

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 7:00pm in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 30th June 2025**.

Those present

Cllr Eric Buckmaster
Cllr Ruth Buckmaster
Cllr Salvatore Pagdades
Cllr Angus Parsad - Wyatt

Cllr Nathan Parsad - Wyatt
Cllr Simon Penney
Cllr Greg Rattey
Cllr Steve Smith

In attendance:

3 x members of the public

Welcome by the Town Mayor followed by thought for the day from
Cllr Angus Parsad-Wyatt

25/25 APOLOGIES FOR ABSENCE

Cllr Annelise Furnace, Cllr Dawn Newell, Cllr John Rider, Cllr Reece Smith.

Approved [Prop Cllr Angus Parsad-Wyatt; sec'd Cllr Steve Smith]

25/26 DECLARATIONS OF PECUNIARY INTEREST

None declared.

25/27 PUBLIC FORUM

Questions

We would like to ask the Town Council to reconsider improving signage as follows:

- Replacing the 'Sports Ground' sign at Springhall Road with one reading 'Tennis Club'.
- Replacing the 'Sports Ground' sign at the entrance to Bell Street car park with one reading 'Bowls and Cricket Clubs'.
- Adding new signs within the car park directing people to the Bowls and Cricket Clubs.

Cllr Eric Buckmaster highlighted the possibility of section 106 monies becoming available as the Sawb 4 development is progressed.

Cllr Simon Penney echoed this and stated the Clerk will be trying to arrange a meeting with Jackie Bruce, the East Herts District Council 106 officer.

Cllr Angus Parsad-Wyatt challenged the wording to the written question and stated the Council did support local groups but would find this difficult on a purely funding basis. The Council will continue to support where they can.

This was challenged by the member of public as they stated the wording of the question was taken from the minutes of the meeting whereby this funding was rejected.

Resolved: To approve as a correct record the minutes of the Annual Meeting of the town council held on 19th May 2025 (M01)

[prop Cllr Greg Rattey; sec'd Cllr Nathan Parsad-Wyatt]

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

Action	Owner	Update
To write to Section 106 officer to explore if funding can be reviewed due to the delay in the development.	Clerk	Email sent 21st May 2025 to Jackie Bruce 106 officer who responded, <i>"The Section 106 contribution amounts and designated uses were agreed back in 2020 when the planning application was approved at the Planning Committee on 09/09/2020 (subject to the S106 Agreement being signed), and the unfortunately due to probate issues the planning app and S106 were not officially granted until 16/05/2025"</i> <i>Therefore, the total S106 contribution amounts and uses are as listed below as they were agreed back in 2020 and I cannot change them:</i> <i>• Recycling and refuse Container Provision for new residents £10,174</i> <i>• Sports hall Contribution to Leventhorpe Leisure Centre and/or Grange Paddocks Leisure Centre £79,823</i> <i>• Swimming pool contribution £85,183 to Leventhorpe Leisure Centre and/or Grange Paddocks Leisure Centre.</i> <i>• Health and Fitness Contribution £32,667 to Leventhorpe Leisure Centre and or Grange Paddocks Leisure Centre.</i> <i>• Community Buildings Contribution £69,243 to the Bullfields Centre.</i> <i>• Playing Pitches contribution £17,421 to Sawbridgeworth Town FC</i> <i>However, the S106 Agreement has the additional wording "and/or alternative provision serving the development as agreed between the Owners and the Council in writing" so we do have some flexibility going forward.</i>
To write to HCC regarding if a suitable gritting vehicle had been purchased for Sawbridgeworth roads as the current vehicles are too big	Clerk	Email sent 22nd May to Ross Bevan who responded <i>"Bell Street and a handful of other similar locations remain on the agenda for us to try and solve."</i>

