

Sawbridgeworth Town Council

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



MAYOR
Cllr Greg Rattey

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

TOWN CLERK
Christopher Hunt

Cllrs Alder; E Buckmaster; R Buckmaster; Burmicz; Chester;
Coysten; Furnace; Gray; Patel; Parsad; Rattey; and Royle

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 31st JANUARY 2022** commencing at 19:30 to transact the business set out in the agenda below.

Handwritten signature of Christopher Hunt, Town Clerk.

Town Clerk
25TH January 2021

AGENDA

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

- 21/121 APOLOGIES FOR ABSENCE**
[👏] To receive and approve any apologies for absence
- 21/122 DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Pecuniary Interest by Members
- 21/123 PUBLIC FORUM**
To receive and respond to questions from members of the public on matters within the remit of the Town Council.
- 21/124 MINUTES**
[📄][👏] To approve as a correct record the minutes of the Meeting of the town council held on 29th November 2021 (M06) *[Attached]*
- To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda. *[Appendix A]*
- 21/125 PLANNING COMMITTEE**
[📄] To receive and note the minutes of the Planning Committee held on 29th November 2021 (P10) *[Attached]*
- To receive and note the draft minutes of the Planning Committee held on 17th January 2022 (P11) *[Attached] [Appendix B]*

21/126



ECON DEVT & STAP COMMITTEE

To receive and note the minutes of the Econ Devt & STAP Committee held on 17th January 2022 (E04) *[Attached] [Appendix C]*

21/127



FINANCE AND POLICY COMMITTEE

To receive and note the minutes of the Finance and Policy Committee held on 17th January 2022 (F03) *[Attached] [Appendix D]*



To consider the Recommendation of the Finance & Policy Committee and adopt the updates at points current Standing Orders amendments.
Points 12, 13 and 69

A resolution permanently to add, vary or revoke a Standing Order shall, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council. [Appendix E]

MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive mayor's appointments and communications

21/128



REPRESENTATIVES REPORTS

To receive representatives reports from:

- County Councillor
- District Councillors
- Hertfordshire Police
- Other Representatives
 - Cllr Royle
 - Cllr R Buckmaster
 - Cllr A Furnace

[Appendix F]

21/129



DETERMINATION OF A MAYOR-ELECT

To resolve to designate a mayor-elect for the civic year 2022-23.
Election of a mayor to be determined by resolution at the Annual meeting of the Town Council in May 2022.

21/130



BUDGET 2022-23 & DETERMINATION OF PRECEPT

1. To consider the Recommendation of the Finance & Policy Committee and adopt a Budget for 2022-23 *[Appendix F]*
2. To determine the Precept for 2022-23 and instruct the principal authority accordingly. *[Appendix G]*



21/131




GRANT APPLICATIONS

To consider grant requests made by the following:

1. Sustainable Sawbridgeworth
2. Redricks Target Shooting Club
3. Citizens Advice East Herts
4. Bell Street Pharmacy

[Appendix H]

- 21/132 TOWN PROJECT MANAGERS REPORT**
A verbal update on current project and planning for events 2022
- 21/133 JUBILEE FOUR DAY WEEKEND**
A verbal update on current planning for the four-day weekend to celebrate the Queens Jubilee
- 21/134 DEPOSIT & CONSULTATION DOCUMENTS**
To note receipt of any Documents for Noting and Consultation
- 21/135 FINANCIAL REPORT**
 To note the current Financial Report *[Appendix I]*
- 21/136 ACCOUNTS FOR PAYMENT**
To note and approve accounts for payment.
- 21/137 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.

Appendices for the Sawbridgeworth Town Council Meeting on Monday 31st January 2022

A	Agenda Item 21/124	Town Council Meeting Minutes 29 th November 2021
B	Agenda Item 21/125	Planning Committee Minutes
C	Agenda Item 21/126	Econ Devt & STAP Committee Minutes
D	Agenda Item 21/127	Finance and Policy Committee Minutes
E	Agenda Item 21/127	Recommendation of the Finance & Policy Committee
F	Agenda Item 21/128	Representatives reports
G	Agenda Item 21/130	Adopt a Budget for 2022-23
H	Agenda Item 21/130	Determine the Precept for 2022-23
I	Agenda Item 21/124	Grant Applications

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 19.30hrs in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 29th November 2021**.

Those present

Cllr Angela Alder
Cllr Eric Buckmaster
Cllr Ruth Buckmaster
Cllr Craig Chester

Cllr Annelise Furnace
Cllr Greg Rattey
Cllr David Royle
Cllr Nathan Parsad

In attendance:

Christopher Hunt Town Clerk
Joanne Sargent Town Project Manager

Thought of the day read by Cllr E Buckmaster

21/106 APOLOGIES FOR ABSENCE

Cllr D Patel – Apology received and accepted
Cllr John Burmich – Apology received and accepted
Cllr P Gray – Absent
Cllr P Coysten – Absent

All members present resolved to approve these apologies for absence.

21/107 DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of Pecuniary Interests.

21/108 PUBLIC FORUM

Letter read from Mrs C Carter regarding the extension of the footpath on the East side of Vantorts Road at the junction with Sheering Mill Lane.
ACTION - For the Clerk to respond by letter as this was an East Herts Planning issue and not something the Town Council could assist with.

Letter from Mrs Mead asking how the arrangements are going to celebrate the Queens platinum jubilee. This item will be answered in the Town Projects managers update further along the agenda and it was agreed this could be dealt with there.

21/109 MINUTES

Resolved: To approve as a correct record the minutes of the Council Meeting held on 25th October 2021 (M05)
[prop Cllr A Alder; sec'd Cllr R Buckmaster]

Matters arising from these Minutes and not dealt with elsewhere on this Agenda.

