

Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth
Hertfordshire CM21 9AN
Tel: 01279 724537



MAYOR
Cllr Ruth Buckmaster

e-mail: info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk

TOWN CLERK
Christopher Hunt

Cllrs E Buckmaster; R Buckmaster;
Furnace; Newell; Pagdades; A Parsad-Wyatt; N Parsad-Wyatt; Rattey; Rider; R
Smith; S Smith

MEETING OF THE TOWN COUNCIL

You are summoned to attend the meeting of the town council to be held at Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 20th November 2023** commencing at 7:30pm to transact the business set out in the agenda below.

Town Clerk
13rd November 2023

AGENDA

Welcome by the Town Mayor followed by Thought for the Day.

23/89

APOLOGIES FOR ABSENCE

[👏]

To receive any apologies for absence

23/90

DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Pecuniary Interest by Members

23/91

MINUTES

[📄] [👏]

To approve as a correct record the minutes of the Meeting of the town council held on 30th October 2023 (M05) *[Attached Appendix A]*

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

Owner	Action	Completed
Clerk	To add a resolution in the next agenda of the Full Town Council Meeting to adopt the Town Action Plan 2023-2027.	Added to this agenda
Sawbobus manager	To request the drivers of the Sawbobus to switch off the engine when not required,	Drivers briefed
Cemetery Manager	To place no idling signs at the cemetery	This action has been considered and not seen as an issue, visitors and families

		attending ceremonies see drivers switching off engines to reduce noise.
Clerk / Cllr Furnace	Sawbridgeworth Town Council with Sustainable Sawbridgeworth to raise awareness regarding food waste and to utilise material available on the County Council website	Waste aware link added to Town Council website

23/92

PLANNING COMMITTEE

[📄]

To receive and note the minutes of the Planning Committee held on 30th October 2023 (P09) *[Attached Appendix B]*

[📄]

To receive and note the draft minutes of the Planning Committee held on 13th November 2023 (P10) *[Attached Appendix B]*

23/93

PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Town Council.

23/94

MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive mayor's appointments and communications

23/95

REPRESENTATIVES REPORTS

[📄]

To receive representatives reports from:

- County Councillor
- District Councillors
- Hertfordshire Police
- Other Representatives
 - Cllr R Buckmaster
 - Cllr A Furnace, Eco Representative

[📄]

[Attached Appendix C]

23/96

TOWN CLERK REPORT

[📄]

To receive and note clerk's report for the month of November 2023.
[Attached Appendix D]

23/97

TOWN PROJECT MANAGERS REPORT

[📄]

To receive the Town Project Managers report for the month of November 2023
[Attached Appendix E]

23/98

TOWN ACTION PLAN

[📄][👉]

To resolve to adopt the Sawbridgeworth Town Action Plan 2023 2027 update from Cllr A Parsad-Wyatt.

23/99

PROPOSED AIR QUALITY ACTION PLAN FOR EAST HERTFORDSHIRE

Update, Cllr Furnace

23/100

FINANCIAL REPORT

To note the current Clerks Financial Report
[Attached Appendix F]

23/101

ACCOUNTS FOR PAYMENT

To note and approve accounts for payment.

23/102 ITEMS FOR FUTURE AGENDAS

To note any items for future agendas.

Members of the Public and the Press are cordially invited to attend all meetings of the Council and its Committees.

Appendix A

SAWBRIDGEWORTH 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 30th October 2023**.

Those present

Cllr Eric Buckmaster
Cllr Ruth Buckmaster
Cllr Annelise Furnace
Cllr Dawn Newell
Cllr Salvatore Pagdades

Cllr A Parsad-Wyatt
Cllr N Parsad-Wyatt
Cllr Greg Rattey
Cllr John Rider
Cllr Reece Smith
Cllr Steve Smith

In attendance:

Chris Carter – Press

3 x members of the public

Thought of the day delivered by Councillor Steve Smith

23/76 APOLOGIES FOR ABSENCE

None were received.

23/77 DECLARATIONS OF PECUNIARY INTEREST

None were received.

23/78 MINUTES

Resolved: To approve as a correct record the minutes of the meeting of the town council held on 25th September 2023 (M04)
[prop Cllr S Pagdades; sec'd N Parsad-Wyatt]

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

Actions noted from the previous minutes and both had been resolved.

Owner	Action	Completed
Clerk	To request further information from the police on proactive work in the town	email sent 26/9/23, the police report covered the proactive work being planned at the lead up to Christmas.

23/79 PLANNING COMMITTEE

Received and noted: the minutes of the planning committee held on 25th September 2023 (P07)

Received and noted: the draft minutes of the planning committee held on 16th October 2023 (P08)

Questions

- *David Royle*

Q1. Wrenbridge appeal: Sustainable Sawbridgeworth has had no response of any kind from anyone to our email of 15th October. However, some of our members were glad to have the opportunity to discuss the issues and implications at the Planning Committee meeting on 16 October.

Can the Council please confirm that the committee did write to East Herts Council as promised and can that response be shared with our group and with the many residents concerned about the potential increase in HGV movements through our town?

Cllr N Parsad-Wyatt updated that he had written to the planning department at EHDC and had received a response. This highlighted the planning process had run its course but advised STC should work with the business taking up occupancy of the Wrenbridge buildings.

Q2. Standing Orders: Can I please clarify that STC Standing Orders do not preclude councillors from raising matters arising from the minutes of committees that they don't belong to at Full Council, when those minutes are 'received and noted', similarly from the Financial Report and Accounts for Payment?

The Clerk confirmed that councillors can raise matters arising from committees they do not attend.

- *Tony Carr*

What progress has been made towards the swimming pool improvements ? The need for which was agreed at the last council meeting.

Cllr E Buckmaster stated that he was meeting with the head of services on the 3rd November and will raise the concerns. He also stated that he would deal directly with Mr Carr with progress as repeated questions would not be answered in this forum. The Mayor also reiterated this point.

TOWN ACTION PLAN AND AMENITIES COMMITTEE

Received and noted: the draft minutes of the Town Action Plan and Amenities Committee held on the 16th of October 2023 (T02)

Councillor A Parsad-Wyatt confirmed the latest position of the action plan following public consultation and further consultation will take place this Saturday in the council chamber.

Action. For the town Clerk to place a resolution to adopt the Action Plan at the next full town council meeting, 20th November 2023.

23/82

MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive Mayor's appointments and communications
Cllr R Buckmaster advised.

- At the beginning of the month we held community connections and the town walk which was attended by the MP and the High Sheriff.
- Attended the Broxbourne cheese and wine event which included a humanist civic service.
- Attended 60th anniversary lunch of the High Wych ladies group
- Attendance Breathe Easy event supporting residents in both Sawbridgeworth and Bishop Stortford with Councillor Hollebon.
- We held a vigil for Israel,
- Attended the Harlow civic service this month.
- Went to Moosburg as part of the town twinning group
- The deputy mayor attended the Bishop Stortford civic service in my place
- I had arranged to meet the Co-op manager to raise concerns by local residents but unfortunately this was cancelled. I will arrange this.

The Mayor raised the point that it is Remembrance Sunday next month and she would like to see all councillors attend.

23/83

REPRESENTATIVES REPORTS

Received and noted: Representatives reports from:

County Councillor E Buckmaster referred to his report additionally adding;

- There are resurfacing works in Cutforth Rd 9th and 13th November.
- Parsonage Lane will be having flood investigations work taking place in January.
- Network Rail are working in station road in December which may cause some delays.
- The no entry upgrade in Vantorts Road has been delayed until later in November due to the clash with the Christmas lights switch on.

Questions.

Cllr A Furness,

Welcomed the no idling policy and wondered if Sawbridgeworth town council could do something similar. It was agreed the Clerk will ask the drivers of the Sawbobus to switch their engine off when it is not required. Also remind people visiting the cemetery regarding leaving engines running whilst visiting.

Action

Sawbobus manager to request drivers switch the engine off when not in use.

Action

Cemetery manager to place no idling signs at the cemetery.

EV charging: There is a meeting run by East Herts and she will be attending on behalf of Sustainable Sawbridgeworth.

Raised the saving food waste campaign and the success areas have seen in reducing waste. Cllr E Buckmaster stated this was through raising awareness and to use food rather than throwing it away as this increases further transportation even to use it as a fuel.

Action

Sawbridgeworth Town Council with Sustainable Sawbridgeworth to raise awareness regarding food waste and to utilise material available on the County Council website.

Cllr John Rider raised the trial the town council were completing adding signs to grass areas to prevent parking and associated damage. He asked if this could be considered by district and county councils on their land.

District Councillors reports

Cllr E Buckmaster referred to his report.

Cllr A Parsad-Wyatt referred to his report and raised the decision to review the district plan and increasing housing numbers across the district and the call for sites for housing over the next five to ten years.

Cllr Furnace asked how the public can add to the review and what would Sawbridgeworth expectation be regarding more housing. Cllr A Parsad-Wyatt stated the decisions will be around land availability and infrastructure, district councillors will be ensuring Sawbridgeworth will have a say in the process but the community will be able to add to the plan through consultation.

Cllr E Buckmaster stated he had made his views clear on previous mistakes on urban extensions such as West Road and Wrenbridge. He with District Councillors will be clear in their views that no further development will be welcome.

Cllr R Buckmaster stated no planning applications had been received at district level and the other district councillors had covered the main points of recent meetings she had also attended.

Police

Cllr Pagdades read the police report highlighting recent engagement events and future ones leading up to Christmas and highlighted two dates that may be useful for councillors to be aware of for engagement opportunities.

Crime prevention surgeries.

16th November – Co-Op Store 11:00-12:30

7th December – Town Council reception area 09:00-11:00

Question

- Cllr Rattey, raised the issue with recent door to door salesmen that had sold diaries at a raised price to elderly occupants. He reported it to the police and when he spoke to the local officers they knew nothing about it and felt there is an issue with communication. Cllr Pagdades stated he would take this up with the local officers and was aware of the Daily Morrisons selling alcohol until 10pm from 8pm in Bell Street and will be keeping a close eye on this and any rise in anti-social behaviour linked to this licensing extension.
- Cllr R Buckmaster highlighted the planning applications submitted by SYPRC for the Bullfields extension.

