clerk's Report – Full Council Meeting

1. Staffing Update

We currently have one member of staff on long-term sick leave. One member of staff has recently returned following a prolonged period of sickness following an operation.

2. Sawbobus Community Transport

The leased Sawbobus vehicle continues to perform well, and feedback from both passengers and drivers has been very positive.

The old Sawbobus has now been sold, in line with the previously agreed decision to dispose of the asset.

The Council retains the older Transit vehicle, which remains in use as a backup bus and as a vehicle available for hire by local community groups. It is currently used regularly by the church.

3. Jubilee Gardens Project

The planning application for Jubilee Gardens has now been accepted by East Herts Council. The Biodiversity Net Gain (BNG) offset location for our development at the Cemetery is being considered.

4. West Road Allotments

New tenants are now taking plots on the West Road site with 75% now physically working and the remaining have tenants to sign the plots over to them.

Appendix E



Sawbridgeworth Town Council

Document 7.2

Data Protection Policy (Draft)**

Adopted:

Review: *Annually or when significant changes occur*

1. Introduction

Sawbridgeworth Town Council is committed to protecting all personal data it processes, in accordance with the **UK GDPR** and **Data Protection Act 2018**. This policy applies to councillors, employees, contractors and volunteers handling council information.

2. Personal Data We Process

The Council processes limited personal data including:

- Allotment tenant details
- Councillor details
- Cemetery ERB and burial records
- Bus user information
- General correspondence

The Council **does not process special category data**.

3. Lawful Basis

Personal data is processed under:

- **Public Task** — most council services
 - **Legal Obligation** — e.g., transparency requirements
 - **Contract** — where relevant to service provision
-

4. Data Storage and Access

- Data is stored on internal council IT systems and **OneDrive**, secured with council-managed accounts.
 - Access is limited strictly to **four authorised office staff** who administer cemetery, allotment, and bus services.
 - No personal data is stored on personal devices unless secured and permitted.
-

5. Data Sharing

- The Council does **not share any personal data** with external third parties unless legally obliged.
-

6. Retention and Disposal

- Standard retention: **7 years**, unless statutory requirements dictate longer (e.g., burial registers are permanent archive).
 - Data is securely deleted or destroyed when no longer required.
-

7. Rights of Individuals

Individuals have the right to:

- Access their data
- Request correction or deletion
- Object to processing (where lawful)
- Complain to the **Information Commissioner's Office (ICO)**

Requests must be submitted to the Town Clerk.

8. Data Security

- All council devices use passwords, security updates, and cloud file protection.
 - Staff must not forward council emails to personal accounts.
 - Data breaches must be reported to the Town Clerk immediately.
-



Sawbridgeworth Town Council

Document 7.1

Sawbridgeworth Town Council – IT Policy

Adopted:

Review: *Annually or when significant changes occur*

1. Purpose and Scope

This policy sets out how IT systems, devices, email, and digital information must be used to ensure the secure, lawful and effective operation of Sawbridgeworth Town Council.

It applies to:

- All council employees
- All councillors
- Contractors, volunteers, or partners handling council data

This aligns with the requirement that an IT Policy must cover “councillors, employees, contractors and volunteers using IT systems for council business”. [[aubergine262.com](https://www.aubergine262.com)]

2. Council Email Use

- All council business must be conducted using **council-owned email accounts** (e.g., @sawbridgeworth-tc.gov.uk).
- Personal email accounts (Gmail, Outlook, etc.) **must not** be used for council work.
- Email accounts must be protected with strong, unique passwords.
- Forwarding council email to personal accounts is prohibited.

The Practitioners' Guide and Assertion 10 require councils to use a council-owned domain and avoid personal/free webmail accounts for official business.

3. Use of Devices and Systems

- Staff and councillors may only use devices (laptops, tablets, phones) that are adequately secured with:
 - Password/PIN
 - Automatic screen lock
 - Up-to-date antivirus/updates
 - Personal devices may be used for council duties **only if** they are secure and used responsibly.
 - Council documents must be stored in approved council systems, not personal storage (e.g., personal Dropbox/Google Drive).
-

4. Data Protection & Information Handling

The council must comply with **UK GDPR** and the **Data Protection Act 2018**, as highlighted under AGAR Assertion 10 requirements. Councils must process personal data lawfully, fairly and with appropriate security controls. [

All users must:

- Only access personal data when required
 - Store data securely
 - Not share data with unauthorised parties
 - Report data breaches immediately to the Town Clerk (as Data Controller)
-

5. Website & Digital Publishing

In line with Assertion 10, the council will:

- Maintain an accessible website compliant with **WCAG 2.2 AA**
- Publish documents required under FOI and Transparency regulations
- Ensure online content is accurate, lawful and accessible

These responsibilities form part of the digital compliance requirements for AGAR Assertion 10 (e.g., accessibility standards and publication requirements).

6. Cybersecurity

All users must follow basic cybersecurity controls:

- Do not open suspicious emails or links
 - Report phishing attempts
 - Use strong passwords and avoid reuse
 - Ensure software updates are installed promptly
 - Never share login credentials
-

7. Social Media and Communications

- Staff and councillors must use council-managed accounts for official communications.
 - Personal social media must not be used to conduct council business.
 - Any online engagement must be respectful, factual, and in line with council policies.
-

8. Leaving the Council

When a staff member or councillor leaves:

- Council email access will be removed

- Council devices, files, and any stored data must be returned
- No copies of council documents may be retained

This prevents the loss of critical information, one of the risks highlighted in the Practitioners' Guide's digital governance section.