At the discretion of the Chair a resolution has been requested by Councillor R Buckmaster and can be authorised under Standing Orders Sect 23(q) being:

"Resolutions mover without notice to give the consent of the Council when such consent is required by these Standing Orders"

21/110 PLANNING COMMITTEE

Received and noted: the minutes of the planning committee held on 25th October 2021 (P08)

Received and noted: the draft minutes of the planning committee held on 15th November 2021 (P09)

21/111 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

- Attended Harlow Mayors Civic Ceremony
- Laid the wreath on Remembrance Sunday
- Organised a meeting with the developers at West Road due to the affect this is having on Crumps Farm
- Continued talks on race issues and sat on a meeting with the East Herts Black Parents Assembly (EHBPA) and will arrange a meeting with councillors and the EHBPA in the New Year
- Met with new shop owners for men's formal wear
- Met with shop owners group
- Working on the new government grant – additional restrictions grant for shops offering services.
- The Mayor has been made a patron of neuro centres at the Rivers Hospital.
- Assisted with a local homeless male with two shop keepers and EHDC did a great job in re housing him.
- Completed some town promotional work with the vlogger Adam Day.
- Cllr Chester thanked the nostalgic committee for inviting him as deputy mayor to lay the wreath on Remembrance Sunday

21/112 REPRESENTATIVES REPORTS

Received and noted: Representatives reports from:

- County Councillor E Buckmaster added:
 - Thanked all staff for the Christmas Fayre in the poor weather
 - Noted that the new heritage lights were being fitted in Bell Street
 - The New Mexico restaurant railings were to be replaced in the following two days
 - West Road is now open after works have been completed
 - Some of the highway's matters will be addressed in the new year after consultation with residents regarding yellow lines.
 - The first 20mph restriction will be in place prior to the end of the financial year and other projects are being developed through speed and volume studies.
- Questions*
Cllr Alder asked
- regarding the position of the library service in Sawbridgeworth,
 - the process of applying for schools due to her concern of the number of children being home schooled.
 - In regard to the Queens Canopy are people expected to plant a specific variety of tree and the Church will be planting trees in its grounds and is there any funding for this project.

Cllr E Buckmaster, alternative premises will need to be found for the local library and will be looking in to sharing with the extension of the memorial hall if specifications match.

Home schooling is a difficult question and Cllr R Buckmaster stated that families will be informed but do choose to home school.

Cllr E Buckmaster asked the Clerk to update on the tree question which he advised that any variety of tree was accepted, funding of up to £350 per project was available.

Cllr Furnace asked if real time monitoring of air quality would be available to advising parents the best route to walk to school.

Cllr E Buckmaster stated new software was being developed to find the cause on any hotspots so they can be addressed. Further funding may be available in the new year for districts to complete monitoring which he will have information on in the new year.

- District Councillor Alder added:
 - A number of EHDC staffing posts are currently on hold due to the review of the current structure and cost savings that need to be made.
 - Various training packages have been successfully completed by EHDC staff.
- District Councillor R Buckmaster added:
 - Referred to her report.
- Other Representatives –
 - Councillor Royle
 - Asked if the towns benches, as part of civic pride, could be adopted by the town council.
 - The Town Project manager stated the Town Council have painted the benches previously and the London Road bench will be adopted
 - Cllr E Buckmaster stated this was difficult but perhaps putting a small amount of funding in the budget may be the best way forward for minor repairs and painting to be completed.
 - Councillor R Buckmaster
 - Introduced the item to resolve, expenditure needed to fit a new kitchen and cooker at a cost of £7000 at the Bullfields community building.
To approve the Town Councils consent to allow the Trustees of SYPRC to commit to expenditure of over £5000 (Five Thousand Pounds) as outlined in the SYPRC constitution.
Cllr's Furnace, Royle, and Alder wanted it noted that they have an interest in this matter, but this was not pecuniary.

[prop Cllr E Buckmaster; sec'd Cllr Parsad]
 - Wassail and Apple Day events were planned and will be taking place
 - Councillor Furnace:
 - Updated that the tow paths were being repaired and the relationship with the river trust was helping this project
 - The film showing was a good event and further people are looking at joining the group for community gardening.

21/113 TOWN CLERKS REPORT

- The Sawbobus funding is being pursued and another report has been requested by the national lottery
- Cllr Jonathon Kaye EHDC would like to use the Chamber for a community event

Cllr Furnace asked if the welcome pack previously mentioned was going ahead.

The Clerk stated that the welcome pack will be produced in conjunction with the Mayor.

Cllr Furnace asked if any further information was available regarding the road names on the Taylor Wimpey site. The Clerk will liaise with Cllr E Buckmaster to explore when this may be planned.

21/114 TOWN PROJECT MANAGERS REPORT

- Updated on the Christmas Fayre and the poor weather that required the event to be closed earlier than planned.
- Some of the performers and stalls had been affected by Covid issues.
- Several members of staff had been subject to abuse from residents and customers using the shops and the event was perhaps too big for the area and the road layout.

Further research with other event organisers will take place prior to the 2022 event.

Cllr Alder thanked the staff for all their work on the Christmas event which was echoed by Cllr R Buckmaster

21/115 APPOINTMENTS AND APPRAISALS COMMITTEE

To appoint a Councillor to this committee following the resignation of Councillor E Buckmaster.

Councillor Alder wanted it noted Councillor E Buckmaster's many years of contribution to the committee and thanked him on behalf of the Council.

Cllr Alder proposed Cllr Parsad for the position, seconded by Councillor R Buckmaster. All councillors voted in support of this appointment.

21/116 QUEENS CANOPY

The Clerk updated the funding is capped at £350 and an ancient hedgerow in Pishiobury Park was the focus for this project. Further plants for projects are available from the Woodlands Trust

Cllr E Buckmaster stated he had funding to support the project if required.

Town Projects Manager will collate projects in relation to the Queens Jubilee in the Town and is already liaising with different organisations to see what resources are available. She also thought the Town Council could hold a competition to appoint a Town Cryer which she will explore in the new year.

Also call a meeting with managers for all the towns licensed premises to encourage an event with all involved and perhaps running a food festival.

Cllr Furnace thought this would encourage a multi-cultural community event. This will be explored in January and if required a working party formed if traders are interested in forming a larger event.

21/117 DEPOSIT AND CONSULTATION DOCUMENTS

Noted: The Deposit and Consultation Documents

21/118 FINANCIAL REPORT

Noted: The current Financial Report

21/119 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

21/120 ITEMS FOR FUTURE AGENDAS

To add the Queens Canopy as an agenda item

The Mayor concluded the meeting by wishing everyone a Happy Christmas

Meeting ended at 20.47hrs

Appendix B Agenda Item 21/125 Planning Committee Minutes

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 29 November 2021** at 8.50pm.