RHSO update, she raised her concern with the report in the High Wych The Link magazine, which was misinformed and no attempt had been made to speak to the council or RHSO regarding the placement of signs to prevent stealing apples. The theft was completed on a large scale and one variety targeted and the signs were to try and prevent further thefts.

Cllr John Rider thanked Cllr R Buckmaster for her response to the magazine report and the great work the RHSO are completing. Cllr Newell thought that local people who regularly use the orchard to exercise dogs were upset by the signs.

- Cllr A Furnace there is a new Sawbridgeworth Swifts Facebook page. This has been created by a resident to promote a clean environment in the town.

Question

Cllr Rider raised the fact he thought he could smell jet fuel when on his allotment in Southbrook. Cllr A Parsad-Wyatt stated that pilots do dump fuel if they have too much as they are limited to an amount on landing for safety reasons. It may be that Sustainable Sawbridgeworth could liaise with Stansted airport on this matter?

23/84

TOWN CLERK REPORT

Received and noted: the clerk's report for the month of October 2023.

Cllr A Parsad-Wyatt wanted to thank the Clerk for his money saving approach on the front desk refurbishment and training for road closures for council events to reduce costs in employing a sub-contractor.

He also asked if anything had been planned to run the current Sawbridgeworth buses along the M11 to ensure the current issues of the particulate filters getting blocked can be reduced. The Clerk confirmed that this had been built in to the Rangers job sheets once a week.

Cllr R Smith asked if there was any update on the overgrowth along Station Road The Clerk stated he had reviewed this and due to the Rangers needing to work in a live carriageway or on the footpath forcing the public in to the carriageway this could not be completed. The danger had been reported to East Herts Council.

23/85

TOWN PROJECTS MANAGER REPORT

Received and noted: the project managers report for the month of October 2023.

23/86

FINANCIAL REPORT

Noted: The current Financial Report

23/87

ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment.

23/88

ITEMS FOR FUTURE AGENDAS

Resolution to adopt the Town Action Plan for the November Full Town Council meeting

Meeting ended at 8:24pm

ACTIONS

Owner	Action	Completed
Clerk	To add a resolution in the next agenda of the Full Town Council Meeting to adopt the Town Action Plan 2023-2027.	
Sawbobus manager	To request the drivers of the Sawbobus to switch off the engine when not required,	
Cemetery Manager	To place no idling signs at the cemetery	
Clerk / Cllr Furnace	Sawbridgeworth Town Council with Sustainable Sawbridgeworth to raise awareness regarding food waste and to utilise material available on the County Council website	

Appendix B

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 16 October 2023** at 7.30pm.

Those present

Cllr Ruth Buckmaster
Cllr Nathan Parsad-Wyatt
Cllr John Rider

Cllr Angus Parsad-Wyatt
Cllr Greg Rattey
Cllr Steve Smith

In attendance – Cllrs Newell,
Furnace & Pagdades

5 members of public

P 23/67 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. No apologies received, all present.

P 23/68 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Planning Committee. David Royle questioned the planning process of St James Park, Wrenbridge - in particular the recent withdrawal of planning application 3/23/0248/VAR. Cllr N Parsad-Wyatt responded to questions explaining that the developers had successfully appealed the condition limiting traffic and as such the separate application they had submitted to East Herts had been withdrawn. Members of the public asked a range of questions about what could be done and it was agreed the Town Council would write to Planning Officers at East Herts to see whether anything could be done retrospectively to ensure there was an element of control over HGV traffic flowing through Sawbridgeworth.

P 23/69 DECLARATIONS OF PECUNIARY INTEREST

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

P 23/70 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting held on:

- 25 September 2023 (P07) [*prop Cllr Rattey; secd Cllr R Buckmaster*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.

NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments. (See Public Forum). Cllr A Furnace asked for an update re response to the East of Harlow Masterplanning Guidance Draft Supplementary Planning Document (SPD). Cllr N Parsad-Wyatt drafted the following to submit Tuesday, 17 October; Sawbridgeworth Town Council acknowledges the effort and thoroughness embedded within the East of Harlow Masterplanning Guidance Draft (SPD). Our response integrates concerns and comments from various parts of the document from a Sawbridgeworth perspective and we hope these are of use.

Key Concerns & Points of Consideration:

1. **Congestion & Pollution:** We welcome the emphasis on public transport, cycling, and walking. However, the anticipated increase in vehicular traffic raises concerns about congestion and consequent pollution. Measures should be implemented to ensure that any potential increases in traffic do not adversely impact the environment or quality of life for residents. We do not consider Sheering Lower Road to be suitable for increased vehicle movements. We also feel the plan would benefit from a wider look at transport connectivity with our other large populations such as Bishop Stortford and Harlow such as railway connectivity – such as within the scope of this SPD.
2. **Green Spaces & Biodiversity:** We commend the plans to integrate green spaces, particularly the Green Wedge and Gilston Park Estate. Green corridors and habitats should be preserved and enhanced for biodiversity, providing residents with natural spaces for recreation and improving mental well-being.
3. **Sustainable Growth:** The phased approach to development is important, ensuring as far as possible new areas grow with necessary infrastructure. We encourage the inclusion of renewable energy, water conservation measures, and sustainable waste management to promote a truly sustainable community.
4. **Healthcare Provision:** We are particularly enthusiastic about the introduction of the new Princess Alexandra Hospital's 'Health and Wellbeing Campus'. Its integration into the wider landscape, notably through Princey Brook's reed beds and waterways and the green networks of the Garden Town, is welcome. The dual role of the hospital as not only a healthcare provider but also a centre for jobs and retail, accentuates the importance of a holistic approach to health and well-being. By facilitating inclusive community-building activities like food growing, health initiatives, outreach, and promoting local living, it underscores a progressive and forward-thinking model for healthcare institutions. We welcome this approach.
5. **Accessibility:** We value the comprehensive plans for the Sustainable Transport Corridor (STC) and supporting Mobility Hubs. The pedestrian-first approach aligns with our sustainability objectives, yet it's imperative to continually review these strategies to accommodate actual usage and changes.
6. **Local Centres:** The designated spaces for social interactions, commercial ventures, and community gathering points within the local centres are promising. Their strategic positioning, integrating commercial and residential spaces, and emphasis on flexibility mirror our vision for a vibrant, integrated community.
7. **Education:** The planning for both primary and secondary educational facilities is welcome. Their strategic placement, considering accessibility and the potential for shared amenities will be appreciated.

8. **Sustainability:** The guidance documents from various councils provide a holistic framework for development. Incorporating green infrastructure, emphasising walking and cycling, and the active focus on sustainability resonate with our priorities.

In summary, Sawbridgeworth Town Council appreciates the intricacies and extensive planning presented in the document. Our feedback is aimed at enhancing and fine-tuning the masterplan to ensure that the East of Harlow develops sustainability and considers surrounding areas, including Sawbridgeworth.

We look forward to seeing the final SPD materialise and will continue to engage collaboratively.

Yours faithfully,

Cllr Nathan Parsad-Wyatt

Sawbridgeworth Town Council, Planning Chair

P 23/72 PLANNING APPLICATIONS RECEIVED FROM EHDC

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

3/23/1330/FUL &

3/23/1331/LBC

The Three Horseshoes, Spellbrook – Amendment

External building repairs including replacement of windows. Removal of extract system and install new extract system to the roof. Removal of shed. New external fridge and freezer storage units within the back of house yard area connected to the pub with a covered walkway and installation of a new door. Replacement fencing around yard area. Formalisation of eastern end of car park and renewal of part of existing car park surfacing in block paving and loose gravel, install 4 electric vehicle charging points. External landscaping including new hard surfacing, raised planting and planted beds. Install timber pergola, fixed internal seating areas and green oak timber arches and climbing plants.

STC Comment: As per original application - no objection [prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster]

3/23/1799/HH

Northern House, The Drive, CM21 9EP

Single storey rear extension incorporating two roof lanterns and change of pitched roof to flat roof. Partial garage conversion with alterations to fenestration.

STC Comment: No objection [prop Cllr R Buckmaster; secd Cllr G Rattey]

3/23/1828/HH &

3/23/1829/LBC

19 Knight Street, CM21 9AT

Alterations to front garden brick wall

STC Comment: No objection – welcome the making safe of this wall and urge that any historic aspects/artifacts be retained [prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster]

3/23/1875/HH

21 Coney Gree, CM21 0DA

Single storey first floor side extension including new front, rear and side first floor windows

STC Comment: No objection [prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster]

LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 13 October 2023.

3/23/1577/FUL Land at Spellbrook Lane East, CM22 7SE

Erection of 3 dwellings with means of access, associated car parking and private gardens

STC Comment: Insufficient/unclear information available [*prop Cllr G Rattey; secd Cllr S Smith*]

3/23/1912/ADV 1 Anglian House, West Road, CM21 0DQ

Installation of 3 internally illuminated fascia signs and internally illuminated projecting sign

STC Comment: No objection to signage however urge that consideration is given to existing residents when positioning illuminated projecting signs [*prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster*]

PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/22/2638/FUL 35-37 Bell Street, CM21 9AR

Partial retention of ground floor commercial space to be used as physiotherapy service (same use class E), removal of ATM and replace with matching window on front elevation, removal of night safe, new window to side elevation, new door to side elevation

STC Comment: No objection. We support the establishment of a local business in this town

EHDC Decision: Granted

3/23/1199/HH 35 Barnard Road, CM21 9DY

Single storey side and rear extensions and first floor rear extension (part retrospective)

STC Comment: No objection however neighbours to be reassured acceptable building times be adhered to

EHDC Decision: Granted

3/23/1313/VAR White Cottage, London Road, CM23 4AU

Removal of condition 10 (Programme of archaeological work) of planning approval 3/17/2640/FUL – Demolition of house, erection of four bedroom replacement dwelling (Amendment to planning approval 3/16/2132/FUL – Removal of chimney to the flank elevation, bay window to the front elevation, canopy and window to the side elevation. Replacement of ground floor windows to kitchen/family room with bi-fold patio doors and first floor window with double casement window. Alterations to materials)

STC Comment: No objection

EHDC Decision: Granted

3/23/1342/ADV 35-37 Bell Street, CM21 9AR

One non-illuminated fascia, one non-illuminated hanging sign, and nine window vinyls

STC Comment: No objection

EHDC Decision: Granted

3/23/1578/HH 33 Wychford Drive, CM21 0HA

Proposed first floor side extension with hipped pitched roof (over the existing single storey side projection)

STC Comment: No objection

EHDC Decision: Refused. "The proposed development, by reason of its size, scale, and siting against the pavement edge, alongside its prominent location on a corner plot, would add considerable bulk and mass to the site and street scene that would add a dominating appearance to the street scene and would fail to achieve a high standard of design to respond to the context of the site, or to reflect local distinctiveness. The proposal would thereby be contrary to Policies DES4 and HOU."

