

# SAWBRIDGEGWORTH TOWN COUNCIL

## MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 7:30pm in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 31<sup>st</sup> October 2022.**

### Those present

Cllr Angela Alder	Cllr Nathan Parsad
Cllr Eric Buckmaster	Cllr Greg Rattey
Cllr Ruth Buckmaster	Cllr John Rider
Cllr Craig Chester	Cllr Reece Smith
Cllr Annelise Furnace	Cllr Angus Wyatt
Cllr Fred Parr	

### In attendance:

Christopher Hunt - Town Clerk	Chris Carter Bishop's Stortford Independent
Joanne Sargent – Events Manager	1 x member of the public

Welcome by the Town Mayor followed by a prayer from Cllr Angela Alder.

### 22/83 APOLOGIES FOR ABSENCE

Cllr John Burmicz – apologies accepted by members vote

### 22/84 DECLARATIONS OF PECUNIARY INTEREST

Declarations of Pecuniary Interests.  
None declared

### 22/85 MINUTES

**Resolved:** To approve as a correct record the minutes of the Meeting of the town council held on 26th September 2022 (M04)  
*[prop Cllr A Alder; secd Cllr A Wyatt]*

Cllr Furnace asked if progress had been made on webcasting meetings and the cost of living crises to support residents.

- The Clerk had explored the webcasting idea and it was found no other Town or Parish councils were covering meetings this way and it was agreed no further action was needed due to the high cost of equipment needed.
- The Clerk agreed to place the cost of living crises on the agenda for future meetings now the weather was due to change and more information was available via Cllr E Buckmaster with County initiatives available for local residents.

### 22/86 PLANNING COMMITTEE

**Received and noted:** the minutes of the Planning Committee held on 26<sup>th</sup> September 2022 (P06)

**Received and noted:** the draft minutes of the Planning Committee cancelled following the death of Queen Elizabeth II on 17th October 2022 (P07)

### 22/87 PUBLIC FORUM

To receive representations from members of the public on matters within the

remit of the Town Council.

Mr Royle presented a picture to the Mayor from the Mayor of Bry-sur-Marne, the French town twinned with Sawbridgeworth.

Mr Royle asked, what were the success criteria for the Community Connections event and were their plans to make this an annual event.

- The Clerk explained the first day, Friday 30<sup>th</sup> September was an excellent networking opportunity and that this was echoed by all those in attendance, the following day the footfall increased and the feedback from the stall holders and members of the public was positive. Due to this it will be an annual event for the Town.

Mr Royle noted that plans were being made to increase and update the current CCTV and did this include ANPR.

- The Clerk responded to highlight that the CCTV in the town and on the building needed to be upgraded and expansion was in the plans. ANPR would be costly and at this stage may be prohibitive due to the financial constraints that may need to be applied for next year's budget.

Mr Royle asked, is there an update on refurbishing the library.

- Cllr E Buckmaster stated that he capital costs of projects are increasing and it may be for the library service itself to look for a 'fit for purpose' location. This issue may have to wait but ideally the library could be on one floor in a shop front location but he will monitor.
- Cllr Rider asked if Cllr E Buckmaster could ask for the library representatives to speak to the trustees for the Memorial Hall to look at assisting the library. Cllr E Buckmaster stated the projected costs in the partnership at the location was prohibitive at this time.

**22/88**

**TOWN ACTION PLAN and AMENITIES COMMITTEE**

***Received and noted:*** the draft minutes of the Town Action Plan and Amenities Committee on 18<sup>th</sup> October (A02)

**22/89**

**MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

To receive new Mayor's appointments and communications:

- Promoted shops and business – this has raised awareness of businesses in the town
- Attended the Community Connections event
- Present at the Town Walk
- Completed a radio interview for the BBC
- Attended the 10<sup>th</sup> anniversary of a shop, GillyB furnishing
- Attended the Dunmow Civic Service
- Wrote the article for the Flyer
- Attended Southmill arts centre for the celebrations of a cancer charity called Humming Bird
- Met with the Mayor of Bishops Stortford and attended his quiz night
- Attended to a homeless lady and wanted thanks to be noted for the landlord of the Gate PH Tony Kavanagh who assisted.