Those present

Cllr Angela Alder
Cllr Nathan Parsad

Cllr Craig Chester
Cllr David Royle

(Ex officio Cllr Greg Rattey)

In attendance:

C Hunt – Town Clerk
J Sargent – Town Projects Manager
L Dale – Planning Officer

P 21/84 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. Apologies received and approved from Cllr Patel. Cllr Gray was absent.

P 21/85 PUBLIC FORUM

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

P 21/86 DECLARATIONS OF PECUNIARY INTEREST

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

P 21/87 MINUTES

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

- 15 November 2021 (P09) *[prop Cllr Rattey; secd Cllr Chester]*

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

P 21/88 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments. Signed petition from residents opposing proposed Hatfield Broad Oak development sent to EHDC. Cllr Parsad to draft response once Wrenbridge proposed plans resubmitted.

P 21/89 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/21/2699/HH 25 Knight Street, CM21 9AT

Single storey rear extension

STC Comment: No objection *[prop Cllr Chester; secd Cllr Parsad]*

3/21/2715/HH **Inglis, Spellbrook Lane West, Spellbrook**
Front porch and side extension with external alteration. Addition of 2 rear patio doors as well as bi-folding doors. Extension to garage with part demolition
STC Comment: No objection [*prop Cllr Royle; secd Cllr Chester*]

3/21/2865/HH **White Cottage, London Road, Spellbrook**
New garage
STC Comment: No objection [*prop Cllr Parsad; secd Cllr Rattey*]

3/21/2885/HH **49 Sayesbury Road, CM21 0EB**
Demolition of conservatory and replacement single storey rear extension. Pitched roof to front porch. Insertion of two windows to side elevation. Cladding to front and alterations to fenestration
STC Comment: No objection [*prop Cllr Chester; secd Cllr Parsad*]

P 21/90 **LATE PLANNING APPLICATIONS**
To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 26 November 2021.

3/21/1782/HH **4 Rowney Wood, CM21**
Demolition of garage. Part single, part two storey extension incorporating Juliet balcony to the rear. Single storey rear extension with roof lanterns and alterations to fenestration
STC Comment: No objection. Urge an assessment of light be carried out [*prop Cllr Parsad; secd Cllr Royle*]

3/21/2942/HH **46 Newton Drive, CM21 9HE**
Insertion of dormer and glass balcony to the rear. Replacing first floor window on side elevation with Juliet balcony
STC Comment: No objection [*prop Cllr Parsad; secd Cllr Chester*]

P 21/91 **PLANNING DECISIONS MADE BY EHDC**
To receive Planning Decisions from EHDC.

3/21/2303/HH **13 Elmwood, CM21 9NL**
First floor rear extension and insertion of window to first floor flank elevation
STC Comment: No objection
EHDC Decision: Granted

3/21/2382/HH **Margray, London Road, Spellbrook, CM23 4BA**
Two storey side extension, part two and part single storey rear extension. Loft conversion including rear dormer window
STC Comment: Objection. Overdevelopment of site
EHDC Decision: Refused. "The proposed development by reason of its size and scale would result in a disproportionate addition to the original building and would amount to inappropriate development in the Green Belt. The proposal would also result in further harm by loss of openness. Very special circumstances have not been identified that would

clearly outweigh the harm by reason of inappropriateness, and other harm. The proposal would therefore be contrary to Policy GBR1 of the East Herts District Plan 2018 and the National Planning Policy Framework.” & “The proposed development, by reason of its size, scale, bulk, siting and design fails to demonstrate a sufficient degree of subservience to the host dwelling and would unbalance the pair of semi-detached properties of which it is a part and would be harmful to the character and appearance of the dwelling and the street scene. The proposal is thereby contrary to Policies DES4 and HOU11 of the East Herts District Plan 2018.

3/21/2417/HH 76 White Post Field, CM21 0BY

Replacement of conservatory roof

STC Comment: No objection

EHDC Decision: Granted

P 21/92 PLANNING APPEALS

To receive notification from EHDC of Planning Appeals.

27 Bell Street, Sawbridgeworth, Hertfordshire, CM21 9AR

LPA Appeal Reference: 21/00069/NONDET

Meeting Closed at 9.03pm

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 17 January 2022** at 7.30pm.

Those present

Cllr Angela Alder
Cllr Nathan Parsad

Cllr Craig Chester
Cllr David Royle

(Ex officio Cllr Greg Rattey)

In attendance:

C Hunt – Town Clerk

J Sargent – Town Projects Manager

Meeting Recorded

P 21/93 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. Apologies from Cllr Patel received and approved [*prop Cllr Parsad; secd Cllr Royle*] Cllr Gray was absent.

P 21/94 PUBLIC FORUM

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

P 21/95 DECLARATIONS OF PECUNIARY INTEREST

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

P 21/96 MINUTES

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

- 29 November 2021 (P10) [*prop Cllr Chester; secd Cllr Royle*]

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

P 21/97 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments. Cllr Royle to share recent documents regarding revised plans for the Wrenbridge development. Committee to review the new design when the latest plans are submitted to EHDC

P 21/98 DELEGATED POWERS

Report on comments made under delegated powers

3/21/2658/HH **50 & 52 Bullfields, CM21 9DF**
Demolition of outbuildings and erection of an integrated single storey rear extension
STC Comment: No objection

3/21/2786/FUL **6 Springhall Road, CM21 9ET**
Erection of two four bedroom detached dwellings with new vehicular access way
STC Comment: No objection as long as East Herts highways are content with access arrangements

3/21/2832/OUT **Cermencita Cattery & Kennels, Highbank, Spellbrook Lane West**
Outline planning for the demolition of four buildings and erection of four dwellings with associated access way and parking, all matters reserved
STC Comment: No objection

3/21/2847/HH **The Lodge, Hyde Hall, Hallingbury Road**
Construction of two storey side extension. New gable on first floor rear elevation with new first floor rear and side window openings. Alterations to fenestration. Demolition of outhouses and construction of replacement outbuilding consisting of garage, store and home office
STC Comment: No objection