P 23/75 PLANNING APPEALS

To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 8.12pm

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 30 October 2023** at 8.25pm.

Those present

Cllr Ruth Buckmaster
Cllr Nathan Parsad-Wyatt
Cllr John Rider

Cllr Angus Parsad-Wyatt
Cllr Greg Rattey
Cllr Steve Smith

In attendance – Cllrs E Buckmaster,
Furnace & Pagdades

- P 23/76 APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence. No apologies received, all present.
- P 23/77 PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Planning Committee. Cllr Furnace asked if the committee could investigate why the "Routing Register" for St James' Way (Wrenbridge Development) had been removed from the portal.
- P 23/78 DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Interest by Members. Whilst not a pecuniary interest, as members of the SYPRC committee, Cllrs R Buckmaster, A Parsad-Wyatt & N Parsad-Wyatt said they did not wish to comment on application 3/23/1967/FUL – The Bullfields Centre.
- P 23/79 MINUTES**
Resolved: To approve as a correct record the minutes of the Meeting held on:
• 16 October 2023 (P08) [*prop Cllr A Parsad-Wyatt; secd Cllr S Smith*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.
- P 23/80 NEIGHBOURING DEVELOPMENTS**
To report & receive updates on proposed neighbouring developments. Response from EHDC re Wrenbridge was noted.

PLANNING APPLICATIONS RECEIVED FROM EHDC

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

3/23/1841/HH 6 Honeymeade, CM21 0AR

First floor rear extension including rear Juliette balcony, raising of ridge height and installation of three roof lights. Removal of chimney and front porch canopy.

STC Comment: No objection [prop Cllr Rattey; secd Cllr R Buckmaster]

3/23/1866/FUL Barn to North of Redricks Lane, Opp Redricks Farm, CM21 0RL
Change of use of agricultural building to create 1, 4 bed roomed dwelling. Erection of side and rear extensions, external alterations, erection of air source heat pump and widening and alterations of entrance to create 3 parking bays and removal of existing eastern access

STC Comment: No objection [prop Cllr R Buckmaster; secd Cllr A Parsad-Wyatt]

3/23/1939/VAR 39 London Road, CM21 9EH

Single storey side extension, new shop window glass façade and entrance door. Variation of conditions 2 (approved plans) and 5 (entrance doorways to open inwards) of planning permission; 3/21/1397/FUL – Add a step to access the entrance door.

STC Comment: No objection [prop Cllr N Parsad-Wyatt; secd Cllr S Smith]

3/23/1967/FUL The Bullfields Centre, Cutforth Road, CM21 9EA

Installation of 3 external heat pumps to the east elevation

STC Comment: No objection [prop Cllr G Rattey; secd Cllr S Smith]

LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 27 October 2023.

3/23/1857/FUL Land East of London Road, Spellbrook, CM23 4AU

Erection of stables with tack room and associated landscaping works and hardstanding

STC Comment: No objection [prop Cllr N Parsad-Wyatt; secd Cllr G Rattey]

PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/22/1469/HH 7 Cambridge Road, CM21 9JP

Part single, part two storey rear extension and new first floor side window

STC Comment: No objection

EHDC Decision: Granted

3/23/0789/FUL Vale Cottage, 3 London Road, CM21 9EH

New 4 bedroom dwelling on the south-west of Vale Cottage with new vehicular access

STC Comment: No objection

EHDC Decision: Granted

3/23/1178/FUL The Leventhorpe School, Cambridge Road, CM21 9BY
Refurbishment of an Artificial Grass Pitch (AGP) with replacement playing surface, new
permitter fencing, hardstanding areas, storage container and replacement floodlights
STC Comment: No objection
EHDC Decision: Granted

3/23/1602/HH Shree Vihar, Harlow Road, CM21 0AJ
Removal of rear conservatory. Construction of a single storey rear/side extension.
Garage conversion, removing the garage door and replacing with ground floor front
window. Replacement of ground floor front window. Block up side door
STC Comment: No objection
EHDC Decision: Granted

P 23/84 PLANNING APPEALS

To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 8.35pm

Appendix C

Eric Buckmaster report for Nov 2023



Minerals and Waste Local Plan

Hertfordshire Fire and Rescue Service is seeking your views on its future



Hertfordshire Fire and Rescue Service (HFRS) has opened a new survey so that people who live and work in the county can have their say on its future.

The survey is open from 25 September to 19 November, and it takes less than 10 minutes to complete. You could win one of three £50 high street vouchers – enter your details at the end of the survey for a chance to win.

Read our plan for a safe and resilient Hertfordshire and take the survey on our website: www.hertfordshire.gov.uk/CRMP

Clean Air Night launched as Winter counterpart to Clean Air Day

Global Action Plan – the organisers of Clean Air Day, the UK's largest public engagement campaign on air pollution – are launching a new sister campaign to shine a light on the uncomfortable truth about wood burning.

Clean Air Night will bust key myths about wood burning by providing information to the public highlighting that wood burning is a significant source of air pollution that harms our health.



The campaign will run for four weeks, culminating in Clean Air Night on Wednesday 24th January 2024 next year.

Starting at sundown (4:35pm) on Clean Air Night, leading experts will further reveal the truth about wood burning to the public through a series of videos. There will also be a Clean Air Night Summit, where organisations and local authorities can speak directly to experts and share learnings.

There are two ways that members of the public can get involved with the first-ever Clean Air Night:

- Learn: from experts on the night in our explainer videos and find out more about burning wood by visiting the [Clean Air Hub](#) and exploring the hashtag #CleanAirNight.
- Share: this information with your community, family, friends to shine a light on key myths and protect people and planet from the harms of woodburning.

Clean Air Night has been developed using the latest research into how to communicate about wood burning, recently shared with the sector in a [toolkit](#) produced by Global Action Plan in partnership with Impact on Urban Health, behavioural experts Kantar and creative agency Dog, Cat & Mouse

Hertfordshire County Council welcomes decision not to close rail ticket offices



Hertfordshire County Council has welcomed news announced yesterday (Tuesday 31 October) that plans to close ticket offices in railway stations across the county have been cancelled.

The announcement, made by Transport Secretary Mark Harper MP means that the threat of ticket office closures has passed, with the Minister saying that "the proposals did not meet the 'high thresholds' set by government."

The announcement by Government comes at the end of a public consultation process which saw 750,000 responses sent to London Travel Watch and Transport Focus who objected to the proposals saying it had heard "powerful and passionate concerns about the changes".

Hertfordshire County Council responded to the consultation on behalf of residents stating that the proposals went too far too fast. In addition, the county council highlighted that the proposals had not properly considered the difficulties many passengers would have purchasing tickets online or from ticket machines, particularly those with visual impairments, those without access to the internet and those who do not own or use smart mobile devices.

The county council has highlighted that wider reforms to fares and ticketing are needed to make train travel much easier.

Funding boost doubles number of potholes repairs with over 16,500 fixed ahead of winter.



The allocation of nearly £4 million from the Government's Pothole Fund has helped to double the number of pothole repairs across the county, taking the total to an expected 40,000 repairs this year.

Since the beginning of June 2023, when activity using the additional funding started to take place, 16,556 potholes have been repaired (as of 31 October 2023), 82% of the targeted total of 20,000 potholes.

New pothole equipment and techniques are also being trialled. These include the JCB pothole pro, which is designed to cut the road surface where a pothole has formed to allow for a watertight repair. It brushes up and collects the waste material with the team then completing the work.

Thermal patching is another new method, which is less noisy and heats the surface before mixing the existing road material with an amount of new asphalt and then being compacted.

Pothole pro allows for repairs to take place quickly and works especially well on large areas, while thermal patching is useful to use at night-time or where works need to be undertaken in restricted hours.

These techniques, plus other methods such as spray injection patching and roadmender, aim to repair the pothole permanently, helping to extend the lifespan of the road. Road surfaces across the county have suffered from exceptional damage in the last twelve months due to snow, ice and heavy rainfall, resulting in an increase in potholes.

Under 11s - Applying for primary, junior and middle schools in 2024



The process for applying to primary, junior and middle schools in Hertfordshire opens on Wednesday 1 November.

If your child is due to start primary school or move on to a junior or middle school next year, make sure you apply for a place in good time.

The easiest way to apply for a school place for September 2024 is to visit www.hertfordshire.gov.uk/admissions and complete the online application form.

Online applications can be amended at any time before the closing date, and you can access your school offer before allocation letters are received and accept your school allocation online.

Last year, 99 per cent of parents applied this way and found the system quick, easy and secure.

Supporting local families with the cost of living

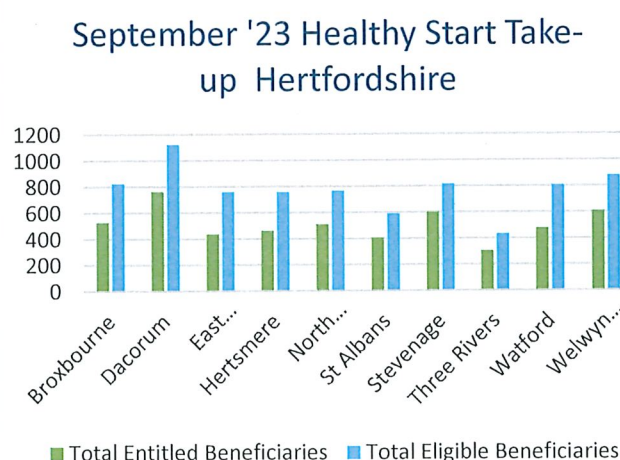
Are you having to help members of your community with support to cope with the rising cost of living? They might qualify for a weekly payment for fresh fruit, vegetables and milk through the NHS Healthy Start Scheme. Visit the Healthy Start [website here](#) for more information to encourage eligible families to apply. We are also working closely with Health and Family Centres to promote the scheme.