9. Policy Review

This policy will be reviewed annually or sooner if:

- Legislation changes
 - New systems are introduced
 - Issues are identified during audit or annual AGAR preparation
-

Appendix F

Street Name Suggestions

AGREED SAWB2 STREET NAMES 020221

72 West Road, Sawbridgeworth, CM21 0BN

1-51(odd)and 2-40 (even) Rochester Avenue, Sawbridgeworth, CM21 0FN
1-4 (consec) Slater Lane, Sawbridgeworth, CM21 0FP
1-7 (consec) Dorrington Place, Sawbridgeworth, CM21 0FQ
1-18 (consec) Truswell Crescent, Sawbridgeworth, CM21 0FR
1-75 (odd) and 2-44 (even) Woodward Gardens, Sawbridgeworth, CM21 0F
S1-4 (consec) Tobin Lane, Sawbridgeworth, CM21 0FT

SAWB2 NAMES SENT TO EHDC 20 AUGUST 2020

1. May Slater - first female Mayor of Sawbridgeworth
2. Candida Tobin - she was inventor of the Tobin Music System, a method of teaching children of all abilities which is well known in music teaching circles, also a musician, publisher, teacher and entrepreneur. Created the Old Malthouse Music Society at which top-class musicians gave concerts
3. Mary Wilson - ran meals on wheels and worked with other local historians to document the town's history
4. Miss P M Fletcher - Headteacher of Spellbrook C of E Primary School 1946-69, who saw the school grow in 'numbers and reputation'
5. Dot Atkinson - served eight years as a Town Councillor and was a popular receptionist at the surgery for many years
6. Brian Rochester - retained fireman for 22 years, Town Councillor, regularly patrolled and maintained Sawbridgeworth footpaths over a number of years.

SLHS STREET NAME SUGGESTIONS AUGUST 2020 (*chosen names in bold italics*)

1. ***May Slater, first woman mayor of SBW***
2. *Corporal Joseph Vick, Balaclava survivor, Crimean War, grave in Gt St Mary's churchyard*
3. ***Brian Rochester: retained fireman for 22 years, town councillor, regularly patrolled and maintained Sawbridgeworth footpaths over a number of years***
4. *Thomas Rivers: Rivers Nursery etc. a 'big' part of the town.*
5. ***Marcus Woodward: founder of Boy Scouts in SBW.***
6. *The five residents who died in the WW2 Cambridge Road bombing: Constance Baker, Derek and Jeannie Burrell, Dorothy Chappell and Alice Fulker. Naming a street after 5 people is unworkable so perhaps we could name it after the date: 10 October 1940?*
7. ***William Truswell, early SBW photographer***
8. *The Leventhorpe family: from 1400 onwards*
9. *Claylane Farm off West Road*
10. *Shinglehall, Blunts, Tharbies: names of parish farms from the 1839 Tithe Award*
11. ***Dorrington: bakers in Sawbridgeworth since 1919***
12. *Thomas, Harry and Owen Burton: mill owners from 1907-1975*
13. ***Candida Tobin: inventor of the Tobin Music System, a method of teaching children of all abilities. She was also a musician, publisher, teacher and entrepreneur. Created the Old Malthouse Music Society at which top-class musicians gave unforgettable concerts.***

ADDITIONAL NAMES 150221

FROM AUGUST LIST

Corporal Joseph Vic (2 above)
Cambridge Road bomb victims (6)
Farm names (9 and 10)

NEW SUGGESTIONS

Rev. Percy Woodfield: curate of Gt. St. Mary's in 1919 for about three years, who revived the 1st Sawbridgeworth Scout Group after WW1. He soon had a strong Group again and the first mention of a Cub pack within the group. He went to South Africa as a missionary and continued his interest in Scouting and the Church by becoming Archdeacon of Johannesburg. He was one of the founders of the Scout Movement in the Transvaal later becoming Chief Scout for all South African coloured Scouts. Sawbridgeworth and its Scout Group is something of which we are justly proud.

David Harris: local baker and Chairman of National Bakers Benevolent Fund - fought in the Battle of Casino and in charge of 17 different bakeries at one time in Italy and Austria. Gold medallist in 1936 and 37 in Bakers and Confectionery Exhibition and won a Silver Cup for bread making. Came from a long line of Master Bakers. Captain in the Army and Master Baker. 1st Sawbridgeworth Group Scout Leader for 30 years.

John Sapsford (1922-2010) was an important figure in Sawbridgeworth's history. He wrote extensively about the history of High Wych and Sawbridgeworth. His work for the Rivers Orchard group was also very influential. His unpublished memoirs remain an inspiration. In his later years John was active in promoting the Rivers Orchard Project. He collaborated intensely with Elizabeth Waugh, author of *"The art of practical pomology, the history of Rivers nursery"*. His father was one of the long-term employees of the company which at its height in the early 20th century employed up to 300 people. John never worked for Rivers but witnessed the prosperous times and the decline of the business as well as the eventual rebirth of Rivers Orchard as a local heritage. In his later years, he found time to make notes and take pictures and to share them with all who were interested. His quiet achievements and accurate knowledge underpinned the efforts to preserve the memory of Rivers Nursery.

His daughter Wendy can be contacted at wendy@bensmithengineering.co.uk

Lysander: links to airfield in WW1 and WW2 cf. Paul Doyle's *Where the Lysanders Were*; plus, Lysander Farm, at Trimms Green

Mosquito: similar to above; constructed at Walter Lawrence's in WW2; may be odd as a street name?

