

Sawbridgeworth Town Council

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MAYOR
Cllr Dr John Stefan Burmicz
TOWN CLERK
Richard Bowran BSc.(Hons) PSLCC

To: Cllrs Alder, R Buckmaster, Patel and Royle (*Cllr Burmicz*)

ECONOMIC DEVELOPMENT & TOWN ACTION PLAN COMMITTEE

You are invited to attend a meeting of this committee which will take place on **Monday 13 January 2020 2019** at about 8.00pm, but after the meeting of the planning committee, at 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
07 January 2020

AGENDA

- E 19/29 APOLOGIES FOR ABSENCE**
To receive any apologies for absence
- E 19/30 PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Amenities Committee.
- E 19/31 DECLARATIONS OF INTEREST**
To receive any Declarations of Pecuniary Interest by Members
- E 19/32 MINUTES**
To approve as a correct record the minutes of the Committee Meeting held on 09 September 2019 (E02) *[Appendix A]*
- [📄] [👍]
- To note the record of the meeting scheduled for 11 November 2019 (E03) *[Appendix B]*
- [📄] [👍]
- To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- E 19/33 ECONOMIC DEVELOPMENT**
To review proposals for promoting economic development.
- Weekly market as a destination
 - Support from EHDC
 - Town Green – Pocket Park application

E 19/34 TOWN ACTION PLAN

To initiate the preparation of a third Town Action Plan to cover the years 2020 to 2024.

[C] To report on the initial SurveyMonkey poll carried out between 11 December 2019 and 04 January 2020. *[Appendix C]*

To report on the consultation morning held on Saturday 11 January 2020

To agree on the content of the follow up SurveyMonkey poll to be launched on 12 January 2020.

To determine what additional exposure the consultation should be given.

To determine the structure of the 2020-24 Town Action Plan, the format of the publication, the mediums to be used and the monitoring and reporting process.

E 19/35 NEW RESIDENTS WELCOME PACK

To consider the publication of a new residents welcome pack

E 19/36 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas.

Members of the public and press are invited to attend all meetings of the council and its committees

SAWBRIDGEWORTH TOWN COUNCIL

ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

Minutes

of the meeting of the Economic Development and Sawbridgeworth Town Action Plan Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20:00 on **Monday 09 September 2019**.

Those present

Cllr Angela Alder
Cllr Don Hall

Cllr David Royle
Cllr John Burmicz (*ex officio*)

In attendance:

3 members of the public
R Bowran – Town Clerk

J Sargant – Town Projects Manager

E 19/12 APOLOGIES FOR ABSENCE

Apologies for absence received from:
Cllr R Buckmaster – unwell and Cllr Patel – prior engagement
Cllr Jones was absent.

E 19/13 PUBLIC FORUM

There were no representations from members of the public on matters within the remit of the Economic Development and Sawbridgeworth Town Action Plan Committee.

E 19/14 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

E 19/15 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on 15 July 2019 (E01) [*prop Cllr Alder; secd Cllr Royle*]

E 19/16 NEW SURVEY MONKEY POLL

To establish a series of open questions for inclusion in a new Survey Monkey Poll. Suggestions were:

- What do you want to see in the town
- What are the town's major issues
- What events would you like to see
- What worries you about the town
- What do you like about the town
- What do you dislike about the town
- What are the town's major issues

E 19/17 ECONOMIC DEVELOPMENT

To review proposals for promoting economic development.

- A Market as a destination – agreed but dependent upon finding a location
- Christmas Shopping Evening – agreed to promote but noted that there would be no parking concessions from EHDC.
- Town Green – agreed but had to be taken in context of the development of Central Surgery

- Welcome to Hertfordshire Guide – decided that this guide, to be lodged in hotels, was not an appropriate vehicle.
- “Clean my Street” app – decided that Town Projects Manager should investigate and report back to the committee

E 19/18 TOWN ACTION PLAN

To initiate the preparation of a third Town Action Plan to cover the years 2020 to 2024.

There were no bullet points submitted by Members for consideration in relation to items for possible inclusion in the third Town Action Plan.

To agree a date and format for a public meeting one evening in September 2019. Suggestions for “Sticky Note” meetings at the Hailey Centre on Saturday morning 05 October and Wednesday evening 16 October.

E 19/19 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas.

- New resident’s welcome pack

Meeting Closed at 20:45

SAWBRIDGEWORTH TOWN COUNCIL

ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

Minutes

of the meeting of the Economic Development and Sawbridgeworth Town Action Plan Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20:00 on **Monday 11 November 2019**.

Those present

Cllr Angela Alder

Cllr David Royle

In attendance:

2 members of the public

R Bowran – Town Clerk

J Sargent – Town Projects Manager

E 19/20 APOLOGIES FOR ABSENCE

Apologies for absence received from Cllr Burmicz – conflicting engagement.

Cllrs R Buckmaster, Jones and Patel were absent at 20:00 and the meeting was declared inquorate.

Other Members subsequently arrived and an informal discussion took place.