Did you know . . . in Hertfordshire we are under-claiming just under £1M per annum for this funding.

The data below shows Hertfordshire's Healthy Start take-up as at September '23

- Eligible Beneficiaries are those who *can* qualify
- Entitled Beneficiaries are those who *have* applied, successfully

Local Authority	Total Entitled Beneficiaries	Total Eligible Beneficiaries	Uptake (%)
Broxbourne	530	825	64
Dacorum	764	1124	68
East Hertfordshire	439	761	58
Hertsmere	464	758	61
North Hertfordshire	513	770	67
St Albans	408	593	69
Stevenage	603	819	74
Three Rivers	305	436	70
Watford	481	809	59



It is pleasing to note however, that from a 60% take-up at the beginning of the year, we are climbing and now stand at a 66% take-up.

To find out more about the scheme, go online at www.healthystart.nhs.uk. If you can't go online, call 0300 330 7010 or email healthy.start@nhsbsa.nhs.uk. If you would like any articles or social media graphics to share on your council or community channels, please contact dee.debruin1@hertfordshire.gov.uk

A helping hand to get around – new bus SaverCards launched in Hertfordshire



Two new bus saver cards have been unveiled by Hertfordshire County Council and the Intalink partnership opening up discounts on bus fares. This is being funded from the Bus Service Improvement Plan and the Department for Transport.

The new Senior SaverCard will enable those over 60 years old to obtain significant discounts on multi operator tickets.

	Intalink Explorer (multi operator ticket) day price
Current price	£9.00
Reduced price (from September 29th 2023)	£7.60
SaverCard Senior (60 – 66)	£3.80
SaverCard (11-25)	£3.80
SaverCard Adult (26-59)	£6.50

The 19-25 year old SaverCard will also be continuing as part of the Bus Service Improvement Plan after being successfully launched in 2021 to support young people.

With no time restriction on the use of the SaverCard, bus users of all ages across the county now have access to a card that delivers them savings from day one.

Each SaverCard costs £20 for online applications (£25 for a paper application) and is valid for 12 months, with fare discounts available on any local bus service operating in Hertfordshire, except for services run by Transport for London or Grant Palmer Ltd.

Hertfordshire Climate Change and Sustainability Partnership (HCCSP) annual event

Over 120 people from local authorities, charities, community groups and other sustainable organisations came together for the second annual HCCSP event. The attendees enjoyed a day full of meaningful discussion around the work that HCCSP is planning to deliver and that is already underway. [Cllr Eric Buckmaster gave his reflections on the day in our video.](#)

Tree collection date moved to 9 December

Due to the warmer weather we have been experiencing for this time of year, we have made the decision to move the collection date for this year's tree giveaway to Saturday 9 December. [We are currently finalising the locations for the new date and will be contacting residents who have claimed trees directly once these are confirmed.](#)

Consultations on new 20mph zones

The council is currently consulting on the introduction of new 20mph areas across the county, to improve road safety, create calmer streets and encourage more walking and cycling.

Give food waste the chop

The Hertfordshire Waste Partnership's campaign to tackle avoidable food waste, #WorthSaving', has been live for just over a month, with over 200 people signing up to the campaign's weekly newsletter. Share the campaign with residents in your communities who might be looking to save money on their food bills as winter approaches.

Cleaner air banners and handheld sensors for schools

Schools in Hertfordshire can borrow 'no idling' banners and handheld air quality sensors to use with their school pupils to help them understand the science behind air pollution. If you believe a school in your area would be interested, contact cleaner.air@hertfordshire.gov.uk or share this email address directly with the school.

Young people from Broxbourne, East Herts and Welwyn Hatfield recognised for succeeding in the face of adversity

Young people from Broxbourne, East Herts and Welwyn Hatfield recognised for succeeding in the face of adversity: SfYP Mark MB and Roshan

44 young people from Broxbourne, East Herts and Welwyn Hatfield were recognised on Wednesday night (8 November) at the annual Young People's Awards ceremony organised by Hertfordshire County Council.

Those who scooped awards in a variety of categories, were nominated by Services for Young People youth workers and advisers after showing resilience, determination and compassion this National Youth Work Week.

The ceremony took place at County Hall in Hertford and the awards were given out by Deputy Executive Member for Education, Libraries and Life Long learning Councillor Mark Mills-Bishop.

Electric Gritter set to hit Hertfordshire's roads tonight as weather turns colder



A brand new Electric Vehicle Gritter is set make its debut this evening in Hertfordshire as the first gritting run of the season is expected at around 7pm tonight [Friday 10 November].

In a pilot, the first of its kind in the south-east, the Electric Vehicle Gritter will head out from its depot in South Mimms for the first time, providing a cleaner, greener and more sustainable way to keep Hertfordshire's roads safe as temperatures plunge.

A smaller cycleway gritting tractor, which was trialled last winter and helps cyclists keep travelling actively over the winter period, will also be out and about on the run alongside a 57 strong fleet of our usual gritters.

The fleet will be on standby ready to keep the county moving across the winter.

Hertfordshire pledges urgent improvements to SEND services and apologises to families: Ofsted Report Published -

The partnership responsible for overseeing and delivering services for children and young people with Special Educational Needs and Disabilities (SEND) in Hertfordshire has apologised to families and urgently stepped up its improvement plans following an inspection by Ofsted and the Care Quality Commission (CQC).

The inspection report, published on Friday 10 November identified 'widespread and / or systemic failings' across the local area partnership led by Hertfordshire County Council and the NHS Hertfordshire and West Essex Integrated Care Board (ICB), leading to 'significant concerns about the experiences and outcomes of children and young people with SEND'.

In response to the report the local area partnership is strengthening its existing improvement plan and a detailed priority action plan will be submitted to Ofsted and the CQC by 19 December (within 35 days of receiving the final report).

To ensure independent and expert oversight of the partnership's delivery of this plan, Dame Christine Lenehan has been appointed as the new chair of the partnership's multi-agency improvement board.

Dame Christine Lenehan has said:

"I am delighted to be working in partnership with Hertfordshire on their improvement journey. I look forward to supporting and challenging all partners to ensure we move towards better outcomes for children and families."

Cllr Richard Roberts, Leader of Hertfordshire County Council and Chair of the Integrated Care Partnership, said:

"We accept the findings of the report and recognise too many children and young people with SEND and their families have not received the support they need and deserve. We are all, across the whole partnership, sorry for this and are taking urgent action to address the priority actions and areas for improvement.

"There are more than 36,500 children and young people identified in Hertfordshire schools as having SEND. Most children and young people with additional needs do not require an Education, Health and Care plan (EHCP) to access the support they need, as these are for those with the most complex needs, but we have seen a 185% increase in children and young people with EHCPs since 2015. We know that we've struggled to keep up with that increase and that's why SEND improvement is a key priority for both the county council and local NHS.

"I am pleased inspectors recognised that we understand the issues faced by children, young people and their families in Hertfordshire and have already put in place a strong strategy to address this, including an additional ongoing £5million investment into statutory SEND services and creating 1,000 new SEND school places between 2018 and 2026.

"We're determined to build on this to go further and faster to deliver the actions and improvements needed. We recognise improving services and rebuilding trust will take time but the whole partnership will do all we can to make sure children with additional needs and their families have the right support at the right time more often."

Dr Jane Halpin, Chief Executive of the Hertfordshire and West Essex Integrated Care Board, said:

"Patients are at the heart of everything we do in the NHS, and we always want to ensure the best quality care and support to give every child the best start in life. This inspection has given our partnership the chance to see the full picture of everything we need to do to improve our services and ensure families have all the support they need at the right time. I would like to thank all the families in Hertfordshire that contributed to the inspection and shared their views, and offer an apology to those who have had to wait longer for NHS services.

"We know our hard-working staff will be disappointed to see the issues raised in this report but know that there were some highlighted positives recognised. This includes the fact that we are meeting the needs of children and young people who have clearly identified and complex needs.

"All organisations in the partnership recognise the challenges and have a joint plan for addressing them. Work is underway to develop a programme to support a further significant shift in the way children and young people who have additional needs are supported. We have already improved the information available to support education, health and social care practitioners to help children and families.

"We are committed to making sure we are doing everything we can do to support living an ordinary life for children and young people with SEND."

Leise Cooper, Chair of Herts Parent Carer Involvement, said:

"Families in Hertfordshire have long reported that services in the county are not meeting their children's needs, and we are pleased this report recognises this and identifies areas for improvement.

"We welcome the urgency with which the local partnership is looking to address the issues raised – it is now vital to ensure that plans for improvement are delivered quickly and effectively. HPCI will continue to challenge and support the partnership to drive change and ensure that work remains focused on how these changes will improve the lives of children and young people."

The inspection report identifies two high priority actions for the partnership, focussed on improving information sharing, collaboration, governance and quality assurance across the partnership.

Five further areas of improvement were also identified relating to the availability, consistency, quality and speed of the support provided to children and young people by the partnership, as well as its communication and engagement with their parents and carers.

The inspection report does find that the leadership of the partnership has correctly identified the challenges facing SEND services in Hertfordshire and has a plan for addressing them. It also acknowledges that the new governance structures in place will provide strengthened systems of oversight of services across the partnership, as well as noting several areas where the partnership is performing strongly.

Eco representative report for Full Council meeting – 20 November 2023 (as of 12 November 2023)

Tidy Up Sawbridgeworth – Saturday 4 November

Almost 20 residents turned out for this TUS session despite the rain, and collected 20 bags of rubbish between them. Thanks to Mckays for sponsoring brownies for all participants!

Hertfordshire Climate Change and Sustainability Partnership – annual event – 7 November

This event provided an opportunity for local councillors and community groups to feedback on the HCCSP partnership (made up of all of the Districts and Boroughs and County) draft Strategic Action Plans on Biodiversity, Carbon Reduction, Transport and Water, which can be found here <https://www.hccsp.org.uk/current-priorities.aspx>.