Street & Block Naming Suggestions - SAWB4 – Kecksy's Farm

Name	Reason / Background
Rivers	After Thomas Rivers (1798–1877), the renowned nurseryman whose family established Rivers Nursery in 1725. The nursery became one of Britain's largest, developing the Conference pear and corresponding with Charles Darwin. The Rivers family's influence is enshrined in the town's coat of arms, which depicts a fruit tree in blossom. The nursery covered around 400 acres at its peak and was a major local employer for over 250 years.
Jocelyn	After Sir Ralph Jocelyn of Hyde Hall, twice Lord Mayor of London (1464 and 1476), who is buried in Great St Mary's Church. The Jocelyn family held Hyde Hall – which you can see across the valley from the site - from the 13th century and were among the most prominent families in the town's history, later becoming Earls of Roden. Ralph Jocelyn also served as a Knight of the Bath and MP for London.
Stanier	After Field Marshal Sir John Stanier GCB MBE (1925–2007), born in Sawbridgeworth. He served as Chief of the General Staff (professional head of the British Army) from 1982 to 1985, overseeing the Army's contribution to the Falklands campaign. Later served as Constable of the Tower of London.
Rose	After Bernard Rose OBE (1916–1996), composer and organist, born in Sawbridgeworth. A WWII 'Desert Rat' who was captured at Villers-Bocage in Normandy, he went on to become Informator Choristarum at Magdalen College, Oxford (1957–1981) and Vice-President of the College. His Preces and Responses remain widely performed in Anglican churches across the country.
Boleyn	After Anne Boleyn (c. 1501–1536), second wife of King Henry VIII, who was given the Pishiobury estate to the south of the town. One of the most famous historical figures associated with Sawbridgeworth, but not recognised elsewhere.
Alder	After Angela Alder, notable Sawbridgeworth councillor, recently deceased. Remembered for her longstanding service to the local community (40+ years).
Beeching	After Roger Beeching, notable Sawbridgeworth councillor and dentist, recently deceased. Remembered for his commitment to civic life in the town.
Spitfire	After the Supermarine Spitfire, one of the aircraft types operated from RAF Sawbridgeworth during the Second World War. The SAWB4 site is in the closest part of Sawbridgeworth to where the airfield was.
Lysander	After the Westland Lysander, another aircraft type operated from RAF Sawbridgeworth during WWII.
De Havilland	After the de Havilland aircraft company, whose Mosquito aircraft operated from RAF Sawbridgeworth. Walter Lawrence & Son in the town built over 1,000 Mosquito fuselage shells and wing skins for de Havilland during the war.
Northfields	After Northfields House, the building on the development site being demolished to make way for the new housing. Retaining the name preserves a connection to the site's recent history.

Names already in use in Sawbridgeworth and therefore excluded: *Lawrence (Lawrence Avenue, Lawrence Moorings), Dorringtons (Dorrington Place), Barnard (Barnard Road + school), Fawbert (school name), Mandeville (school name), Leventhorpe (school name), Sayesbury (road name).*

SAWB2 (West Road) development also used: Slater, Tobin, Rochester, Woodward.