3/21/2903/COMP **35 Bell Street, CM21 9AR**
Change of use from Class E to Class C3 for one 1-bed apartment with partial retention of existing ground floor commercial space
STC Comment: Regret the loss of Class E at first floor, we welcome the retention at ground floor

3/21/2950/HH **Dower House, 17A Knight Street, CM21 9AT**
Demolition of existing roof. Raising roof and chimney height through loft conversion and extension, incorporating four roof lights. Insertion of three dormers to front elevation and two dormers to rear elevation. Insertion of window to first floor rear elevation. Front single storey car lodge and outbuilding. Alterations to fenestration
STC Comment: No objection as long as neighbour concerns are assessed in terms of daylight/privacy impact

3/21/2993/HH **2 Northfield Road, CM21 9DR**
Two storey side extension
STC Comment: No objection

3/21/3024/HH **24 Pishiobury Drive, CM21 0AE**
Single storey rear extension. New rear patio and external steps. New front porch with relocated front door. Alterations to ground floor fenestration. Change the exterior walls and roof of the rear conservatory
STC Comment: No objection

3/21/3028/HH Hill View, London Road, Spellbrook

Single storey side extension and raising roof height

STC Comment: No objection

3/21/3071/HH 42 Pishiobury Drive, CM21 0AE

Two storey front extension and rear ground floor infill extension. Insertion of first floor window to side elevation. Alterations to fenestration and external alterations

STC Comment: No objection

3/21/3113/HH 30 Newton Drive, CM21 9HE

Demolition of lean-to, garage and porch. Erection of two storey side and rear extension incorporating a first floor rear Juliet balcony, single storey front and rear extensions, replacement windows and alteration to external materials

STC Comment: No material objection, however neighbour privacy and amenity will to be considered

P 21/99 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/21/2975/FUL The Knightons, 6 Spellbrook Lane East, Spellbrook

Sitting of portacabin for the use of beauty treatments

STC Comment: No objection [*prop Cllr Parsad; secd Cllr Royle*]

3/21/3127/HH Highbank, London Road, Spellbrook

Demolition of single storey side extension. Construction of single storey rear extension. New roof at a raised height with new chimney, loft conversion with 3 rear dormer windows, 1 front dormer window and 2 front rooflight windows

STC Comment: No objection [*prop Cllr Chester; secd Cllr Parsad*]

3/21/3134/HH Rowney Bois, High Wych Road, CM21 0HH

First floor front and rear extension to form crown roof with new dormers to the front, rear and both sides. Single storey front and rear infill extension. Alterations to ground floor fenestration. Demolish part of the stable building

STC Comment: No objection [*prop Cllr Parsad; secd Cllr Chester*]

3/21/3140/HH 34 The Orchards, CM21 9BB

Demolition of garage. Erection of two storey side extension and single storey rear extension. New dormer windows to front and replacement windows

STC Comment: No objection [*prop Cllr Royle; secd Cllr Parsad*]

3/21/3160/HH 26 West Road, CM21 0BL

Single storey rear extension and alterations to roof to create new gable with loft conversion

STC Comment: No objection [*prop Cllr Parsad; secd Cllr Rattey*]

P 21/100 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 14 January 2022.

3/21/3038/FUL Eden House, 21A Knight Street, CM21 9AT

Conversion of garage/outbuilding to one 1 bedroom detached two-storey dwelling with two addition car-parking spaces, alterations to fenestration and opening, the addition of roof lights and new windows and installation of air source heat pump

STC Comment: No objection.

3/22/0050/HH 131 West Road, CM21 0BW

Demolition of rear conservatory. Construction of two storey and part single storey rear extension, single storey front porch extension and new first floor side

STC Comment: Objection. Impact on neighbours to be considered [*prop Cllr Parsad; secd Cllr Rattey*]

P 21/101 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/21/0893/FUL 7 Pishiobury Drive, CM21 0AD

Demolition of existing house. Construction of one 2 storey detached house with basement, 2 rear dormer windows and 2 balconies to rear first floor, together with the erection of a detached garage

STC Comment: Objection. Overdevelopment of site & loss of openness. Objections from neighbours noted

EHDC Decision: Granted

3/21/1097/HH &

3/21/1098/LBC Falconers, 15 High Wych Road, CM21 0AY

Single storey front extension

STC Comment: No objection

EHDC Decision: Granted

3/21/1157/FUL 15 Bullfields, CM21 9DE

Demolition of garage and erection of one 2 bedroom attached dwelling with associated car parking and landscaping

STC Comment: Objection – overdevelopment of site

EHDC Decision: Granted

3/21/1323/FUL 38 Bell Street, CM21 9AN

Regularisation for erection of canopy and erection of 3 lights

STC Comment: No objection

EHDC Decision: Granted

3/21/1567/HH 33 The Forebury, CM21 9BD

Installation of electric gates

STC Comment: No objection

EHDC Decision: Granted

3/21/1620/HH 2 Springhall Road, CM21 9ET

Erection of cladding to first floor front elevation

STC Comment: No objection

EHDC Decision: Granted

3/21/1688/HH 28 Hampton Gardens, CM21 0AN

Erection of a workshop/shed and a summerhouse with storage to rear garden

STC Comment: Objection. Inappropriate development - height, bulk, mass & position of the proposed buildings would have detrimental impact on neighbours amenities.

Neighbours concerns supported.

