

# SAWBRIDGEWORTH TOWN COUNCIL

## ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

### Minutes

of the meeting of the Economic Development and STAP Committee held at, Sayesbury Manor, Bell Street, Sawbridgeworth at 20.00 on Monday 17<sup>th</sup> January 2022.

#### Those present

Cllr A Alder

Cllr R Buckmaster

Cllr A Furnace

In attendance:

Christopher Hunt – Town Clerk

J Sargant – Town Projects Manager

Cllr N Parsad

Cllr David Royle

*Cllr G Rattey – ex officio*

#### E 21/34 APOLOGIES FOR ABSENCE

Cllr D Patel

*[Prop Cllr A Alder, Secd R Buckmaster]*

#### E 21/35 PUBLIC FORUM

There were no members of the public present at the Economic Development and STAP Committee.

#### E 21/36 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

#### E 21/37 MINUTES

**Resolved:** To approve as a correct record the minutes of the Committee Meeting held on 15<sup>th</sup> November 2021 (E03)

*[Prop Cllr A Alder, Secd R Buckmaster]*

Matters arising Cllr R Buckmaster requested all meetings to be sent as a calendar invite to remind everyone of upcoming dates. The Clerk agreed that this could be completed for future meetings.

#### E 21/38 TOWN GREEN WORKING PARTY

Updates:

- Clerk updated that Cllr R Buckmaster, the projects manager Joanne Sargant and he had met and progressed matters to formulate a questionnaire via SurveyMonkey for ideas on the development of the area, this will be taken forward to the working group for progression.
- Joanne Sargant and Cllr R Buckmaster confirmed that 8 questions had been organised for comment by the working group and then to be sent out prior to the school half term starting on the 14<sup>th</sup> February 2022
- Cllr Alder requested that hard copy surveys be completed for those not using the internet which Joanne Sargant said would be done through shops, SawboBus, the library. If time allows people walking near to the Town Park could be requested to complete the survey to ensure personal views are received from local people.

- Cllr Furnace raised the Sustainable Sawbridgeworth group were promoting a gardening and growing initiative and have a Zoom meeting at 7:30pm on the 25<sup>th</sup> January with speakers from neighbouring areas who have completed similar projects. At this meeting it could be suggested an area in Town Green could be used for the gardening and growing initiative.

#### **E21/39 TOWN MARKET AND BRANDING**

Updates:

- Town Projects Manager will be launching the market between March 30<sup>th</sup> to April 6<sup>th</sup> and is completing research to be able to do this.
- Two boxes of reusable shopping bags to promote local retail form the 'Big Wave' initiative had been received and will be used to give away to customers attending the market when it starts. The project has money left for local initiatives and the Projects Manager will apply for funding for small projects around the town.

#### **E21/40 TOWN ACTION PLAN**

Updates:

- Cllr Parsad reported that he had met with the Clerk and a further meeting was planned to move the project forward. The Town Green will be added as a separate item due to the size of the project and information requested from councillors and staff will collated and key themes identified.
- Cllr R Buckmaster requested that the library be mentioned in the town plan, Cllr Parsad agreed this could is on the plan and will be highlighted in the revised plan.
- Cllr E Buckmaster updated has received the specifications for a new library. These plans are now to be assessed to decide if it is feasible to develop the current library.

#### **E21/41 COUNCILLOR ENGAGEMENT**

Updates:

- Clerk reported that the 'Coffee with a Cop' was currently suspended due to the Covid situation and when this starts back up he would inform the councillors as it is a great vehicle for partnership work and engagement. Cllr Furnace and Parsad suggested that the Town Green and Action Plan can be promoted at these meetings
- Cllr Alder requested thanks to the Clerk be minuted for the Clerks Corner report in the Flyer which had now been recognised by other towns who were now using the format to complete local reports to the community.

#### **E21/42 FUNDING OPPORTUNITIES**

Updates:

- The Clerk updated that the National Lottery application for SawboBus had reached a second stage and he will have a telephone interview with the assessors soon.

- The Clerk thanked Cllr Alder for the donation towards SawboBus from the Sawbridgeworth Trust which has been raised from one thousand pounds to two thousand pounds due to the funding loss.

**E21/43 ITEMS FOR FUTURE AGENDAS**

Nothing raised.

Meeting Closed at 20.24