Appendix G

Detailed Income & Expenditure by Budget Heading 01/03/2026

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Staff</u>							
4000 Salaries	231,224	243,480	12,256		12,256	95.0%	
4035 NIC - Employers	31,826	31,270	(556)		(556)	101.8%	
4040 Pension Employers	29,767	32,070	2,303		2,303	92.8%	
Staff :- Indirect Expenditure	<u>292,817</u>	<u>306,820</u>	<u>14,003</u>	<u>0</u>	<u>14,003</u>	<u>95.4%</u>	<u>0</u>
Net Expenditure	<u>(292,817)</u>	<u>(306,820)</u>	<u>(14,003)</u>				
<u>200 General Administration</u>							
1076 Precept	479,835	479,835	0			100.0%	
1090 Interest Received	5,115	6,000	885			85.3%	
1999 Miscellaneous Income	53	0	(53)			0.0%	
General Administration :- Income	<u>485,003</u>	<u>485,835</u>	<u>832</u>			<u>99.8%</u>	<u>0</u>
4070 Subscriptions	4,301	2,860	(1,441)		(1,441)	150.4%	
4075 IT Support	12,625	13,000	375		375	97.1%	
4080 Training (Members)	111	500	389		389	22.2%	
4081 Travel Expenses	625	550	(75)		(75)	113.7%	
4082 Training (Staff)	80	1,000	920		920	8.0%	
4083 Clerks Expenses	0	100	100		100	0.0%	
4090 IT Development	1,570	1,500	(70)		(70)	104.7%	
4095 Photocopy Charges	1,235	1,500	265		265	82.3%	
4100 Telephone/Broadband	1,498	2,500	1,002		1,002	59.9%	
4105 Postage	571	800	229		229	71.4%	
4110 Stationery	396	1,000	604		604	39.6%	
4115 Insurance	17,315	11,000	(6,315)		(6,315)	157.4%	
4120 Bank Charges	278	500	222		222	55.7%	
4125 Repairs & Renewals	528	750	222		222	70.4%	
4130 Staff Care	1,302	1,600	298		298	81.4%	
4135 Office Care	1,625	3,000	1,375		1,375	54.2%	
4140 Office Equipment	2,032	1,500	(532)		(532)	135.5%	
4180 Accountancy Services	0	3,000	3,000		3,000	0.0%	
4185 Audit	200	3,565	3,365		3,365	5.6%	
4190 Professional Fees	4,342	6,000	1,658		1,658	72.4%	
4195 Tourism	344	1,000	656		656	34.4%	
4200 Web-site	806	1,500	694		694	53.7%	
4201 Web-site development	961	1,500	539		539	64.1%	
4215 Town Signs	0	500	500		500	0.0%	
4670 Event Costs	18	0	(18)		(18)	0.0%	
4990 Contingency	40	2,000	1,960		1,960	2.0%	
General Administration :- Indirect Expenditure	<u>52,805</u>	<u>62,725</u>	<u>9,920</u>	<u>0</u>	<u>9,920</u>	<u>84.2%</u>	<u>0</u>
Net Income over Expenditure	<u>432,198</u>	<u>423,110</u>	<u>(9,088)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210 Democratic Services</u>							
1335 Civic Dinner Income	4,635	5,000	365			92.7%	
Democratic Services :- Income	<u>4,635</u>	<u>5,000</u>	<u>365</u>			<u>92.7%</u>	<u>0</u>
4310 Election Expenses	0	3,000	3,000		3,000	0.0%	
4315 Mayor's Allowance	1,459	1,500	41		41	97.2%	
4330 Civic Events	746	3,000	2,254		2,254	24.9%	
4335 Civic Dinner Expenditure	4,138	5,000	862		862	82.8%	
Democratic Services :- Indirect Expenditure	<u>6,343</u>	<u>12,500</u>	<u>6,157</u>	<u>0</u>	<u>6,157</u>	<u>50.7%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,707)</u>	<u>(7,500)</u>	<u>(5,793)</u>				
<u>220 Grants</u>							
4350 Grants - SYPRC	(1,000)	1,000	2,000		2,000	(100.0%)	
4355 Grants - The Hailey Centre	1,000	1,000	0		0	100.0%	
4370 Grants - S137	104	75	(29)		(29)	138.7%	
4375 Freedom of the Town	488	1,500	1,012		1,012	32.5%	
4380 Grants - Other	3,000	3,500	500		500	85.7%	
Grants :- Indirect Expenditure	<u>3,592</u>	<u>7,075</u>	<u>3,483</u>	<u>0</u>	<u>3,483</u>	<u>50.8%</u>	<u>0</u>
Net Expenditure	<u>(3,592)</u>	<u>(7,075)</u>	<u>(3,483)</u>				
<u>300 Civic Centre</u>							
1400 Rental Income	1,060	800	(260)			132.4%	
Civic Centre :- Income	<u>1,060</u>	<u>800</u>	<u>(260)</u>			<u>132.4%</u>	<u>0</u>
4405 Rates	13,598	14,000	402		402	97.1%	
4410 Heat & Light	6,516	10,000	3,484		3,484	65.2%	
4415 Water	2,064	650	(1,414)		(1,414)	317.5%	
4420 Maintenance	4,823	5,000	177		177	96.5%	
4425 Fixtures & Fittings	235	0	(235)		(235)	0.0%	
4445 New Equipment	264	5,000	4,736		4,736	5.3%	
Civic Centre :- Indirect Expenditure	<u>27,500</u>	<u>34,650</u>	<u>7,150</u>	<u>0</u>	<u>7,150</u>	<u>79.4%</u>	<u>0</u>
Net Income over Expenditure	<u>(26,440)</u>	<u>(33,850)</u>	<u>(7,410)</u>				
<u>320 Hailey Centre</u>							
4420 Maintenance	2,091	5,000	2,909		2,909	41.8%	
Hailey Centre :- Indirect Expenditure	<u>2,091</u>	<u>5,000</u>	<u>2,909</u>	<u>0</u>	<u>2,909</u>	<u>41.8%</u>	<u>0</u>
Net Expenditure	<u>(2,091)</u>	<u>(5,000)</u>	<u>(2,909)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>330 Other Rented Accommodation</u>							
4400 Rent	4,800	4,800	0		0	100.0%	
4420 Maintenance	7	0	(7)		(7)	0.0%	
Other Rented Accommodation :- Indirect Expenditure	<u>4,807</u>	<u>4,800</u>	<u>(7)</u>	<u>0</u>	<u>(7)</u>	<u>100.1%</u>	<u>0</u>
Net Expenditure	<u>(4,807)</u>	<u>(4,800)</u>	<u>7</u>				
<u>400 Bullfield Allotments</u>							
1500 Allotment Rent Income	1,248	910	(338)			137.1%	
1510 Allotment Water Income	122	200	78			61.0%	
Bullfield Allotments :- Income	<u>1,370</u>	<u>1,110</u>	<u>(260)</u>			<u>123.4%</u>	<u>0</u>
4415 Water	421	600	179		179	70.2%	
4420 Maintenance	850	700	(150)		(150)	121.4%	
Bullfield Allotments :- Indirect Expenditure	<u>1,271</u>	<u>1,300</u>	<u>29</u>	<u>0</u>	<u>29</u>	<u>97.8%</u>	<u>0</u>