EHDC Decision: Granted

3/21/1782/HH 4 Rowney Wood, CM21 0HR

Demolition of garage. Part single, part two storey side extension incorporating Juliet balcony to the rear. Single storey rear extension with roof lanterns and alterations to fenestration

STC Comment: As previously submitted - No objection - Neighbours concerns re loss of light noted. Urge that daylight/sunlight assessment be carried out

EHDC Decision: Granted

3/21/1861/FUL The Chestnuts, Redricks Lane, CM21 0RL

Creation of new dwelling through separation of the existing Residential Annex called Rose Cottage from the dwelling through sub division of the plot

STC Comment: No objection

EHDC Decision: Granted

3/21/2147/HH 84 High Wych Road, CM21 0HQ

Removal of conservatory, rear projection, side projection and integrated carport. Construction of single storey rear extension, detached timber-framed carport, alteration and extension to rear first floor external wall with new flat roof and sash window

STC Comment: No objection

EHDC Decision: Granted

3/21/2162/HH 7 School Lane, CM21 9FA

Roof space conversion with rear dormer window and 3 front roof windows

STC Comment: No objection

EHDC Decision: Granted

3/21/2210/HH 11 Roseacres, CM21 0BU

Single storey rear extension and cedar weatherboard cladding fitted to front elevation

STC Comment: No objection

EHDC Decision: Granted

3/21/2287/HH 26 East Park, CM21 9EX

Two storey side and two storey rear extension. Single storey front and single storey side extension

STC Comment: No objection

EHDC Decision: Granted

3/21/2407/HH 6 Chalks Avenue, CM21 0BX

Demolition of existing garage and erection of single storey front extension. Levelling of land to provide new drive and front steps

STC Comment: No objection

EHDC Decision: Refused. "The proposed extension by way of its size and design would fail to achieve a high standard of design to respond to the context of the site, or to reflect local distinctiveness. The development would therefore be an unduly prominent addition that would be harmful to the character and appearance of the site and surrounding area contrary to Policies DES4 and HOU11 of the East Herts District Plan 2018".

3/21/2469/HH 26 Brook Lane, CM21 0EL

Entrance canopy to front elevation. Erection of garage to side elevation.

STC Comment: No objection

EHDC Decision: Granted

3/21/2506/HH 82 White Post Field, CM21 0BY

Demolition of conservatory. Erection of a two storey rear extension, first floor side extension, enlargement of existing porch, alterations to fenestration

STC Comment: Neighbours concerns/comments noted. Urge that daylight/sunlight assessment be carried out

EHDC Decision: Granted

3/21/2576/LBC 25 Bell Street, CM21 9AR

Redecorate the façade of the building

STC Comment: LBC - Support this application

EHDC Decision: Refused. "The proposed works would result in less than substantial harm to the special interest and significance of the historic fabric and would be detrimental to the character and appearance of the Listed Building. This harm is not outweighed by any public benefits and therefore the proposal would be contrary to Policies HA1 and HA7 of the East Herts District Plan 2018 and the National Planning Policy Framework 2021."

3/21/2587/COMPEN 37 Bell Street, CM21 9AR

Change of use from class E to class C3 (Residential) for 2 one bed apartments, with partial retention of existing ground floor commercial space

STC Comment: Support first floor change of use to residential. Objection to change of use from office/retail to residential at ground floor level Urge retention of commercial use.

EHDC Decision: Refused. "The proposed development involves works that would go beyond the provisions of Schedule 2, Part 3, Class MA of Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). These works would be required to be implemented, in order to provide adequate levels of natural light for the intended occupiers of the proposed residential units."

3/21/2589/HH **6 Hampton Gardens, CM21 0AN**

First floor extension above the garage

STC Comment: No objection - comments on previous application noted

EHDC Decision: Refused. "The proposed development, by reason of its size, scale and design, would add considerable bulk and mass to the site that would result in a cramped form of development and would fail to achieve a high standard of design to respond to the context of the site, or to reflect local distinctiveness. The development would therefore be harmful to the character and appearance of the site and the surrounding area. The proposal would thereby be contrary to Policies DES4 and HOU11 of the East Herts District Plan 2018."

3/21/2667/HH **15 Hoestock Road, CM21 0DZ**

Single storey front extension

STC Comment: No objection

EHDC Decision: Granted

3/21/2699/HH **25 Knight Street, CM21 9AT**

Single storey rear extension

STC Comment: No objection

EHDC Decision: Granted

3/21/2723/HH **2 Redricks Lane, CM21 9RL**

Loft conversion with rear dormer and two roof lights to front

STC Comment: No objection

EHDC Decision: Granted

P 21/102 PLANNING APPEALS

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

Meeting Closed at 7.53pm

SAWBRIDGEWORTH TOWN COUNCIL

ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE

Minutes

of the meeting of the Economic Development and STAP Committee held at, Sayesbury Manor, Bell Street, Sawbridgeworth at 20.00 on Monday 17th January 2022.

Those present

Cllr A Alder

Cllr R Buckmaster

Cllr A Furnace

In attendance:

Christopher Hunt – Town Clerk

J Sargent – Town Projects Manager

Cllr N Parsad

Cllr David Royle

Cllr G Rattey – ex officio

E 21/34 APOLOGIES FOR ABSENCE

Cllr D Patel

[Prop Cllr A Alder, Secd R Buckmaster]

E 21/35 PUBLIC FORUM

There were no members of the public present at the Economic Development and STAP Committee.

E 21/36 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

E 21/37 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on 15th November 2021 (E03)

[Prop Cllr A Alder, Secd R Buckmaster]

Matters arising Cllr R Buckmaster requested all meetings to be sent as a calendar invite to remind everyone of upcoming dates. The Clerk agreed that this could be completed for future meetings.

E 21/38 TOWN GREEN WORKING PARTY

Updates:

- Clerk updated that Cllr R Buckmaster, the projects manager Joanne Sargent and he had met and progressed matters to formulate a questionnaire via SurveyMonkey for ideas on the development of the area, this will be taken forward to the working group for progression.
- Joanne Sargent and Cllr R Buckmaster confirmed that 8 questions had been organised for comment by the working group and then to be sent out prior to the school half term starting on the 14th February 2022
- Cllr Alder requested that hard copy surveys be completed for those not using the internet which Joanne Sargent said would be done through shops, SawboBus, the library. If time allows people walking near to the Town Park could be requested to complete the survey to ensure personal views are received from local people.

- Cllr Furnace raised the Sustainable Sawbridgeworth group were promoting a gardening and growing initiative and have a Zoom meeting at 7:30pm on the 25th January with speakers from neighbouring areas who have completed similar projects. At this meeting it could be suggested an area in Town Green could be used for the gardening and growing initiative.

E21/39 TOWN MARKET AND BRANDING

Updates:

- Town Projects Manager will be launching the market between March 30th to April 6th and is completing research to be able to do this.
- Two boxes of reusable shopping bags to promote local retail form the 'Big Wave' initiative had been received and will be used to give away to customers attending the market when it starts. The project has money left for local initiatives and the Projects Manager will apply for funding for small projects around the town.