The keynote speech was delivered by Lord Deben, ex-chair of the Climate Change Committee – he said there must be **Honesty** about the situation and threat climate change presents; **Urgency** in the actions that need to be taken now if are to meet Net Zero by 2050; **Delivery** of these actions in an effective manner.

Sustainable Christmas Lights stall – 25 November

- The stall will display a rented Christmas tree from <https://www.thewalledgardenherts.com>
- Sustainable Christmas decorations workshop in Church House together with The Friends of Reedings & F&B
- Raise awareness of how to reduce food waste with tips and advice for residents using HCC resources <https://wasteaware.org.uk/WorthSaving>

Sustainable Sawbridgeworth meeting – 2 November

- The group is now a Friends of the Earth member in the form of a Local Action Group
- Having written to EHDC about Wrenbridge logistic centre at St James and the failure of local opposition to prevent the expected movement of HGVs through Sawbridgeworth, the group will continue to push for seeks ways of mitigating the impact
- Sawbridgeworth Library has kindly agreed to host the Thermal Imaging Camera and will loan it out initially on Saturdays.



**Sustainable Sawbridgeworth
and The Friends of Reedings &**

F&B are hosting a

Sustainable Christmas Decoration Workshop

★ 25th Nov at Church House 2pm - 5pm
before the Christmas light switch on



£3 entry per child; make 3 sustainable Christmas decorations, plus a tasty treat. Plus, Christmas jumpers, traybakes, cookies & drinks on sale



COMING UP

EHDC town and parish council engagement (expected to include EV charging) – 14 November

Friends of Pishiobury Park – 23 November committee meeting

Eco Audit Working Group meeting – date tbc

CLlr Annelise Furnace

Appendix D

Sawbridgeworth Town Council

Memorandum from the Town Clerk

To: Full Town Council
From: Christopher Hunt
Subject: Clerks update
Date: 13th November 2023

Hailey Centre

Due to the plans to improve the Hailey Centre I have liaised with Tees Law to update the expired lease. This has now been shared with the trustees of the Hailey Centre and several points need to be adjusted to ensure the new lease can be agreed and signed off following Town Council approval.

To be noted that Cllr E Buckmaster is one of the three trustees acting on behalf of town Council.

By-Election

I have received notification of the following have been registered as candidates for the forthcoming by-election.

- John BURMICZ Independent
- Robert FURBER The Labour Party
- Simon PENNEY The Conservative Party
- David ROYLE Independent
- Adrien SELLA Liberal Democrats

Budget

I have been working on the budget with Lisa we have been receiving training from an experienced RFO who has recently retired from Brighton and Hove City Council.

The draft will be available for the Finance committee in January, I will continue to work on developing this with Cllr E Buckmaster as we approach the meeting to present this for the 2024/25 precept application.

Appendix E

Sawbridgeworth Town Council

Memorandum from Town Projects Manager

To: All Members
From: Joanne Sargent
Subject: Christmas Briefing
Date: 13 November 2023

Date of event – Saturday 25th November 2023

Event Time: 3pm to approx. 7.30pm

This year the following applies:

- A leaflet with information about the event will go out to all school and be placed in book bags along with the town council competition entry form w/c 20/11/23
- Outside grotto, free of charge to all. Father Christmas will hand out the 2023 Badge along with a little bag of mixed sweets.
- Oakridge Nursery will join us with a selection of trees etc. and decorate around the grotto area for us.
- AA Full Road Closure. Support from The UK National Voluntary Communication Service.
- Lights switched on at 6.30pm
- Entertainment on stage from Youth Create, Diverse Performing Arts, Sawbridgeworth Community Choir and Graham School of Dance. East Herts Radio will be live throughout the event running the stage and doing announcements.

List of stallholders

- Gardening Hell Kell (Wreaths and Garlands)
- Alix's Sweet Treats
- Lunapearl Candles
- Julia's Crafts
- Stort Valley Spirits
- Brownies & Dough
- Lily's Handmade Designs (needlework & sewing)
- Rawesome Cakes
- Shanbles (Crafts)
- Vintage Christmas Decorations
- Raven Ski Wear
- Give Me Moore (wreaths and Garlands)
- Sky Boutique (Dog accessories)

List of Community Group Stalls

- Girlguiding
- Scouts
- St James Church
- Sustainable Sawbridgeworth (Sunny the Sawbosaurus will be joining us)
- The Library
- The History Society
- ATC BBQ
- Youth Create Face Painting

Appendix F

Sawbridgeworth Town Council

Memorandum from the Town Clerk

















































To: All Members
From: Christopher Hunt
Subject: Financial report,
Date: 13th November 2023

Update on Sawbridgeworth Town Council Budget financial year 2023/24

Highlights to budget variances or expenditure

Area	Cost + % of budgeted money	Reason
200 – 4115 Insurance	+ £1,899 – 125%	New item, Hailey Centre building insurance, this will be billed to the Hailey Centre moving forwards.
210 – 4310 Election Expenses	+ £702 – 107%	Bill received for previous by-election 2022
300 – 4420 Civic Centre	+ £414 – 119%	Maintenance to wall, roof and guttering due to water egress.
430 – 4415 Southbrook Allotment	+ £2526 – 1110%	Previously reported, water leak which has now been repaired.
440 – 1570 Cemetery	£499	Some income is now being seen in digging, plaques and trees
600 – 4670 Event costs	+ £387	Slight overspend across all events due to rise in costs which will be budgeted for next year as well as reviewing stall holder prices.
820 vehicle fleet costs	+£1,127	Cost in the insurance and maintenance of vehicles increasing, to be budgeted for next year.

Bank Reconciliation up to 30/09/2023 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
20/08/2023	DD3	42.00		42.00		R 	WESTWOOD PARK FARM LTD
01/09/2023	7810	58.60		58.60		R 	Rowland Ridgwell Ltd
01/09/2023	7809	197.50		197.50		R 	C Lumley
01/09/2023	Direct		30.00	30.00		R 	Receipt(s) Banked
01/09/2023	Direct		100.00	100.00		R 	Receipt(s) Banked
01/09/2023	Direct		100.00	100.00		R 	Receipt(s) Banked
04/09/2023	Direct		433.19	433.19		R 	Receipt(s) Banked
04/09/2023	dd1	93.58		93.58		R 	The Fuelcard Company
04/09/2023	7811	120.00		120.00		R 	Andy Knox
04/09/2023	Direct		100.00	100.00		R 	Receipt(s) Banked
04/09/2023	Direct		20.00	20.00		R 	Receipt(s) Banked
06/09/2023	DD2	42.00		42.00		R 	WESTWOOD PARK FARM LTD
07/09/2023	DD3	3.19		3.19		R 	Techwyse
07/09/2023	DD4	479.52		479.52		R 	EDF Energy
11/09/2023	DD5	365.07		365.07		R 	Everflow Water
11/09/2023	DD7	398.46		398.46		R 	The Fuelcard Company
12/09/2023	DD8	720.00		720.00		R 	Nimbus Hosting Limited
13/09/2023	7823	58.54		58.54		R 	HFE Signs Ltd
13/09/2023	7824	343.80		343.80		R 	EDGE IT Systems Limited
13/09/2023	7825	159.90		159.90		R 	Create Identitree Limited
13/09/2023	7826	92.50		92.50		R 	Stan Reynolds Stonemason
13/09/2023	7827	58.03		58.03		R 	Southern Electric
13/09/2023	7828	122.74		122.74		R 	Ernest Doe & Sons Ltd
13/09/2023	DD9	42.00		42.00		R 	WESTWOOD PARK FARM LTD
15/09/2023	500378		836.00	836.00		R 	Receipt(s) Banked
15/09/2023	500379		366.70	366.70		R 	Receipt(s) Banked
15/09/2023	7829					R 	Carter, Laura
15/09/2023	7830					R 	Sargant, Joanne
15/09/2023	7831					R 	Parrish, Stephen
15/09/2023	7832					R 	Dale, Lisa
15/09/2023	7833					R 	Jones, John
15/09/2023	7834					R 	Derrick, Viv
15/09/2023	7835					R 	Hunt, Christopher
15/09/2023	7836					R 	Robinson, Adrian
15/09/2023	7837					R 	Crank, Darren
15/09/2023	7838					R 	Langley, Graham
15/09/2023	7812	448.51		448.51		R 	Sunstone IP Systems Limited
15/09/2023	7813	560.00		560.00		R 	L&J Hall Digging Services Limi
15/09/2023	7814	525.60		525.60		R 	EOC Services Limited
15/09/2023	7815	215.00		215.00		R 	Dale, Lisa
15/09/2023	7816	54.00		54.00		R 	Shed Station
15/09/2023	7817	330.00		330.00		R 	Froom & Co Limited
15/09/2023	7818	600.00		600.00		R 	Martin and Martin
15/09/2023	7819	66.00		66.00		R 	National Allotment Society
15/09/2023	7821	110.46		110.46		R 	The Anglia Sign Casting Compan
15/09/2023	7822	43.43		43.43		R 	Huws Gray Ltd
15/09/2023	DD1	50.40		50.40		R 	Quartix Limited
15/09/2023	DD2	79.20		79.20		R 	Francotyp-Postalia Limited