Net Income over Expenditure	<u>99</u>	<u>(190)</u>	<u>(289)</u>				
<u>410 Bellmead Allotments</u>							
1500 Allotment Rent Income	308	250	(58)			123.1%	
1510 Allotment Water Income	27	30	3			90.0%	
Bellmead Allotments :- Income	<u>335</u>	<u>280</u>	<u>(55)</u>			<u>119.6%</u>	<u>0</u>
4415 Water	147	100	(47)		(47)	146.9%	
4420 Maintenance	0	250	250		250	0.0%	
Bellmead Allotments :- Indirect Expenditure	<u>147</u>	<u>350</u>	<u>203</u>	<u>0</u>	<u>203</u>	<u>42.0%</u>	<u>0</u>
Net Income over Expenditure	<u>188</u>	<u>(70)</u>	<u>(258)</u>				
<u>420 Vantorts Allotments</u>							
1500 Allotment Rent Income	250	175	(75)			142.6%	
1510 Allotment Water Income	24	25	1			96.0%	
Vantorts Allotments :- Income	<u>274</u>	<u>200</u>	<u>(74)</u>			<u>136.8%</u>	<u>0</u>
4415 Water	274	120	(154)		(154)	228.6%	
4420 Maintenance	0	250	250		250	0.0%	
Vantorts Allotments :- Indirect Expenditure	<u>274</u>	<u>370</u>	<u>96</u>	<u>0</u>	<u>96</u>	<u>74.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(1)</u>	<u>(170)</u>	<u>(169)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
430 Southbrook Allotments							
1500 Allotment Rent Income	1,274	1,290	16			98.7%	
1510 Allotment Water Income	162	170	8			95.3%	
Southbrook Allotments :- Income	<u>1,436</u>	<u>1,460</u>	<u>24</u>			<u>98.3%</u>	<u>0</u>
4415 Water	602	500	(102)		(102)	120.4%	
4420 Maintenance	280	700	420		420	40.0%	
Southbrook Allotments :- Indirect Expenditure	<u>882</u>	<u>1,200</u>	<u>318</u>	<u>0</u>	<u>318</u>	<u>73.5%</u>	<u>0</u>
Net Income over Expenditure	<u>554</u>	<u>260</u>	<u>(294)</u>				
435 West Road Allotment							
1500 Allotment Rent Income	20	640	620			3.2%	
1510 Allotment Water Income	10	200	190			5.0%	
West Road Allotment :- Income	<u>30</u>	<u>840</u>	<u>810</u>			<u>3.6%</u>	<u>0</u>
4415 Water	0	600	600		600	0.0%	
4416 Set Up Costs -Allotments	3,286	3,500	214		214	93.9%	
West Road Allotment :- Indirect Expenditure	<u>3,286</u>	<u>4,100</u>	<u>814</u>	<u>0</u>	<u>814</u>	<u>80.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(3,255)</u>	<u>(3,260)</u>	<u>(5)</u>				
440 Cemetery							
1550 Burial Fees	32,090	48,400	16,310			66.3%	
1560 Memorial Fees	1,525	2,500	975			61.0%	
1570 Grave Digging Income	1,500	2,600	1,100			57.7%	
1580 Tree Sales	2,266	3,000	734			75.5%	
1581 Bench Sales	3,087	3,500	413			88.2%	
1582 Memorial Plaque Sales	380	1,200	820			31.7%	
Cemetery :- Income	<u>40,848</u>	<u>61,200</u>	<u>20,352</u>			<u>66.7%</u>	<u>0</u>
4045 Subcontracted Labour	3,135	1,000	(2,135)		(2,135)	313.5%	
4415 Water	178	150	(28)		(28)	118.5%	
4420 Maintenance	357	5,000	4,643		4,643	7.1%	
4440 New Area (Spinney)	0	3,000	3,000		3,000	0.0%	
4520 Skip Hire	2,320	2,500	180		180	92.8%	
4530 Trees	409	550	141		141	74.3%	
4531 Benches	2,092	2,000	(92)		(92)	104.6%	
4532 Plaques	769	550	(219)		(219)	139.8%	
4675 Publicity	0	500	500		500	0.0%	
Cemetery :- Indirect Expenditure	<u>9,259</u>	<u>15,250</u>	<u>5,991</u>	<u>0</u>	<u>5,991</u>	<u>60.7%</u>	<u>0</u>
Net Income over Expenditure	<u>31,589</u>	<u>45,950</u>	<u>14,361</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>450 Playground</u>							
4420 Maintenance	1,442	2,000	558		558	72.1%	
4421 New Equipment -Playground	0	4,000	4,000		4,000	0.0%	
Playground :- Indirect Expenditure	<u>1,442</u>	<u>6,000</u>	<u>4,558</u>	<u>0</u>	<u>4,558</u>	<u>24.0%</u>	<u>0</u>
Net Expenditure	<u>(1,442)</u>	<u>(6,000)</u>	<u>(4,558)</u>				
<u>460 Rivers Heritage Site & Orchard</u>							
4700 RHSOG	2,433	3,000	567		567	81.1%	
Rivers Heritage Site & Orchard :- Indirect Expenditure	<u>2,433</u>	<u>3,000</u>	<u>567</u>	<u>0</u>	<u>567</u>	<u>81.1%</u>	<u>0</u>
Net Expenditure	<u>(2,433)</u>	<u>(3,000)</u>	<u>(567)</u>				
<u>500 Groundsman</u>							
1603 Conveniences coin operation	405	800	395			50.6%	
1610 Sub Contract Watering	276	275	(1)			100.4%	
Groundsman :- Income	<u>681</u>	<u>1,075</u>	<u>394</u>			<u>63.4%</u>	<u>0</u>
4600 Planters	500	1,000	500		500	50.0%	
4601 Bell St Conveniences Cleaning	135	800	665		665	16.9%	
4602 Bell St Convenience Repairs	1,065	5,000	3,936		3,936	21.3%	
4615 Ranger's Mower	1,607	2,000	393		393	80.4%	
4620 Ranger's Tools	1,541	3,000	1,459		1,459	51.4%	
4625 Mower Replacement	0	12,000	12,000		12,000	0.0%	
4630 CCTV Maintenance Agreement	2,636	3,000	364		364	87.9%	
4635 CCTV Extension	217	3,000	2,783		2,783	7.2%	
Groundsman :- Indirect Expenditure	<u>7,702</u>	<u>29,800</u>	<u>22,098</u>	<u>0</u>	<u>22,098</u>	<u>25.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(7,021)</u>	<u>(28,725)</u>	<u>(21,704)</u>				
<u>600 Fun on the Field</u>							
1670 Event Income	350	900	550			38.9%	
Fun on the Field :- Income	<u>350</u>	<u>900</u>	<u>550</u>			<u>38.9%</u>	<u>0</u>
4045 Subcontracted Labour	0	800	800		800	0.0%	
4670 Event Costs	1,221	1,000	(221)		(221)	122.1%	
4675 Publicity	0	200	200		200	0.0%	
Fun on the Field :- Indirect Expenditure	<u>1,221</u>	<u>2,000</u>	<u>779</u>	<u>0</u>	<u>779</u>	<u>61.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(871)</u>	<u>(1,100)</u>	<u>(229)</u>				