- 25/29 PLANNING COMMITTEE**
Received and noted: the minutes of the planning committee held on 19th May 2025 (P01)
Received and noted: the draft minutes of the planning committee held on 9th June 2025 (P02)
- 25/30 FINANCE, POLICY and ECONOMIC DEVELOPMENT COMMITTEE**
Received and noted: the draft minutes of the Finance, Policy and Economic Development Committee held on 9th June 2025 (F01)
- 25/31 TOWN CLERK REPORT**
Received and noted: the clerk's report for the month of June 2025.
- 25/32 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024-25**
 1. **Noted:** the report of the Internal Auditor for the financial year 2024-25
 2. **Resolved:** to approve and sign the Annual Governance Statement, 2024/2025.
[prop Cllr Nathan Parsad-Wyatt, secd Cllr Ruth Buckmaster]
 3. **Resolved:** to approve and sign the Annual Return for 2024/25.
[prop Cllr Nathan Parsad-Wyatt; secd Cllr Ruth Buckmaster]
- 25/33 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
 To receive new Mayor's appointments and communications
 Cllr Salvatore Pagdades advised he had attended the following:
- Grt St Marys Church where The *Reverend Canon Robert* Riley-Braleley was licensed as Associate Minister of Sawbridgeworth.
 - River Day
 - Bishops Stortford ArtVibe event showcasing local artists
 - Town Twinning event with Moosburg representatives who presented the Mayor with a crested inspection chamber cover, the Sawbridgeworth Community Choir were also present.
 - Cross border police operation with Herts and Essex officers
 - Buntingford Civic Reception with the High Sherrif in attendance.
- 25/34 REPRESENTATIVES REPORTS**
Received and noted: Representatives reports from:
- County Councillor E Buckmaster additionally added;
 - The County Council is marketing the whole of County Hall for sale. There is some opposition to this due to the estimated £1 million cost of temporary accommodation and the ongoing need for facilities following the development of the unitary council. As Hertford is the County Town, some County Councillors have expressed a desire to retain a County Council presence in the town moving forward.
 - Anti-social behaviour (ASB) signage has been funded for local officers.
 - Maintenance of Great St Mary's Churchyard is now the responsibility of East Herts District Council (EHDC).
 - Footpath 9 has now been resurfaced.
 - New residents' bins are being delivered. Some confusion has arisen among residents in flats, as their collection schedule differs from that of residents in houses.

- The Department for Education (DfE) is appointing regional colleges specialising in construction. A discussion was held with councillors, and it was agreed that the Clerk would write to the project manager at Harlow College in support of this development, as it would benefit the town and the wider area by helping young people develop valuable skills.

ACTION Clerk to write to Gary Salisbury at Harlow College offering support on behalf of Sawbridgeworth Town Council for the development of the colleges specialism in construction for students.

- Cllr Ruth Buckmaster, updated that the last East Herts Council Development Management Committee (DMC) had been cancelled.
- Cllr Angus Parsad-Wyatt, updated on the Community Governance Review (CGR) which is a process that allows local councils to evaluate and adjust the governance structures of town and parish councils, ensuring they effectively represent and serve their communities. All representations were listened to at the working group meeting he attended last Thursday with recommendations from the EHDC working party being released this Thursday 3rd July 2025.
- Herts police, PC Shelly Marshall submitted a report detailing the results of the cross border operation with Essex officers which was also attended by the Mayor.
- Cllr Ruth Buckmaster updated RHSC will be holding its AGM on the 10th July 2025.
- Cllr Simon Penney, reported that he had a meeting with Mr David Royle and the Clerk prior to this meeting to discuss 106 monies and the Clerk had agreed to arrange a meeting with the EHDC 106 officer to explore how funding for the town may be gained.
He wanted his thanks recorded for the commitment to the towns football club from Steve Day who is stepping down after 43 years of volunteering.
- Cllr Steve Smith, updated the meeting on the Hailey Centre progress in the upgrades they have planned. Due to funding issues these were to be broken down into two phases with the most urgent upgrades being completed in phase 1.

ACTION – Clerk to set up a meeting regarding section 106 funding with Cllr Simon Penney and the EHDC 106 officer.

25/35

TOWN PROJECTS MANAGER REPORT

Due to an urgent leave request from the project manager no update was given at this meeting.

25/36

ANNUAL TOWN MEETING DATE

Resolved the date for the 2026 Annual Town Meeting set as 20th April.
[prop Cllr Nathan Parsad-Wyatt; secd Cllr Ruth Buckmaster]

ACTION – Clerk to update and circulate new calendar date for the ATM 2026

25/37

REDUCING THE COUNCILS CARBON FOOTPRINT

Cllr Annelise Furnace report was noted in her absence.

25/38

FINANCIAL REPORT

Noted: The current Financial Report

25/39

ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment.

24/40

ITEMS FOR FUTURE AGENDAS

Nothing was raised.

Meeting ended at 7:41pm

<i>Action</i>	<i>Owner</i>	<i>Update</i>
Clerk to write to Gary Salisbury at Harlow College offering support on behalf of Sawbridgeworth Town Council for the development of the colleges specialism in construction for students.	Clerk	Email sent 1 st July 2025 and thanks sent from Gary Salisbury for the councils quick response and support for the project.
Clerk to update and circulate new calendar date for the ATM 2026	Clerk	Updated meeting calendar/schedule emailed to all Cllrs and Staff 1 st July 2025.
Clerk to set up a meeting regarding section 106 funding with Cllr Simon Penney and the EHDC 106 officer.	Clerk	Email sent to Jackie Bruce 1 st July 2025 requesting a meeting, waiting on a response

Signed.....

Date.....