E21/40 TOWN ACTION PLAN

Updates:

- Cllr Parsad reported that he had met with the Clerk and a further meeting was planned to move the project forward. The Town Green will be added as a separate item due to the size of the project and information requested from councillors and staff will collated and key themes identified.
- Cllr R Buckmaster requested that the library be mentioned in the town plan, Cllr Parsad agreed this could is on the plan and will be highlighted in the revised plan.
- Cllr E Buckmaster updated has received the specifications for a new library. These plans are now to be assessed to decide if it is feasible to develop the current library.

E21/41 COUNCILLOR ENGAGEMENT

Updates:

- Clerk reported that the 'Coffee with a Cop' was currently suspended due to the Covid situation and when this starts back up he would inform the councillors as it is a great vehicle for partnership work and engagement. Cllr Furnace and Parsad suggested that the Town Green and Action Plan can be promoted at these meetings
- Cllr Alder requested thanks to the Clerk be minuted for the Clerks Corner report in the Flyer which had now been recognised by other towns who were now using the format to complete local reports to the community.

E21/42 FUNDING OPPORTUNITIES

Updates:

- The Clerk updated that the National Lottery application for SawboBus had reached a second stage and he will have a telephone interview with the assessors soon.

- The Clerk thanked Cllr Alder for the donation towards SawboBus from the Sawbridgeworth Trust which has been raised from one thousand pounds to two thousand pounds due to the funding loss.

E21/43 ITEMS FOR FUTURE AGENDAS

Nothing raised.

Meeting Closed at 20.24

SAWBRIDGEWORTH TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

Minutes

of the meeting of the Finance and Policy Committee held at the Chamber, Sayesbury Manor, Bell Street, Sawbridgeworth at 20:30 on **Monday 17th January 2022**.

Those present

Cllr Angela Alder

Cllr Eric Buckmaster

Cllr Ruth Buckmaster

Cllr David Royle

Cllr Nathan Parsad

In attendance:

Christopher Hunt – RFO

J Sargent – Town Project Manager

Cllr Greg Rattey (Ex Officio)

F 21/17 APOLOGIES FOR ABSENCE

Cllr D Patel - *[prop Cllr R Buckmaster; secd Cllr N Parsad]*

F 21/18 DECLARATIONS OF INTEREST

There were no Declarations of Interest by Members

F 21/19 MINUTES

To approve as a correct record the minutes of the Finance and Policy Committee held on 13th September 2021 (F02)

[prop Cllr A Alder; secd Cllr R Buckmaster]

- Cllr E Buckmaster asked if there was an update on the energy provider for the council building, the Clerk responded that a one year fixed rate contract had been completed due to the rapid increase in charges.

F 21/20 STAFF MATTERS

To consider any matters relating to members of staff.

Updates:

- The Clerk informed members that Covid restrictions asking people to work from home if possible was negatively impacting on communication and as such all staff were happy to work in the office with caution.
- The Clerk with Cllr Alder were now in a position to complete staff appraisals and these would be completed this month.

F 21/21 FINANCE MATTERS

Updates:

- Cllr E Buckmaster referred to the 2022/23 budget and asked if members agreed to the Clerk referring to the points in his report to cover the main areas of change, all agreed to this.
- The Clerk then proceeded to read from his report:
- Establishment – a new full time Ranger was budgeted for due to

the increase in land management and to save on outsourcing to contractors

- Finance and Policy – the office will move over to a VOIP internet phone system to save money. Computer numbers will be reduced and the website to be upgraded.

Cllr Royle asked if the Eco Audit had impacted on the budget, the Clerk responded that green energy providers had been contacted but were very expensive, so it was agreed for this year to go for a cheaper option until the energy costs had stabilised.

- Estates – storage continues to be expensive and alternative locations are being sought but difficult to find locally
- Amenities – Amen areas are allotments, Cemetery, West Road Play area and Orchard management.

Cllr Alder asked if the new West Road allotments could have funding from the developer to ensure they don't run at a loss. Cllr E Buckmaster stated that this was not likely. Cllr R Buckmaster enquired to the cutting of the grass in the orchard as it had not been completed, the Project Manager said part payment had been made only and it was the site that affected the ability to complete a full grass cut.

- Operations – Bell Street toilets were generating money from users. A lawnmower is required due to the current one getting old and CCTV is to be extended in the town and all had been budgeted for.
- Events – Local Market to start, Fun On The Field to go ahead, Christmas event to be repeated as they were pre Covid restrictions.

Cllr Furnace asked if the Town Selfie Walk was budgeted for which the Clerk informed it was.

- Projects – the Town Green project had been budgeted for another ten thousand pounds added to reserves to support the project.
- Civic Event – Mayor Civic Dinner event to go ahead this year.
- SawboBus – funding has been stopped by East Herts District Council and funding is being sought from several sources to maintain the service.

Options regarding funding were:

1. Do nothing, bus service to be terminated
2. A small fee, £2 per day for passengers, STC subsidy at previous investment of £15,000. This may be sufficient to maintain the service and sponsorship and further funding streams are being explored. The introduction of a fare may reduce numbers further for those who are not willing to pay.
3. Reduce the fee to £1 per day for passengers increasing STC's subsidy to £25,000

It was agreed by all members recommendation 3 was preferred and to promote the service, seek sponsorship and any other funding that may be available. It was recognised the service was valued by the users who are predominantly who are at risk of socially isolated and offered them access to local amenities.

- Summary – the above was summarised by the Clerk and all were happy for the budget to be submitted for the full town Council
[prop Cllr Alder; sec'd Cllr R Buckmaster]

Cllr R Buckmaster raised a point, in the budget playschemes were marked for £2000 and in fact this was no longer required, this money could be removed from the budget for this coming financial year, this will be raised at the full council meeting.

F 21/22 POLICY MATTERS

Updates:

- The Clerk explained that he was required to review Standing Orders and two items needed to be added relating to public and press being able to record Town Council meetings and voting on reasons given for Councillors absence from meetings was to be voted on if it was deemed valid or recorded as an absence.
[prop Cllr Parsad; sec'd Cllr Royle]

F 21/23 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas.
There were none

Meeting Closed at 21.16

Agenda item 21/127

Policy Matter for inclusion into the review and update of Standing Orders

POLICY MATTERS

To consider any matters relating to policies for the future development of Town Council services to the community.