Bank Reconciliation up to 30/09/2023 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
15/09/2023	DD3	103.14		103.14		R <input checked="" type="checkbox"/>	Workplace Drink Solutions Limi
15/09/2023	DD4	904.00		904.00		R <input checked="" type="checkbox"/>	East Herts District Council
15/09/2023	DD5	57.60		57.60		R <input checked="" type="checkbox"/>	Affinity One Security Solution
15/09/2023	correction	0.06		0.06		R <input checked="" type="checkbox"/>	Huws Gray Ltd
15/09/2023	500377		3,162.60	3,162.60		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/09/2023	Direct		2,130.00	2,130.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/09/2023	7804	5,859.31		5,859.31		R <input checked="" type="checkbox"/>	HMRC
18/09/2023	7805	2,694.88		2,694.88		R <input checked="" type="checkbox"/>	Herts County Council
18/09/2023	7806	448.05		448.05		R <input checked="" type="checkbox"/>	NEST
18/09/2023	DD5	18.27		18.27		R <input checked="" type="checkbox"/>	Lloyds Bank plc
18/09/2023	DD6	231.99		231.99		R <input checked="" type="checkbox"/>	The Fuelcard Company
18/09/2023	Direct		380.00	380.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/09/2023	7820	92.94		92.94		R <input checked="" type="checkbox"/>	Initial Washroom Hygiene
19/09/2023	DD4	30.00		30.00		R <input checked="" type="checkbox"/>	SDH Window Cleaning
19/09/2023	Direct		25.00	25.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
21/09/2023	7848	1,638.00		1,638.00		R <input checked="" type="checkbox"/>	PKF Littlejohn LLP
21/09/2023	7847	132.60		132.60		R <input checked="" type="checkbox"/>	C Lumley
21/09/2023	7843	250.00		250.00		R <input checked="" type="checkbox"/>	East Herts Citizen Advice
21/09/2023	7846	40.00		40.00		R <input checked="" type="checkbox"/>	Broxbourne Council
21/09/2023	391.75	391.75		391.75		R <input checked="" type="checkbox"/>	A Parsad-Wyatt
21/09/2023	Direct		28.50	28.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/09/2023	7855	144.00		144.00		R <input checked="" type="checkbox"/>	Home & Office Fire Extinguisher
22/09/2023	DD10	1,030.82		1,030.82		R <input checked="" type="checkbox"/>	Engie Gas
22/09/2023	DD2	50.00		50.00		R <input checked="" type="checkbox"/>	Francotyp-Postalia Limited
22/09/2023	7844	250.00		250.00		R <input checked="" type="checkbox"/>	Red Kite Rape & Sexual Abuse
22/09/2023	7849	500.00		500.00		R <input checked="" type="checkbox"/>	Sawb Town Twinning
22/09/2023	Direct		35.00	35.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/09/2023	Direct		25.00	25.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/09/2023	Direct		35.00	35.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
22/09/2023	Direct		35.00	35.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/09/2023	BCARD	20.10		20.10		R <input checked="" type="checkbox"/>	Ebzon Onestop Solutions Limite
25/09/2023	BCARD2	7.35		7.35		R <input checked="" type="checkbox"/>	Amazon.co.uk
25/09/2023	BCARD3	19.99		19.99		R <input checked="" type="checkbox"/>	Amazon.co.uk
25/09/2023	BCARD4	42.99		42.99		R <input checked="" type="checkbox"/>	Screwfix
25/09/2023	BCARD5	21.00		21.00		R <input checked="" type="checkbox"/>	East Herts District Council
25/09/2023	BCARD6	109.97		109.97		R <input checked="" type="checkbox"/>	Amazon.co.uk
25/09/2023	BCARD7	200.11		200.11		R <input checked="" type="checkbox"/>	Langthornes Plantery
25/09/2023	BCARD8	43.34		43.34		R <input checked="" type="checkbox"/>	Amazon.co.uk
25/09/2023	BCARD9	9.98		9.98		R <input checked="" type="checkbox"/>	Zeyu Electronic Co Ltd
25/09/2023	BCARD10	24.77		24.77		R <input checked="" type="checkbox"/>	Scale Lane Printers Limited
25/09/2023	BCARD11	81.01		81.01		R <input checked="" type="checkbox"/>	The Range
25/09/2023	BCARD12	18.86		18.86		R <input checked="" type="checkbox"/>	B&Q
25/09/2023	BCARD13	75.35		75.35		R <input checked="" type="checkbox"/>	Tesco Stores Ltd
25/09/2023	BCARD14	21.95		21.95		R <input checked="" type="checkbox"/>	Amazon.co.uk
25/09/2023	BCARD15	209.27		209.27		R <input checked="" type="checkbox"/>	PPL PRS Limited
25/09/2023	BCARD16	113.39		113.39		R <input checked="" type="checkbox"/>	414 Timber and Fencing
25/09/2023	DD1	289.41		289.41		R <input checked="" type="checkbox"/>	The Fuelcard Company
25/09/2023	Direct		41.00	41.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked

Date: 16/10/2023

Sawbridgeworth Town Council

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Time: 15:45

User: LD

Bank Reconciliation up to 30/09/2023 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
25/09/2023	Direct		20.50	20.50		R <input type="checkbox"/>	Receipt(s) Banked
26/09/2023	7850	330.00		330.00		R <input type="checkbox"/>	Froom & Co Limited
26/09/2023	7851	58.50		58.50		R <input type="checkbox"/>	Southern Electric
26/09/2023	7852	777.60		777.60		R <input type="checkbox"/>	Branson Leisure Ltd
26/09/2023	7853	1,140.00		1,140.00		R <input type="checkbox"/>	P W May Contracting Ltd
26/09/2023	7854	306.00		306.00		R <input type="checkbox"/>	Cambridge Printing Solutions (
26/09/2023	7856	95.00		95.00		R <input type="checkbox"/>	Dale, Lisa
26/09/2023	7857	750.25		750.25		R <input type="checkbox"/>	Ernest Doe & Sons Ltd
27/09/2023	7858	100.00		100.00		R <input type="checkbox"/>	SYPRC
27/09/2023	DD	42.00		42.00		R <input type="checkbox"/>	WESTWOOD PARK FARM LTD
27/09/2023	Direct		28.50	28.50		R <input type="checkbox"/>	Receipt(s) Banked
28/09/2023	DD	207.06		207.06		R <input type="checkbox"/>	Citation Limited
28/09/2023	DIRECT	120.00		120.00		R <input type="checkbox"/>	A Errington Neilson
28/09/2023	50.00		50.00	50.00		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2023	DD1	258.00		258.00		R <input type="checkbox"/>	Onecom Limited
29/09/2023	7859	885.36		885.36		R <input type="checkbox"/>	Link Global Services Ltd
29/09/2023	7860	2,250.00		2,250.00		R <input type="checkbox"/>	Groundwork East
29/09/2023	DD	646.00		646.00		R <input type="checkbox"/>	EDF Energy
29/09/2023	Direct		20.50	20.50		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2023	Direct		41.00	41.00		R <input type="checkbox"/>	Receipt(s) Banked
29/09/2023	Direct		214,662.00	214,662.00		R <input type="checkbox"/>	Receipt(s) Banked
		<u>44,878.52</u>	<u>222,705.49</u>				

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Staff</u>								
4001 Carter L							47.3%	
4003 Sargent J							40.4%	
4004 Parrish S							0.0%	
4005 Dale L							46.8%	
4008 Jones J							0.0%	
4011 V Derrick							46.7%	
4013 Crank D							0.0%	
4015 C Hunt							33.4%	
4016 A Robinson							0.0%	
4018 Langley G							0.0%	
4029 Salary Recharge							0.0%	
4030 PAYE							0.0%	
4035 NIC							81.1%	
4040 Pension							53.0%	
Staff :- Indirect Expenditure	212,731	114,248	221,845	107,597	0	107,597	51.5%	0
Net Expenditure	(212,731)	(114,248)	(221,845)	(107,597)				
<u>200 General Administration</u>								
1076 Precept	384,325	429,324	429,324	0			100.0%	
1090 Interest Received	2,231	3,366	750	(2,616)			448.9%	
1999 Miscellaneous Income	16,616	762	0	(762)			0.0%	
General Administration :- Income	403,173	433,452	430,074	(3,378)			100.8%	0
4070 Subscriptions	2,466	1,969	2,495	526		526	78.9%	
4075 IT Support	10,848	9,078	9,000	(78)		(78)	100.9%	
4080 Training (Members)	1,334	219	1,200	981		981	18.3%	
4081 Travel Expenses	684	388	500	112		112	77.6%	
4082 Training (Staff)	1,078	1,270	2,000	730		730	63.5%	
4083 Clerks Expenses	14	0	250	250		250	0.0%	
4090 IT Development	0	0	1,000	1,000		1,000	0.0%	
4095 Photocopy Charges	1,136	932	2,000	1,068		1,068	46.6%	
4100 Telephone/Broadband	2,375	1,618	2,500	882		882	64.7%	
4105 Postage	552	403	900	497		497	44.7%	
4110 Stationery	772	568	750	182		182	75.8%	
4115 Insurance	0	9,453	7,554	(1,899)		(1,899)	125.1%	
4120 Bank Charges	290	135	600	465		465	22.5%	
4125 Repairs & Renewals	0	0	750	750		750	0.0%	
4130 Staff Care	1,894	664	1,500	836		836	44.3%	
4135 Office Care	2,950	1,503	2,500	997		997	60.1%	

14:22 Detailed Income & Expenditure by Budget Heading 01/10/2023

Month No: 7 Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4140 Office Equipment	3,139	215	3,000	2,785		2,785	7.2%	
4180 Accountancy Services	3,386	(88)	1,700	1,788		1,788	(5.1%)	
4185 Audit	2,050	415	2,500	2,085		2,085	16.6%	
4190 Professional Fees	5,426	1,082	3,000	1,918		1,918	36.1%	
4195 Tourism	487	385	500	115		115	76.9%	
4200 Web-site	1,209	738	2,000	1,263		1,263	36.9%	
4201 Web-site development	83	738	1,000	263		263	73.8%	
4215 Town Signs	0	0	500	500		500	0.0%	
4415 Water	0	75	0	(75)		(75)	0.0%	
4990 Contingency	2,304	456	2,500	2,044		2,044	18.3%	
4999 Miscellaneous Costs	10,050	100	0	(100)		(100)	0.0%	
General Administration :- Indirect Expenditure	54,525	32,315	52,199	19,884	0	19,884	61.9%	0
Net Income over Expenditure	348,648	401,137	377,875	(23,262)				
<u>210 Democratic Services</u>								
1335 Civic Dinner Income	3,335	0	5,000	5,000			0.0%	
Democratic Services :- Income	3,335	0	5,000	5,000			0.0%	0
4310 Election Expenses	0	9,572	8,870	(702)		(702)	107.9%	3,850
4315 Mayor's Allowance	245	1,392	1,500	108		108	92.8%	
4330 Civic Events	2,192	774	2,500	1,726		1,726	31.0%	
4335 Civic Dinner Expenditure	5,032	0	5,000	5,000		5,000	0.0%	
Democratic Services :- Indirect Expenditure	7,468	11,737	17,870	6,133	0	6,133	65.7%	3,850
Net Income over Expenditure	(4,133)	(11,737)	(12,870)	(1,133)				
6000 plus Transfer from EMR	0	3,850						
Movement to/(from) Gen Reserve	(4,133)	(7,887)						
<u>220 Grants</u>								
4350 Grants - SYPRC	1,000	0	1,000	1,000		1,000	0.0%	
4355 Grants - The Hailey Centre	1,000	0	1,000	1,000		1,000	0.0%	
4370 Grants - S137	54	0	75	75		75	0.0%	
4375 Grants - Citizens' Awards	424	91	250	159		159	36.2%	
4380 Grants - Other	2,500	1,000	2,500	1,500		1,500	40.0%	
Grants :- Indirect Expenditure	4,978	1,091	4,825	3,734	0	3,734	22.6%	0
Net Expenditure	(4,978)	(1,091)	(4,825)	(3,734)				