Detailed Income & Expenditure by Budget Heading 01/03/2026

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
610 Events General							
4670 Event Costs	626	1,000	374		374	62.6%	
4672 RHSO 300	0	500	500		500	0.0%	
4673 VE Day	4,646	5,000	354		354	92.9%	
Events General :- Indirect Expenditure	5,272	6,500	1,228	0	1,228	81.1%	0
Net Expenditure	(5,272)	(6,500)	(1,228)				
620 Christmas Festival							
1670 Event Income	1,315	800	(515)			164.4%	
Christmas Festival :- Income	1,315	800	(515)			164.4%	0
4045 Subcontracted Labour	1,985	1,700	(285)		(285)	116.8%	
4670 Event Costs	2,204	1,000	(1,204)		(1,204)	220.4%	
4675 Publicity	14	500	486		486	2.8%	
4685 Christmas Lights	12,098	15,000	2,902		2,902	80.7%	
4690 Competitions	334	1,000	666		666	33.4%	
Christmas Festival :- Indirect Expenditure	16,636	19,200	2,564	0	2,564	86.6%	0
Net Income over Expenditure	(15,321)	(18,400)	(3,079)				
630 Markets							
1670 Event Income	0	8,000	8,000			0.0%	
Markets :- Income	0	8,000	8,000			0.0%	0
4674 Car Park Hire	0	9,000	9,000		9,000	0.0%	
4675 Publicity	0	4,000	4,000		4,000	0.0%	
Markets :- Indirect Expenditure	0	13,000	13,000	0	13,000	0.0%	0
Net Income over Expenditure	0	(5,000)	(5,000)				
640 Projects							
4710 Hanging Baskets	0	1,500	1,500		1,500	0.0%	
4715 Planters Project	0	500	500		500	0.0%	
4720 Jubilee Gardens	26,413	100,000	73,587		73,587	26.4%	26,413
4725 Fair Green	0	2,000	2,000		2,000	0.0%	
4735 Remembrance Day	150	400	250		250	37.5%	
4740 War Memorial	0	1,000	1,000		1,000	0.0%	
Projects :- Indirect Expenditure	26,563	105,400	78,837	0	78,837	25.2%	26,413
Net Expenditure	(26,563)	(105,400)	(78,837)				
6000 plus Transfer from EMR	26,413	0	(26,413)				
Movement to/(from) Gen Reserve	(150)	(105,400)	(105,250)				