To amend Standing Orders by the addition of the following clause:

12. Order of Business

At each Annual Meeting the first business shall be:-

- a) **To elect a Chair of the Council**
- b) To establish whether anyone present wishes to record the meeting
- c) **To receive the Chair's declaration of acceptance of office or, if not then received, to decide when it shall be received.**
- d) **In the ordinary year of election of the Council to fill any vacancies left unfilled at the election by reason of insufficient nominations.**
- e) **To decide when any declarations of acceptance of office and written undertakings to comply with the Code of Conduct adopted by the Council which have not been received as provided by law shall be received.**
- f) To receive members' apologies for absence this should be directly to the Clerk in advance of the meeting start time by the member concerned unless due exceptional circumstances. The minutes should clearly reflect whether the absence has been formally approved/accepted by the majority of Councilors present and voting or not.
- g) **To elect a Vice-Chair of the Council**
- h) **To appoint representatives to outside bodies**
- i) **To appoint committees and sub-committees**
- j) **To consider the payment of any subscriptions falling to be paid annually**
- k) **To inspect any deeds and trust investments in the custody of the council as required;**

and shall thereafter follow the order set out in Standing Order 15.

13. At every meeting other than the Annual Meeting the first business shall be to

- a) **Appoint a Chair if the Chair and Vice-Chair be absent.**
- b) To receive members' apologies for absence this should be directly to the Clerk in advance of the meeting start time by the member concerned unless due exceptional circumstances. The minutes should clearly reflect whether the absence has been formally approved/accepted by the majority of Councilors present and voting or not.
- c) **To receive such declarations of acceptance of office (if any) and undertaking to observe the Council's code of conduct as are required by law to be made or, if not then received, to decide when they shall be received.**

69. The Clerk shall afford to the press reasonable facilities for taking their report of any proceedings at which they are entitled to be present. There shall be no audio or video recording or photographs of the meeting without the express approval of the Council.

Audio or video recording or photographs of meetings of Council and its Committees are permitted provided that

- a) Recording is overt and plainly evident to anyone present at the meeting
- b) No additional lighting or flash photography are to be used unless prior approval of the Council has been obtained
- c) No interruptions to or disturbance of the meeting are caused
- d) No oral commentary or reporting of the meeting as it takes place is permitted by a person present at the meeting
- e) Only members, officers of the Council and members of the public who are speaking under 'Public Participation' are recorded unless prior permission has been obtained from the individuals concerned who do not fall within these categories (and, in the case of minors, from a parent or guardian)

No liability is accepted by the Council for any actions(s) of the person recording

County report for January 2022

£5000 in funding available for sustainable projects across Hertfordshire

Hertfordshire County Council has teamed up with Crowdfunder to create the Sustainable Hertfordshire Fund, providing up to £5,000 in funding for local projects that will contribute to tackling climate change.

Through the fund, the county council wishes to enable and inspire projects to be delivered that assist with one or more of its Sustainable Hertfordshire ambitions.

These ambitions include:

- To become a net zero greenhouse gas county before 2050
- To ensure communities are ready for future climates
- To improve wildlife across the county by 20 per cent by 2050
- To provide access to clean air for all by 2030

To qualify for funding, projects must be local to Hertfordshire and benefit people who live or work in the county. To apply for funding and see further eligibility criteria visit www.hertfordshire.gov.uk/sustainablefund

Eric Buckmaster, Executive Member for the Environment said:

"In order to achieve the targets we have set for the county as part of our Sustainable Hertfordshire Strategy we need to enable and inspire people across the county to take action against climate change."

Sustainable Hertfordshire Eco-Fair a 'storming' success

Hertfordshire County Council's first ever Sustainable Hertfordshire Eco-Fair proved to be a triumph as residents flocked to the event in their hundreds despite the wind and rain caused by Storm Arwen.

Over 350 residents came to the event at County Hall, Hertford, where they were treated to an inspirational day of climate action thanks to over 50 exhibitors made up of county council services, local businesses, and climate organisations leading a mixture of talks, workshops, and activities.

The feedback from residents and exhibitors has been overwhelmingly positive, as people came away from the event better equipped with the knowledge and tools needed in the fight against climate change.

Eric Buckmaster, Executive Member for the Environment said:

"Seeing so many of our residents giving up part of their weekend to find out more about the fight against climate change in Hertfordshire was really positive and shows a real desire to make a difference."

"We want to inspire our communities in Hertfordshire to take action against climate change, and the Eco-Fair is the kind of community engagement we need to achieve this."

A recent report from the Department for Transport (DfT) into road conditions in England for the years ending March 2020 and 2021, has shown that roads in Hertfordshire are better than or equal to the national average.

The DfT statistical release, which has been produced annually since 2007/8, categorises roads into three categories, green (good condition), amber (work may be needed) and red (roads that should be considered for maintenance). It then considers the class of road, 'A', 'B', 'C' and unclassified.

The DfT statistics show the roads that should be considered for maintenance and so a lower percentage is better. In 2020 and 2021, the number of roads in England classified as red was 4% of 'A' roads, 6% of 'B' and 'C' roads and 17% of unclassified roads. In Hertfordshire, 3% of 'A' roads were classified as red, 6% of 'B' and 'C' roads and 12% of unclassified roads.

The quality of Hertfordshire's roads reflects the proactive approach the county takes to planning repairs, and the investment made through the councils invest 2 improve (i2i) programme. The i2i 5 year plan, with the final year of investment taking place in 2022/23, has seen additional funding dedicated to local roads, with £29m committed to improve the unclassified network alone.

The unclassified network, which are primarily residential roads or country lanes, account for 63% of all Hertfordshire roads. At the start of the programme the figures for the unclassified network were at 16%, and now stand at 12%, making the Hertfordshire unclassified roads some of the best in the East of England.

The i2i ambition is to improve the unclassified road network by halving the percentage of roads that should be considered for maintenance. Last year the figures stood at 7%, and this year they are at 12%, with the national figures also going up from 15% to 17% as highway authorities delayed works and adjusted working practices during the pandemic. Although the figures have changed from last year, the county remains on the right track to meet the ambition of the i2i programme.