Detailed Income & Expenditure by Budget Heading 01/10/2023

Month No: 7

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Civic Centre								
1400 Rental Income	250	280	500	220			56.0%	
Civic Centre :- Income	<u>250</u>	<u>280</u>	<u>500</u>	<u>220</u>			<u>56.0%</u>	<u>0</u>
4115 Insurance	7,326	7,535	0	(7,535)		(7,535)	0.0%	
4405 Rates	7,859	6,326	9,500	3,174		3,174	66.6%	
4410 Heat & Light	8,397	4,165	5,000	835		835	83.3%	
4415 Water	410	173	600	427		427	28.8%	
4420 Maintenance	4,189	2,494	2,080	(414)		(414)	119.9%	
4425 Fixtures & Fittings	83	18	1,040	1,022		1,022	1.7%	
4445 New Equipment	265	1,332	8,000	6,668		6,668	16.6%	
Civic Centre :- Indirect Expenditure	<u>28,530</u>	<u>22,043</u>	<u>26,220</u>	<u>4,177</u>	<u>0</u>	<u>4,177</u>	<u>84.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(28,280)</u>	<u>(21,763)</u>	<u>(25,720)</u>	<u>(3,957)</u>				
310 Police Suite								
1400 Rental Income	3,840	0	0	0			0.0%	
Police Suite :- Income	<u>3,840</u>	<u>0</u>	<u>0</u>	<u>0</u>				<u>0</u>
4420 Maintenance	0	0	250	250		250	0.0%	
Police Suite :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>	<u>0</u>	<u>250</u>		<u>0</u>
Net Income over Expenditure	<u>3,840</u>	<u>0</u>	<u>(250)</u>	<u>(250)</u>				
320 Hailey Centre								
4420 Maintenance	2,553	562	2,080	1,518		1,518	27.0%	
Hailey Centre :- Indirect Expenditure	<u>2,553</u>	<u>562</u>	<u>2,080</u>	<u>1,518</u>	<u>0</u>	<u>1,518</u>	<u>27.0%</u>	<u>0</u>
Net Expenditure	<u>(2,553)</u>	<u>(562)</u>	<u>(2,080)</u>	<u>(1,518)</u>				
330 Other Rented Accommodation								
4400 Rent	3,260	1,897	3,150	1,253		1,253	60.2%	
4410 Heat & Light	976	0	0	0		0	0.0%	
4420 Maintenance	0	438	0	(438)		(438)	0.0%	
Other Rented Accommodation :- Indirect Expenditure	<u>4,236</u>	<u>2,335</u>	<u>3,150</u>	<u>815</u>	<u>0</u>	<u>815</u>	<u>74.1%</u>	<u>0</u>
Net Expenditure	<u>(4,236)</u>	<u>(2,335)</u>	<u>(3,150)</u>	<u>(815)</u>				
400 Bullfield Allotments								
1500 Allotment Rent Income	1,810	566	750	184			75.5%	
1510 Allotment Water Income	181	58	200	143			28.8%	
Bullfield Allotments :- Income	<u>1,992</u>	<u>624</u>	<u>950</u>	<u>326</u>			<u>65.6%</u>	<u>0</u>

Detailed Income & Expenditure by Budget Heading 01/10/2023

Month No: 7

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4415 Water	490	489	500	11		11	97.7%	
4420 Maintenance	1,059	86	1,500	1,414		1,414	5.7%	
Bullfield Allotments :- Indirect Expenditure	1,549	575	2,000	1,425	0	1,425	28.7%	0
Net Income over Expenditure	443	(11)	(1,050)	(1,039)				
<u>410 Bellmead Allotments</u>								
1500 Allotment Rent Income	273	136	120	(16)			113.5%	
1510 Allotment Water Income	23	13	30	18			41.7%	
Bellmead Allotments :- Income	295	149	150	1			99.2%	0
4415 Water	108	53	50	(3)		(3)	105.0%	
4420 Maintenance	0	0	250	250		250	0.0%	
Bellmead Allotments :- Indirect Expenditure	108	53	300	247	0	247	17.5%	0
Net Income over Expenditure	187	96	(150)	(246)				
<u>420 Vantorts Allotments</u>								
1500 Allotment Rent Income	253	208	125	(83)			166.0%	
1510 Allotment Water Income	23	18	25	8			70.0%	
Vantorts Allotments :- Income	275	225	150	(75)			150.0%	0
4415 Water	100	81	100	19		19	81.5%	
4420 Maintenance	250	0	750	750		750	0.0%	
Vantorts Allotments :- Indirect Expenditure	350	81	850	769	0	769	9.6%	0
Net Income over Expenditure	(75)	144	(700)	(844)				
<u>430 Southbrook Allotments</u>								
1500 Allotment Rent Income	1,330	1,109	1,000	(109)			110.9%	
1510 Allotment Water Income	160	130	175	45			74.3%	
Southbrook Allotments :- Income	1,490	1,239	1,175	(64)			105.4%	0
4415 Water	200	2,776	250	(2,526)		(2,526)	1110.6%	
4420 Maintenance	2,891	240	1,000	760		760	24.0%	
Southbrook Allotments :- Indirect Expenditure	3,091	3,016	1,250	(1,766)	0	(1,766)	241.3%	0
Net Income over Expenditure	(1,601)	(1,778)	(75)	1,703				
<u>440 Cemetery</u>								
1150 Grants Received	140	0	0	0			0.0%	
1550 Burial Fees	32,685	15,360	25,000	9,640			61.4%	

Detailed Income & Expenditure by Budget Heading 01/10/2023

Month No: 7

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1560 Memorial Fees	1,975	1,075	1,485	410			72.4%	
1570 Grave Digging Income	1,500	1,460	1,200	(260)			121.7%	
1580 Trees	1,325	1,725	2,700	975			63.9%	
1581 Benches	4,069	813	3,108	2,295			26.1%	
1582 Plaques	360	530	330	(200)			160.5%	
Cemetery :- Income	42,054	20,962	33,823	12,861			62.0%	0
4029 Salary Recharge	9,434	6,544	14,013	7,469		7,469	46.7%	
4045 Subcontracted Labour	732	0	1,000	1,000		1,000	0.0%	
4415 Water	106	64	150	86		86	42.9%	
4420 Maintenance	1,630	3,650	5,000	1,350		1,350	73.0%	
4440 New Area	0	0	5,000	5,000		5,000	0.0%	
4441 Cemetery Development	0	4,695	0	(4,695)		(4,695)	0.0%	4,695
4520 Skip Hire	4,650	1,650	3,300	1,650		1,650	50.0%	
4525 Grave Digging Costs	0	560	0	(560)		(560)	0.0%	
4530 Trees	101	454	360	(94)		(94)	126.0%	
4531 Benches	3,195	1,904	1,860	(44)		(44)	102.4%	
4532 Plaques	709	264	125	(139)		(139)	211.1%	
4675 Publicity	0	0	500	500		500	0.0%	
Cemetery :- Indirect Expenditure	20,558	19,785	31,308	11,523	0	11,523	63.2%	4,695
Net Income over Expenditure	21,496	1,177	2,515	1,338				
6000 plus Transfer from EMR	0	4,695						
Movement to/(from) Gen Reserve	21,496	5,872						
445 Gt St Marys Closed Cemetery								
4029 Salary Recharge	0	0	1,750	1,750		1,750	0.0%	
4045 Subcontracted Labour	0	0	1,000	1,000		1,000	0.0%	
4420 Maintenance	0	0	7,250	7,250		7,250	0.0%	
Gt St Marys Closed Cemetery :- Indirect Expenditure	0	0	10,000	10,000	0	10,000	0.0%	0
Net Expenditure	0	0	(10,000)	(10,000)				
450 Playground								
4420 Maintenance	3,175	53	5,000	4,947		4,947	1.1%	
Playground :- Indirect Expenditure	3,175	53	5,000	4,947	0	4,947	1.1%	0
Net Expenditure	(3,175)	(53)	(5,000)	(4,947)				

