

# SAWBRIDGECWORTH TOWN COUNCIL

## MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 7.30 pm on **Monday 27 June 2016**.

### Those present

Cllr Sotirios Adamopoulos	Cllr Pat Coysten
Cllr Angela Alder	Cllr Don Hall
Cllr Eric Buckmaster	Cllr David Royle
Cllr Ruth Buckmaster	Cllr Mike Shaw
Cllr John Burmicz	

### In attendance:

Cty Cllr Roger Beeching	R Bowran - Town Clerk
Joanne Sargant – Projects Manager	Lisa Dale – Admin Officer

Welcome by the Mayor, prayers were read by Cllr Pat Coysten

### 16/26 APOLOGIES FOR ABSENCE

Apologies were received from:  
Cllr Heather Riches – on holiday  
Cllr Tom Reeks - on holiday  
Cllr Will Mortimer was Absent.

### 16/27 DECLARATIONS OF PECUNIARY INTEREST

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

### 16/28 PUBLIC FORUM

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

### 16/29 MINUTES

**Resolved:** To approve, with the amendment noted below, as a correct record the minutes of the Annual Meeting of the Council held on 23 May 2016 (M01) [*prop Cllr Alder; secd Cllr R Buckmaster*]

To attend to any matters arising from these Minutes.  
Cllr R Buckmaster noted that the meeting scheduled for 29 May 2017 was a Bank Holiday and it was agreed to reschedule the meeting to 30 May 2017.

### 16/30 PLANNING COMMITTEE

**Received and Noted:** The minutes of the Planning Committee Meeting held on:  
06 June 2016 (P01)

### 16/31 FINANCE & POLICY COMMITTEE

**Received and Noted:** The minutes of the Finance & Policy Committee Meeting held on:  
06 June 2016 (F01)

**Minute F16/08. Resolved:** to Adopt the recommendation to Council that Clerk should proceed with the purchase of the Lordship of the Manor at a vired cost of £13,500. *[prop Cllr Alder; secd Cllr Burmicz]*

**16/32 ANNUAL ACCOUNTS AND ANNUAL RETURN 2015/16**

1. **Resolved:** To approve and sign the Annual Governance Statement *[prop Cllr E Buckmaster; secd Cllr Alder]*
2. **Resolved:** To approve the Annual Return for 2015/16 *[prop Cllr Coysten; secd Cllr R Buckmaster]*
3. **Noted:** Adoption of the recommendations of the Internal Auditor.

**16/33 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

To receive Mayor's appointments and communications

Correspondence:

- British Legion receipt of Poppy Appeal collection
- Letter of thanks from Anne Thomas, Citizen of the Year 2016

Attended:

- Bishops Water Aid appeal at the Hailey Centre
- Dementia Training
- Meeting at St Elizabeth's
- Mandeville school sustainable journeys
- Assembly at Mandeville school
- Manor of Groves support for St Elizabeth's
- Rotary Clubs Stort walk
- Pishiobury Park Walk

Answered questions on progress on reports into air quality, report from EHDC expected soon.

**16/34 REPRESENTATIVES REPORTS**

To receive representatives reports from:

- County Councillor Roger Beeching was thanked for his influence on resolving the flooding issue especially at parsonage Lane. He reported:
  - Herts CC says nothing changes as a result of BREXIT.
  - Extra grass cutting this year as a result of weather conditions.
  - Commented on travel issues as a result of anticipated growth of Herts population from 1.1m to 1.5m over the next 35 years.
- District Councillor Angela Alder reported attending:
  - Final Task & Finish group meeting
  - District Planning Executive panel
  - Chairs of Scrutiny Committees
  - Corporate Business Scrutiny
  - Circle Anglia Housing
  - Development management Control
  - Health and Wellbeing Cttee – as Chairman
  - Audit & Governance Cttee. Agree draft statements of accounts.



### **Consultee on all matters relevant to the town**

- Consultation on proposed Junction 7a on M11.

### **Financial Accounting System**

- Additional training took place 01 & 02 June; internal audit 03 June

### **Fly Posting**

- Continued surveillance and unauthorised advertising removed.

### **Hertfordshire Highways**

- A1184 resurfacing postponed to week commencing 06 June.
- Sign cleaning, footpaths clearance and gardening works carried out.

### **Neighbourhood Plan**

- No current activity

### **Lordship of the Manor**

- Further intelligence received.

### **Planning Matters (acting as a consultee)**

- 12 Applications considered in 2016/17.

### **Projects**

- Bell Street Conveniences; Specification due for scrutiny by **13 May** (*sic*).
- Town Green; no further activity. Task & Finish group proposed.
- Library; No further action at the moment.
- War Memorial Repair. Task & Finish group established. Faculty applied for.

