

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 7:32pm in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 18th May 2026**.

Those present.

Cllrs A Parsad-Wyatt (Mayor), S Pagdades, E Buckmaster, R Buckmaster, R Smith, A Furnace, N Parsad-Wyatt, S Smith, G Rattey, S Penney, J Rider and D Newell.

Also present was P Evans (Locum Clerk) and eight members of the public.

Cllr A Parsad-Wyatt welcomed everyone to the second meeting of the evening.

26/16 Apologies for absence. All members were present.

26/17 Declarations of Interests – None.

26/18 Public Forum

The members of the public present did not wish to address the council.

26/19 Minutes

The minutes of the meeting of the town council held on 27th April 2026 (M10) had been circulated prior to the meeting.

Resolved that Cllr A Parsad-Wyatt signs the minutes as a true record of that meeting.

[prop Cllr N Parsad-Wyatt sec'd Cllr D Newell]

26/20 Clerks Report

This report which was an update on previous agreed actions for the council was circulated prior to the meeting and noted.

26/21 Planning Committee minutes

The planning committee minutes of the meeting on 27th April 2026 had been circulated prior to the meeting and were noted.

26/22 Mayor's Correspondence/Communications. There was none.

26/23 Representatives Reports

The following reports were received.

County Councillor E Buckmaster stated that his report had been circulated prior to the meeting but read out some of the highlights. He also thanked the previous mayor for the funds he had raised for the Hailey Centre as he was a trustee.

He was asked questions regarding the allocation of school places and building of new schools on new developments.

District Councillor R Buckmaster stated that she had no report as the DMC meeting had been cancelled.

RHSO -- Cllr R Buckmaster reported that the group had held a very successful 'Teddy Bears Picnic' with over sixty people attending. The next event will be the 'Apple Day' at the end of September.

Sustainable Sawbridgeworth -- Cllr A Furnace reminded everyone that the 'River Day' event was on 27th June 2026. The café event on 9th May was very successful and there was to be a film showing on 25th June 2026.

Sports Association -- Cllr S Penney reported that he had recently attended a meeting of the association where all clubs gave good reports. This was the period when the football season was coming to a close, and the cricket season starting. The football team were in the top half of the league, and the cricket club had over two hundred members across all teams and genders. The tennis club reported on the growing membership for 'pickle ball'. However, funding was needed for the infrastructure generally and the association were investigating various funding streams.

26/24 Local Government Reorganisation

Nothing further to report.

26/25 Financial Report

To note and approve the payments for May. This has been circulated prior to the meeting and was noted.

26/26 Deposit & Consultation Documents – There were no items to report.

26/27 Items for Future Agendas – None.

The Chairman then moved the following resolution: **That under the Public Bodies (Admission to Meetings) Act 1960 s 1(2), the press and public is excluded from the meeting whilst pertaining to employees of the council or tenders are discussed.**

Those members of the public present left the council chamber at this point.

26/30 Staffing Matters.

A report from the Clerk was tabled, and the locum clerk left the meeting whilst the first part was discussed. There was some discussion regarding the matters raised before it was;

Resolved;

- a) That P Evans continues to be employed as locum clerk for 15hrs per week until 15th June 2026.***

- b) That office staff continue to be paid overtime for extra hours required to carry out the current additional workload.***
- c) That officers work with HertfordTC Cemetery Officer to ensure that all legal paperwork surrounding the burial service is correct.***
- d) That the Clerk ascertains the costs of employing a contractor to carry out the necessary works at the cemetery and open spaces.***
- e) That with immediate effect the office will be closed to the public on a F2F basis on Monday, Thursday and Friday with members of the public being encouraged to contact the office by email or telephone which can be answered at convenient times for the council. This arrangement to be reviewed in July.***

[prop Cllr N Parsad-Wyatt sec'd Cllr E Buckmaster]

There being no further business to transact the meeting closed at 8.21pm

Signed.

Dated.