

SAWBRIDGEWORTH TOWN COUNCIL

FINANCE, POLICY and ECONOMIC DEVELOPMENT COMMITTEE

Minutes

of the meeting of the Finance and Policy Committee held at the Chamber, Sayesbury Manor, Bell Street, Sawbridgeworth at 8:30pm on **Monday 13th June 2022**.

Those present

Cllr Angela Alder

Cllr Nathan Parsad

Cllr Eric Buckmaster

Cllr John Rider

Cllr Ruth Buckmaster

Cllr David Royle

In attendance:

Christopher Hunt - Town Clerk

F 22/01 ELECTION OF CHAIRMAN

Cllr E Buckmaster was elected Chairman of the Committee for the year 2022/23. *[prop Cllr A Alder; secd Cllr Parsad]*

F 22/02 ELECTION OF VICE CHAIRMAN

Cllr Parsad was elected Vice Chairman of the Committee for the year 2022/23. *[prop Cllr R Buckmaster; secd Cllr A Alder]*

F 22/03 APOLOGIES FOR ABSENCE

There were none.

F 22/04 DECLARATIONS OF INTEREST

There were no Declarations of Interest by Members

F 22/05 MINUTES

To approve as a correct record the minutes of the Finance and Policy Committee held on 11th April 2022 (F04) Cllr Alder pointed out a typing error in regards to the number of Ranger applications as it read 2 and should state 4. This was corrected.

[prop Cllr Alder; secd Cllr R Buckmaster]

To approve as a correct record the minutes of the Economic Development and STAP Committee held on 14th March 2022 (E05)

[prop Cllr Parsad secd Cllr Alder]

F 22/06 STAFF MATTERS

To consider any matters relating to members of staff.

- HR and H&S support has now moved over to Citation and has been a positive move with better support and a money saving from the previous supplier.

F 22/07 FINANCE MATTERS

To consider any matters relating to the finances and year end arrangements of the Council

- To advise members of the visit of the Internal Auditor on 8th June 2022.
 - The internal auditor report had been received and was circulated in hard copy to members at the meeting. The Internal Audit was good and the Clerk wanted it recorded his thanks for the excellent work by Mrs Dale, the internal auditor would now complete the necessary page of the AGAR in preparation for full council on the 27th June 2022.

- To advise members of the arrangements for External Audit by PKF Littlejohn.
 - Plan to keep to the traditional timetable and get approval at the full council meeting on 27th June 2022, following adoption, this will be posted off to PKF Littlejohn by special delivery to arrive before their deadline date.
- To advise members of the draft Annual Return for 2021/22.
 - Members agreed with the draft copy that had been circulated, members agreed that the AGAR be presented for adoption to full council.

F 22/08 TOWN MARKET

The Clerk explained the project had stalled due to other work impacts and will be back on track when the Town Project Manager returns from leave.

Question

- Cllr Royle asked if the council are supplying a community stall, the Clerk stated it would be a good platform for councillor engagement and share information.
- Cllr R Buckmaster asked if charity stalls could be considered as previously, they were given an option to set up food and drink stalls to raise money. The Clerk will liaise with the Projects Manager.

ACTION – members wanted a date set to start of the market, the Clerk will liaise with the Project manager to complete this action.

F22/09 POLICY MATTERS

To consider any matters relating to policies for the future development of Town Council services to the community.
Energy providers update from the Clerk as EDF had pulled out of the contract for 2023/2024 and another provider was being sought but the current situation was difficult.

F22/10 GREATER ANGLIA STATION ADOPTION SCHEME

Cllr Angus Wyatt explained the project and that no cost was levelled with at the Town Council and funding would be from Greater Anglia and local sponsors to ensure safety, cleanliness and make the station welcoming and assist in steering people into the town to use local businesses. It will have a positive impact on sustainable travel, involve local groups and schools

Cllr Rider wanted it recognised the good work the current staff complete at the station as could be seen over the Jubilee weekend.

Resolved, Project to be proposed to full council
[prop Cllr Parsad secd Cllr Alder]

F 21/11 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas.

Cllr Alder requested a future agenda item was placed for engagement with the new residents and local agencies and support groups.

Meeting Closed at 9:05pm