Detailed Income & Expenditure by Budget Heading 01/03/2026

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
660 Town Selfie Walk							
4670 Event Costs	373	575	202		202	64.8%	
4675 Publicity	0	200	200		200	0.0%	
4681 Promotional Equipment	0	1,000	1,000		1,000	0.0%	
Town Selfie Walk :- Indirect Expenditure	373	1,775	1,402	0	1,402	21.0%	0
Net Expenditure	(373)	(1,775)	(1,402)				
670 River Day							
1670 Event Income	40	50	10			80.0%	
River Day :- Income	40	50	10			80.0%	0
4670 Event Costs	170	150	(20)		(20)	113.3%	
River Day :- Indirect Expenditure	170	150	(20)	0	(20)	113.3%	0
Net Income over Expenditure	(130)	(100)	30				
700 Sawbobus							
1150 Grants Received	6,950	6,000	(950)			115.8%	
1800 Fares	5,277	10,000	4,723			52.8%	
1820 Fuel Rebate	1,081	1,300	219			83.1%	
1830 Sponsorship	5,000	6,000	1,000			83.3%	
1831 Sale of Vehicle	7,100	0	(7,100)			0.0%	
Sawbobus :- Income	25,408	23,300	(2,108)			109.0%	0
4029 Salary Recharge	27,292	31,345	4,053		4,053	87.1%	
4045 Subcontracted Labour	1,505	1,000	(505)		(505)	150.5%	
4800 Fuel	5,456	8,500	3,044		3,044	64.2%	
4805 Vehicle Maintenance	5,857	6,000	143		143	97.6%	
4810 Vehicle Tax & Insurance	2,090	1,550	(540)		(540)	134.9%	
Sawbobus :- Indirect Expenditure	42,201	48,395	6,194	0	6,194	87.2%	0
Net Income over Expenditure	(16,794)	(25,095)	(8,301)				
800 Heffer GL61							
1830 Sponsorship	500	0	(500)			0.0%	
1850 Vehicle Hire Income	366	500	134			73.2%	
Heffer GL61 :- Income	866	500	(366)			173.2%	0
4800 Fuel	1,207	550	(657)		(657)	219.4%	
4805 Vehicle Maintenance	1,799	1,250	(549)		(549)	143.9%	
4810 Vehicle Tax & Insurance	1,628	1,290	(338)		(338)	126.2%	
Heffer GL61 :- Indirect Expenditure	4,634	3,090	(1,544)	0	(1,544)	150.0%	0
Net Income over Expenditure	(3,768)	(2,590)	1,178				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>810 Rangers Truck #1 WG64</u>							
4800 Fuel	763	2,000	1,237		1,237	38.1%	
4805 Vehicle Maintenance	480	1,500	1,020		1,020	32.0%	
4810 Vehicle Tax & Insurance	1,289	1,070	(219)		(219)	120.5%	
Rangers Truck #1 WG64 :- Indirect Expenditure	<u>2,533</u>	<u>4,570</u>	<u>2,037</u>	<u>0</u>	<u>2,037</u>	<u>55.4%</u>	<u>0</u>
Net Expenditure	<u>(2,533)</u>	<u>(4,570)</u>	<u>(2,037)</u>				
<u>820 Rangers Truck #2 SY65</u>							
4800 Fuel	1,211	1,250	39		39	96.9%	
4805 Vehicle Maintenance	1,602	1,500	(102)		(102)	106.8%	
4810 Vehicle Tax & Insurance	1,289	1,080	(209)		(209)	119.4%	
Rangers Truck #2 SY65 :- Indirect Expenditure	<u>4,103</u>	<u>3,830</u>	<u>(273)</u>	<u>0</u>	<u>(273)</u>	<u>107.1%</u>	<u>0</u>
Net Expenditure	<u>(4,103)</u>	<u>(3,830)</u>	<u>273</u>				
<u>910 Town Action Plan</u>							
4910 Town Action Plan Costs	0	500	500		500	0.0%	
Town Action Plan :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
<u>920 ATC Rent</u>							
1400 Rental Income	1,606	0	(1,606)			0.0%	
ATC Rent :- Income	<u>1,606</u>	<u>0</u>	<u>(1,606)</u>				<u>0</u>
Net Income	<u>1,606</u>	<u>0</u>	<u>(1,606)</u>				
Grand Totals:- Income	565,255	591,350	26,095			95.6%	
Expenditure	520,354	703,350	182,996	0	182,996	74.0%	
Net Income over Expenditure	<u>44,901</u>	<u>(112,000)</u>	<u>(156,901)</u>				
plus Transfer from EMR	<u>26,413</u>	<u>0</u>	<u>(26,413)</u>				
Movement to/(from) Gen Reserve	<u>71,314</u>	<u>(112,000)</u>	<u>(183,314)</u>				

Date: 04/03/2026

Sawbridgeworth Town Council

Page 1

Time: 13:21

User: LD

Bank Reconciliation up to 28/02/2026 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
26/09/2025	Direct		-181.20		-181.20	☐	Receipt(s) Banked
30/09/2025	8644	181.20			181.20	☐	Techwyse
26/01/2026	2359	176.82			176.82	☐	Petty Cash
02/02/2026	DD1	231.73		231.73		R ☒	The Fuelcard Company
02/02/2026	DD2	1,046.57		1,046.57		R ☒	Techwyse
02/02/2026	DD	400.00		400.00		R ☒	Oakridge Nursery
03/02/2026	CCLA		322.64	322.64		R ☒	Receipt(s) Banked
04/02/2026	CONG 6964		67.80	67.80		R ☒	Receipt(s) Banked
04/02/2026	RFCA		1,605.92	1,605.92		R ☒	Receipt(s) Banked
06/02/2026	8800	6,600.00		6,600.00		R ☒	Aylesford Electrical Contracto
09/02/2026	DD3	310.29		310.29		R ☒	The Fuelcard Company
11/02/2026	DD4	24.77		24.77		R ☒	Everflow Water
12/02/2026	8802	500.00		500.00		R ☒	Friends of Sawb Town Twinning
12/02/2026	8803	477.00		477.00		R ☒	Canalability
13/02/2026	8786					R ☒	Carter, Laura
13/02/2026	8787					R ☒	Sargant, Joanne
13/02/2026	8788					R ☒	Parrish, Stephen
13/02/2026	8789					R ☒	Dale, Lisa
13/02/2026	8790					R ☒	Jones, John
13/02/2026	8791					R ☒	Derrick, Viv
13/02/2026	8792					R ☒	Crank, Darren
13/02/2026	8793					R ☒	Hunt, Christopher
13/02/2026	8794					R ☒	Robinson, Adrian
13/02/2026	8795					R ☒	Bull, Peter
13/02/2026	8796					R ☒	Lovatt, Sandra
13/02/2026	8804	26.60		26.60		R ☒	Lovatt, Sandra
16/02/2026	8781	7,731.13		7,731.13		R ☒	HMRC
16/02/2026	8782	3,531.53		3,531.53		R ☒	Herts County Council
16/02/2026	8801	1,023.00		1,023.00		R ☒	Friends of Sawb Neuro Centre
16/02/2026	DD6	57.60		57.60		R ☒	Affinity One Security Solution
16/02/2026	DD7	115.90		115.90		R ☒	The Fuelcard Company
16/02/2026	HMRC		6,205.53	6,205.53		R ☒	Receipt(s) Banked
17/02/2026	CRANK		104.00	104.00		R ☒	Receipt(s) Banked
17/02/2026	8783	560.32		560.32		R ☒	NEST
17/02/2026	8805	1,796.92		1,796.92		R ☒	Airdrome Cars Ltd
17/02/2026	DD8	695.21		695.21		R ☒	EDF Energy
17/02/2026	DD9	22.35		22.35		R ☒	Lloyds Bank plc
17/02/2026	CRIBBS		1,160.00	1,160.00		R ☒	Receipt(s) Banked
19/02/2026	500443		453.40	453.40		R ☒	Receipt(s) Banked
19/02/2026	500443		13.75	13.75		R ☒	Receipt(s) Banked
19/02/2026	DD10	40.56		40.56		R ☒	Vatix
19/02/2026	DD11	111.74		111.74		R ☒	2468 Ltd
19/02/2026	DD12	328.03		328.03		R ☒	Engie Gas
19/02/2026	500443		140.00	140.00		R ☒	Receipt(s) Banked
20/02/2026	8808	35.00		35.00		R ☒	SDH Window Cleaning