**22/90**

**GREAT ST MARY'S CHURCH CHURCHYARD MAINTENANCE TRANSFER**

***Resolved:*** members accepted the grounds for the closure of the burial ground at the Church.

*[prop Cllr Parsad; secd Cllr Alder]*

**REPRESENTATIVES REPORTS**

**Received and noted:** Representatives reports from:

- County Councillor E Buckmaster
  - Your tree our future project, 10,000 trees were funded for residents by the County Council this year increasing to 100,000 over four years. 7,000 were claimed by East Herts residents.
  - Air quality – Sawbridgeworth is one of the several air quality management areas, there will be a communication campaign and other work to highlight pollution issues with sensors to record and several strands to work towards reducing high levels.
    - Cllr Furnace asked if sensors were being placed in Sawbridgeworth, Cllr E Buckmaster stated he will explore this.
    - Cllr Wyatt enquired about winter gritting and the preparations for our roads and pavements to be treated. The Clerk stated he had salt reserves at the Cemetery for handing out to members of the public or community groups. He would not ask staff to treat pavements due to the risks and potential liability this may generate as the land should be treated by East Herts or County. Cllr E Buckmaster stated salt is available for groups and salt bins are being added to in the town.
    - Cllr Furnace asked where the wild flower meadow in Vantorts was going to be situated and raised awareness for the Stansted Abbots arts project at it rail station. Cllr E Buckmaster stated he wasn't sure exactly where and when the flower meadow will be sited. Cllr Wyatt stated he was aware of the Stansted Abbots arts project and will be looking at this for inspiration for Sawbridgeworth train station.
    - Cllr Alder asked if gritters were entering unadopted roads, Cllr E Buckmaster didn't think they will be visited by gritters and salt would be available for members of the public at these locations to spread themselves. Cllr Parr stated he lives in a private road and a local resident salts the roads there in the winter.
- District Councillor Cllr A Alder – referred to her report and no further questions followed.
- District Councillor Cllr R Buckmaster – updated that Sawb 3 development had had a variation on the buffer zone application to change condition 2.
- Hertfordshire Police did not submit a report but sent apologies due to their commitment to Halloween patrols at the time of the meeting. Cllr Parr stated that a neighbours car had been damaged and CCTV captured the offence but the police stated the CCTV was not evidence as they did not have any signage displayed that CCTV was recording. The Clerk stated this was not correct and this would apply to commercial premises in regards to protocols to be followed when placing CCTV cameras.
- Councillor R Buckmaster – referred to her report and they were trying to recruit a SYPRC treasurer, apple day was held with a great success and the library will be holding a chat and warm place on Monday and Wednesday at 10:30 – 4:30.
- Councillor Furnace mentioned the travel challenge week and the town walk which saw a rise in sustainable travel to school with concrete data being produced between an 8% to 17% increase. Sustainable Sawbridgeworth were arranging events such as tidy up

Sawbridgeworth, repair café and a thermal imaging camera being used to identify hotspots in homes showing heat loss.

- Councillor Alder updated on the Hayley Centre and the bereavement café was being held twice per month and was a success.
- Cllr Rider attended the memorial Hall AGM on behalf of the Council, the committee at the hall were doing some great work for the community and will continue to attend meetings there.

**22/92 TOWN CLERK REPORT**

Town Clerk updated on

- Staff appraisals have been completed.
- A new bus driver started this week.
- English lessons for Ukraine guests had started again in the chamber.
- First budget meeting had been held.
- Black Parents assembly presentation for Black history month attended and many families were met.
- All allotment sites have been visited with the allotments manager to plan for the winter maintenance programme.

Cllr Parr asked if the Co-op will be taking over from Budgens for sponsorship of the bus. The Clerk confirmed this was in hand.

**22/93 TOWN EVENTS MANAGER REPORT**

- Planning for remembrance Sunday is taking place and asked for all councillors to attend.
- The Christmas lights event has been moved to a Sunday which made it easier to manage the vehicles movements improving safety with many shops being closed. The event detail was explained to councillors.
  - Cllr Parsad asked if shops will be opening due to the event taking place, it is believed this will be the case.
  - Cllr R Buckmaster asked why the event was on the first weekend in December rather than last weekend in November, this is due to the clash with the full town council meeting and the chamber needing to be cleared ready for this.
  - Cllr Rider asked about the market, it was explained that stall holders were not easy to find and a date was to be set in the new year and if this date does not launch a market then it should be assessed again as a project that may not work in the town.

**22/94 UKRAINE SITUATION REPORT**

Cllr Parsad thank Mr Royle for producing the report.

Mr Royle raised the point of the recent bombing of infrastructure in Ukraine and guests in the UK are being asked to remain until spring due to this.

He also raised the need to raise money to support Ukraine families.

Cllr Parsad could this be part of the Christmas event to raise money and

**ACTION** Town events manager to ask Gary Hanson to explore the possibility for volunteers to collect money.

**22/95 FINANCIAL REPORT**

Noted: The current Financial Report

**22/96**

**ACCOUNTS FOR PAYMENT**

Noted: the accounts for payment.

**22/97**

**ITEMS FOR FUTURE AGENDAS**

To note any items for future agendas.

Cllr Furnace wanted to raise an item not for the agenda but the requirement to respond to The Countryside Management Service who are developing a Greenspace Action Plan (GAP) for Pishiobury Park in Sawbridgeworth. Councillors were encouraged to send in any comments to both Cllr Furnace and the Clerk for collation prior to the deadline of the 11<sup>th</sup> November 2022.

Meeting Closed 8:28pm