### **Publicity/Information:**

- Contributions being made to Sawbridgeworth Flyer and CM21 magazine

### **Rivers Orchard**

- Draft lease agreement received from Deville Estates Ltd

### **Town Action Plan**

- The F&P committee have directed that on-going scrutiny be addressed by a summary in the Clerk's report.

## **Sawbridgeworth Town Action Plan 2006-2020**

### **The Five Key Issues**

#### **Traffic Management (including Parking)**

#### **How do we solve the problems of increasing traffic and the lack of parking?**

- Future dialogue with EHDC over future parking policy.
- Develop "Shared Spaces" philosophy
- Dialogue with schools on "Walk to School" initiative
- Development/Expansion of Sawbobus service

#### **Amenities & Facilities**

#### **How do we ensure these are best provided for the community?**

- Continued maintenance and care for existing facilities
- Negotiations with EHDC on refurbishment of Bell Street conveniences

#### **Housing & Planning**

#### **How do we make sure housing is best suited and the infrastructure is catered for?**

- Dialogue with potential developers
- Dialogue with EHDC and District Planners
- Consider producing a Neighbourhood Plan

#### **Economic Vibrancy**

#### **How do we re-invigorate the town centre and bring people to the town?**

- Set up dialogue with retailers and businesses
- Re-examine retailers opposition to farmers markets

#### **Open Spaces**

#### **How do we best plan and care for our open spaces?**

- Develop ideas for Town Green
- Develop ways and means to use Fair Green

## **16/36 TOWN PROJECT MANAGER'S REPORT**

On **Friday 20<sup>th</sup> May 2016** this year's **Annual Civic Awards** went to Anne Thomas for Citizen of the Year and Athena Farley- Stamadiades for Young Citizen of the Year. Two Highly Commended awards were also given to Kirsty Sperrin and Tim Rossiter. The Presentation of a cheque for £6,173.70 was presented by the Mayor, Cllr Eric Buckmaster to Sawbridgeworth & High Wych Girl Guiding.

**Sunday 12<sup>th</sup> June 2016** – Fun on the Field, year 3. ~ rated a success and £400 given to the canine charity. Format will be changed for year 4.

**Thursday 30 June** – Attended with the Clerk a Somme memorial service at Westminster Abbey.

#### ***Future Dates for the diary***

**Friday 1st July 2016** – 7.20am – Whistle for the Somme.

**Sunday 17<sup>th</sup> July 2016** – Civic Service at 3pm Great St Mary's Church

**Saturday 19<sup>th</sup> November** – Lights of Love, Isabel Hospice Service in Bakers Walk at 4pm

**Saturday 26<sup>th</sup> November 2016** – Christmas Lights Festival. So far the change from the traditional Friday evening to a Saturday event has been well received. I have already had notification from the PTA Chair at F&B that they will continue with their Friday night Christmas Fayre, and I have heard that the Memorial Hall will not be putting on a Food Festival at all this year, of course these notifications are subject to change.

**Friday 19<sup>th</sup> May 2017** - Annual Civic Awards

#### ***Mayors Events 2016-2017 – Charity of the Year St Elizabeth's, Much Hadham***

Saturday 01 October – Quiz Night at Bullfields

Thursday 02 February – Round the World Progressive Dinner

Saturday 04 March – Variety & Tribute Show at the Memorial Hall

Saturday 29 April – Civic Dinner at the Memorial Hall

**Events for noting:**

26 September – walk to school week  
MOOVE week in 2017

**16/37 CONSULTATION ON PROPOSED JUNCTION 7A ON M11**

To consider a response by the Town Council to the Public Consultation on the construction of Junction 7A on the M11 to link to new developments in Harlow.

Cllrs Beeching and E Buckmaster have received a presentation. EHDC supports the proposal on the basis of reducing congestion, improving air quality and improving accessibility.

Agreed that the Town Council would concur with this response.

**16/38 DEPOSIT & CONSULTATION DOCUMENTS**

To note receipt of any Documents for Noting and Consultation

- Consultation on the proposed closure of a pedestrian crossing near Tednambury Farm (response by 15 July 2016). Mayor asked that interested parties such as U3A, Scouts, ATC, and ramblers be made aware of the proposal.
- Consultation on revised Strategic Land Availability Assessment (response by 22 July 2016) EHDC link is quoted as being at: [maps.eastherts.gov.uk/slaa](http://maps.eastherts.gov.uk/slaa). Agreed that Clerk should respond with the current views of the council and the people of the town.

**16/39 FINANCIAL REPORT**

**Noted:** The current Financial Report

**16/40 ACCOUNTS FOR PAYMENT**

**Noted and Approved:** Accounts for payment

Meeting closed at 20:44

The next meeting of the Town Council will be held at 7.30 pm on Monday 25 July 2016 in the Council Chamber at Sayesbury Manor, Bell Street Sawbridgeworth