Date: 04/03/2026

Sawbridgeworth Town Council

Page 2

Time: 13:21

User: LD

Bank Reconciliation up to 28/02/2026 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
23/02/2026	DD1	543.58		543.58		R ☒	The Fuelcard Company
23/02/2026	2360	33.85		33.85		R ☒	CASH
23/02/2026	2360	33.85			33.85	☐	Petty Cash
23/02/2026	2360CORR	-33.85		-33.85		R ☒	CASH
23/02/2026	INV 6879		3,700.00	3,700.00		R ☒	Receipt(s) Banked
24/02/2026	8822	83.86		83.86		R ☒	Carter, Laura
24/02/2026	8806	380.40		380.40		R ☒	OCM Events Limited
24/02/2026	8807	210.62		210.62		R ☒	The Anglia Sign Casting Compan
24/02/2026	8809	354.00		354.00		R ☒	Froom & Co Limited
24/02/2026	8810	154.05		154.05		R ☒	East Herts District Council
24/02/2026	8811	182.00		182.00		R ☒	JRG Plumbing and Heating
24/02/2026	8812	268.41		268.41		R ☒	Huws Gray Ltd
24/02/2026	8813	505.00		505.00		R ☒	The Society of Local Council C
24/02/2026	8814	186.00		186.00		R ☒	Home & Office Fire Extinguisher
24/02/2026	8815	655.00		655.00		R ☒	J Hall
24/02/2026	8816	562.50		562.50		R ☒	Gary Woods Garden & Property M
24/02/2026	8817	1,328.64		1,328.64		R ☒	EDGE IT Systems Limited
24/02/2026	8818	405.46		405.46		R ☒	GR8 Tool & Equipment Hire
24/02/2026	8819	80.00		80.00		R ☒	J Hall
24/02/2026	8820	474.00		474.00		R ☒	Sawbridgeworth Flyer
24/02/2026	8821	720.00		720.00		R ☒	Alley Cat Car and Van Rentals
24/02/2026	BCARD1	9.89		9.89		R ☒	Amazon Business EU S.a.r.l
24/02/2026	BCARD2	6.99		6.99		R ☒	Houseware Limited
24/02/2026	BCARD3	8.06		8.06		R ☒	414 Timber and Fencing
24/02/2026	BCARD4	66.53		66.53		R ☒	414 Timber and Fencing
24/02/2026	BCARD5	40.99		40.99		R ☒	Pembrey Limited
24/02/2026	BCARD6	48.68		48.68		R ☒	Amazon Business EU S.a.r.l
24/02/2026	BCARD7	9.99		9.99		R ☒	ILIFFE MEDIA
24/02/2026	BCARD8	78.32		78.32		R ☒	Amazon Business EU S.a.r.l
24/02/2026	BCARD9	14.24		14.24		R ☒	Amazon Business EU S.a.r.l
24/02/2026	BCARD10	11.99		11.99		R ☒	Amazon.co.uk
24/02/2026	BCARD11	4.49		4.49		R ☒	Amazon Business EU S.a.r.l
24/02/2026	BCARD12	224.92		224.92		R ☒	Expression Engine
		<u>52,733.07</u>	<u>13,591.84</u>				

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 04/03/2026

Sawbridgeworth Town Council

Page 1

Time: 14:32

User: LD

Bank Reconciliation up to 28/02/2026 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
26/09/2025	Direct		-181.20		-181.20	☐	Receipt(s) Banked
30/09/2025	8644	181.20			181.20	☐	Techwyse
26/01/2026	2359	176.82			176.82	☐	Petty Cash
23/02/2026	2360	33.85			33.85	☐	Petty Cash
26/02/2026	COLLIER		450.00	450.00		R ☒	Receipt(s) Banked
27/02/2026	DD1	220.84		220.84		R ☒	Onecom Limited
27/02/2026	dd2	50.00		50.00		R ☒	Francotyp-Postalia Limited
27/02/2026	INV 6971		70.00	70.00		R ☒	Receipt(s) Banked
		<u>662.71</u>	<u>338.80</u>				

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date