Detailed Income & Expenditure by Budget Heading 01/10/2023

Month No: 7

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>460 Rivers Heritage Site & Orchard</u>								
4700 RHSOG	2,100	2,125	2,600	475		475	81.7%	
Rivers Heritage Site & Orchard :- Indirect Expenditure	<u>2,100</u>	<u>2,125</u>	<u>2,600</u>	<u>475</u>	<u>0</u>	<u>475</u>	<u>81.7%</u>	<u>0</u>
Net Expenditure	<u>(2,100)</u>	<u>(2,125)</u>	<u>(2,600)</u>	<u>(475)</u>				
<u>500 Groundsman</u>								
1600 SYPRC Income	0	500	0	(500)			0.0%	
1603 Public Toilet Income	1,255	431	1,000	569			43.1%	
1610 Contract - Other	0	311	0	(311)			0.0%	
Groundsman :- Income	<u>1,255</u>	<u>1,242</u>	<u>1,000</u>	<u>(242)</u>			<u>124.2%</u>	<u>0</u>
4029 Salary Recharge	25,976	19,021	34,274	15,253		15,253	55.5%	
4600 Planters	1,004	0	1,000	1,000		1,000	0.0%	
4601 Bell St Conveniences Cleaning	8,372	365	6,000	5,635		5,635	6.1%	
4602 Bell St Convenience Repairs	0	0	4,000	4,000		4,000	0.0%	
4615 Ranger's Mower	1,415	1,438	1,500	62		62	95.9%	
4620 Ranger's Tools	2,555	1,021	1,000	(21)		(21)	102.1%	
4625 Mower Costs	0	0	9,000	9,000		9,000	0.0%	
4630 CCTV	3,101	2,102	2,500	398		398	84.1%	
4635 CCTV Extension	3,703	6,508	5,500	(1,008)		(1,008)	118.3%	
Groundsman :- Indirect Expenditure	<u>46,126</u>	<u>30,456</u>	<u>64,774</u>	<u>34,318</u>	<u>0</u>	<u>34,318</u>	<u>47.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(44,870)</u>	<u>(29,214)</u>	<u>(63,774)</u>	<u>(34,560)</u>				
<u>600 Fun on the Field</u>								
1670 Event Income	825	875	1,000	125			87.5%	
Fun on the Field :- Income	<u>825</u>	<u>875</u>	<u>1,000</u>	<u>125</u>			<u>87.5%</u>	<u>0</u>
4029 Salary Recharge	0	0	900	900		900	0.0%	
4045 Subcontracted Labour	0	0	500	500		500	0.0%	
4670 Event Costs	1,071	1,387	1,000	(387)		(387)	138.7%	
4675 Publicity	263	125	100	(25)		(25)	125.0%	
Fun on the Field :- Indirect Expenditure	<u>1,334</u>	<u>1,512</u>	<u>2,500</u>	<u>988</u>	<u>0</u>	<u>988</u>	<u>60.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(509)</u>	<u>(637)</u>	<u>(1,500)</u>	<u>(863)</u>				
<u>610 Events General</u>								
4670 Event Costs	958	878	1,000	122		122	87.8%	
4675 Publicity	0	0	500	500		500	0.0%	
Events General :- Indirect Expenditure	<u>958</u>	<u>878</u>	<u>1,500</u>	<u>622</u>	<u>0</u>	<u>622</u>	<u>58.6%</u>	<u>0</u>
Net Expenditure	<u>(958)</u>	<u>(878)</u>	<u>(1,500)</u>	<u>(622)</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
620 Christmas Festival								
1670 Event Income	585	715	400	(315)			178.8%	
Christmas Festival :- Income	<u>585</u>	<u>715</u>	<u>400</u>	<u>(315)</u>			<u>178.8%</u>	<u>0</u>
4029 Salary Recharge	0	0	1,000	1,000		1,000	0.0%	
4045 Subcontracted Labour	0	0	350	350		350	0.0%	
4670 Event Costs	2,144	1,251	1,000	(251)		(251)	125.1%	
4675 Publicity	320	50	500	450		450	10.0%	
4685 Christmas Lights	13,309	1,345	15,000	13,655		13,655	9.0%	
4690 Competitions	562	0	600	600		600	0.0%	
Christmas Festival :- Indirect Expenditure	<u>16,335</u>	<u>2,646</u>	<u>18,450</u>	<u>15,804</u>	<u>0</u>	<u>15,804</u>	<u>14.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(15,750)</u>	<u>(1,931)</u>	<u>(18,050)</u>	<u>(16,119)</u>				
630 Markets								
1670 Event Income	0	0	7,500	7,500			0.0%	
Markets :- Income	<u>0</u>	<u>0</u>	<u>7,500</u>	<u>7,500</u>			<u>0.0%</u>	<u>0</u>
4675 Publicity	488	0	3,000	3,000		3,000	0.0%	
Markets :- Indirect Expenditure	<u>488</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(488)</u>	<u>0</u>	<u>4,500</u>	<u>4,500</u>				
640 Projects								
4710 Hanging Baskets	0	0	1,500	1,500		1,500	0.0%	
4715 Planters Project	0	0	500	500		500	0.0%	
4720 Town Green	2,250	1,875	10,000	8,125		8,125	18.8%	1,875
4725 Fair Green	0	0	1,200	1,200		1,200	0.0%	
4735 Remembrance Day	150	150	250	100		100	60.0%	
4740 War Memorial	1,700	0	1,000	1,000		1,000	0.0%	
Projects :- Indirect Expenditure	<u>4,100</u>	<u>2,025</u>	<u>14,450</u>	<u>12,425</u>	<u>0</u>	<u>12,425</u>	<u>14.0%</u>	<u>1,875</u>
Net Expenditure	<u>(4,100)</u>	<u>(2,025)</u>	<u>(14,450)</u>	<u>(12,425)</u>				
6000 plus Transfer from EMR	1,700	1,875						
Movement to/(from) Gen Reserve	<u>(2,400)</u>	<u>(150)</u>						
660 Town Selfie Walk								
4029 Salary Recharge	0	0	500	500		500	0.0%	
4670 Event Costs	234	255	0	(255)		(255)	0.0%	
4675 Publicity	285	0	500	500		500	0.0%	
4681 Promotional Equipment	0	0	1,000	1,000		1,000	0.0%	
Town Selfie Walk :- Indirect Expenditure	<u>519</u>	<u>255</u>	<u>2,000</u>	<u>1,745</u>	<u>0</u>	<u>1,745</u>	<u>12.8%</u>	<u>0</u>
Net Expenditure	<u>(519)</u>	<u>(255)</u>	<u>(2,000)</u>	<u>(1,745)</u>				

14:22 Detailed Income & Expenditure by Budget Heading 01/10/2023

Month No: 7 Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
700 Sawbobus								
1150 Grants Received	9,500	1,000	6,000	5,000			16.7%	
1151 STC Subsidy	0	0	15,000	15,000			0.0%	
1800 Fares	6,644	4,282	10,000	5,718			42.8%	
1820 Fuel Rebate	1,754	698	1,200	502			58.2%	
1830 Sponsorship	5,109	2,000	5,000	3,000			40.0%	
Sawbobus :- Income	23,007	7,980	37,200	29,220			21.5%	0
4029 Salary Recharge	19,326	12,726	19,576	6,850		6,850	65.0%	
4045 Subcontracted Labour	1,276	735	2,000	1,265		1,265	36.8%	
4800 Fuel	7,729	4,405	9,250	4,845		4,845	47.6%	
4805 Vehicle Maintenance	4,237	2,130	2,600	470		470	81.9%	
4810 Vehicle Tax & Insurance	1,944	1,809	2,000	191		191	90.4%	
4815 Vehicle Hire	0	0	1,000	1,000		1,000	0.0%	
4816 Community Bus Reserve	0	0	10,000	10,000		10,000	0.0%	
Sawbobus :- Indirect Expenditure	34,512	21,806	46,426	24,620	0	24,620	47.0%	0
Net Income over Expenditure	(11,504)	(13,826)	(9,226)	4,600				
800 Heffer GL61								
1850 Vehicle Hire Income	931	220	1,000	780			22.0%	
Heffer GL61 :- Income	931	220	1,000	780			22.0%	0
4800 Fuel	898	345	900	555		555	38.3%	
4805 Vehicle Maintenance	1,083	1,053	1,200	147		147	87.8%	
4810 Vehicle Tax & Insurance	1,919	1,809	1,500	(309)		(309)	120.6%	
Heffer GL61 :- Indirect Expenditure	3,900	3,207	3,600	393	0	393	89.1%	0
Net Income over Expenditure	(2,969)	(2,986)	(2,600)	386				
810 Rangers Truck FT63								
1850 Vehicle Hire Income	11,826	0	0	0			0.0%	
Rangers Truck FT63 :- Income	11,826	0	0	0				0
4800 Fuel	3,047	912	2,000	1,088		1,088	45.6%	
4805 Vehicle Maintenance	2,182	763	1,500	737		737	50.8%	
4810 Vehicle Tax & Insurance	2,916	1,085	1,500	415		415	72.3%	
4811 Purchase of WG64 KWK	10,000	0	0	0		0	0.0%	
Rangers Truck FT63 :- Indirect Expenditure	18,145	2,760	5,000	2,240	0	2,240	55.2%	0
Net Income over Expenditure	(6,319)	(2,760)	(5,000)	(2,240)				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>820 Rangers Truck #2</u>								
4800 Fuel	872	685	1,200	515		515	57.1%	
4805 Vehicle Maintenance	1,666	1,957	1,500	(457)		(457)	130.5%	
4810 Vehicle Tax & Insurance	293	1,361	1,000	(361)		(361)	136.1%	
4820 Purchase of Rangers Truck #2	10,020	0	0	0		0	0.0%	
Rangers Truck #2 :- Indirect Expenditure	<u>12,851</u>	<u>4,003</u>	<u>3,700</u>	<u>(303)</u>	<u>0</u>	<u>(303)</u>	<u>108.2%</u>	<u>0</u>
Net Expenditure	<u>(12,851)</u>	<u>(4,003)</u>	<u>(3,700)</u>	<u>303</u>				
<u>910 Town Action Plan</u>								
4910 Town Action Plan Costs	0	392	500	108		108	78.3%	
Town Action Plan :- Indirect Expenditure	<u>0</u>	<u>392</u>	<u>500</u>	<u>108</u>	<u>0</u>	<u>108</u>	<u>78.4%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(392)</u>	<u>(500)</u>	<u>(108)</u>				
<u>920 ATC Rent</u>								
1400 Rental Income	8,360	0	0	0			0.0%	
ATC Rent :- Income	<u>8,360</u>	<u>0</u>	<u>0</u>	<u>0</u>				<u>0</u>
Net Income	<u>8,360</u>	<u>0</u>	<u>0</u>	<u>0</u>				
Grand Totals:- Income	503,494	467,902	519,922	52,020			90.0%	
Expenditure	485,219	279,804	547,647	267,843	0	267,843	51.1%	
Net Income over Expenditure	<u>18,274</u>	<u>188,098</u>	<u>(27,725)</u>	<u>(215,823)</u>				
plus Transfer from EMR	1,700	10,420						
Movement to/(from) Gen Reserve	<u>19,974</u>	<u>198,518</u>						