Hertfordshire's Queen's Green Canopy takes root with 36,000 trees to be planted in the next year

The first of over 36,000 trees have been planted as part of Hertfordshire County Council's efforts in the Queen's Green Canopy, a project which encourages people to 'Plant a Tree for the Jubilee'.

Currently just over 850 trees have been planted, including 100 trees at 43 Hertfordshire schools, as well as on highways verges across the county. The remaining 36,000 trees will be planted across a number of sites in Hertfordshire over the next 18 months.

This year's planting includes a 'statement' site at County Hall, Hertford, where 27 trees were planted followed by a small ceremony during the Sustainable Hertfordshire Eco-Fair on Saturday 27 November.

In addition, an avenue of 30 lime trees at Aldenham Country Park make up the second 'statement' planting site, with 350 more trees planned for Aldenham next year as part of the park's 100 Aker Wood.

New powers for Highways to enforce in 'hot spots' across Hertfordshire

Hertfordshire County Council will be applying for new legal powers to issue penalty charge notices to motorists ignoring Highways restrictions across the county.

The Department for Transport announced in June that councils will be able to apply for the legal powers to use cameras to enforce moving traffic contraventions, such as ignoring no entry and one-way restrictions, driving in formal cycle lanes, or waiting in yellow box junctions.

Hertfordshire County Council intend to apply for these powers in the new year once legislation has been passed. The powers will also need to be agreed by cabinet and following public consultation. The council would look to initially trial them in locations that will improve connectivity, boost active travel, or reduce congestion when the legal process is complete, which is expected to be 2023. Some of the areas that will be considered by officers and then consulted on with residents will be places that could improve bus reliability, reduce congestion, or where roads are unsuitable for large vehicles. For example, in Bishops Stortford town centre where cars often wait in areas that are prohibited.

At the moment in England only local authorities in London can issue penalty charge notices (PCNs) for these types of traffic offences and gaining these additional legal powers will enable the county council to target difficult areas and support the police in their efforts to reduce traffic offences.

It is hoped that the legal powers will be available to local authorities in 2022, and as it will take time to consult, design, install and operate camera enforcement it is likely to be 2023 before camera enforcement starts in Hertfordshire.

Positive change for people the priority as innovation scheme in Hertfordshire gathers pace

With significant progress being made on the ground-breaking Hertfordshire Living Lab project, our county is showing clear signs of securing a more sustainable future.

Work on Hertfordshire County Council's pioneering Living Lab initiative, for which it received a Local Growth Fund grant of £748,000 from Hertfordshire Local Enterprise Partnership (LEP), started in 2020 – the scheme is leading the way in ultimately creating 'smart' towns and cities across the UK. As well as Hertfordshire LEP, the County Council's other partners on the scheme include Ocado Group, BT and the University of Hertfordshire.

In simple terms, the project has seen Hatfield Business Park become a 'test-bed' for 'smart' living, with a variety of innovations being developed there as viable solutions to tasks and issues we all face in our everyday lives.

The Living Lab has and will continue to provide experimental services to residents, local workers and students such as the driverless delivery of goods, while people will have the opportunity to help to shape these innovative concepts through a dedicated digital engagement platform.

This cutting-edge innovation, which includes the use of drones and robots, is being developed to test the way in which technology can seamlessly interact to make life better for everyone. The Hatfield Business Park is a perfect location for these trials - being home to a range of private businesses, the university and residential properties.

In the last year, the project has created an environment for future mobility solutions to be trialled and tested on the ground. A number of traffic and weather sensors have been installed, at the business park, which provide live data, while a 'digital twin' model has been developed. Fed by this traffic and weather information, the model will enable testing to see how new technology

could operate in various environments before it is potentially implemented elsewhere in the county.

Cole Green Way Geared Up for Cycling and Walking

A small group of members from Hertfordshire County Council gathered outside on Friday 17 December to celebrate the completion of a project to improve a popular local traffic-free route.

The Cole Green Way – once the railway line between Welwyn Garden City and Hertford – has had a major makeover, thanks to funding from Sustrans and the county council.

Over the last three years the three miles of the route owned by the county council have been resurfaced. The improvements have provided a more attractive and user-friendly route for use by local walkers, cyclists and horse riders, while maintaining the rural character at its heart.

Walking and cycling charity Sustrans are custodians of The National Cycle Network which is a critical part of the UK's active travel infrastructure. At almost four miles long, the Cole Green Way forms part of the network and provides a valued connection between Welwyn Garden City and Hertford. Sustrans were able to support the project as part of their 'Paths for Everyone' review and a funding package from the Department for Transport to improve the network.

East Herts Projects

Hartham Leisure Centre Work continues on the refurbishment of the pool and is anticipated to open in the Spring. A temporary Gym has been set up and demolition and construction of the new extension should commence by the end of March.

Hertford Theatre awaiting final tender responses for the ambition to enhance the theatre offer. In the meantime Hertford Theatre has been working with Southern Maltings in Ware to produce a very successful Christmas show. The expectation in the future is for more outreach work like this to take place.

Budgets Both East Herts and HCC have been going through very extensive budget examinations with officers and members towards arriving at balanced budgets during extremely difficult times of cost escalation owing to the impact of covid. Inflation currently seems to be running at around 6 percent and is affecting councils of all sizes across the country. My portfolio at County is looking to increase resource/ support for Sustainable Hertfordshire as well as Countryside Rights of way and in the Lead Local Flood Authority. We are also looking for significant capital investment in Waste Disposal infrastructure and Recycling Centres, In other areas a substantial sum will be put in place to support Adult and Children's social care, support for Domestic Abuse Services and greater emphasis on Prevention Services to support individuals and families. Also to increase wages of care workers.

Eric Buckmaster

District and County Councillor Report

January 2022

District Council Report – December 2021 - January 2022

15th December – District Council meeting

Unfortunately, I could not attend the full Council Meeting due to personal circumstances.

Cllr. Ruth Buckmaster has given a report which covers all the issues voted upon which I would have supported had I been present.

25th January – Audit and Governance

We will be examining the budget proposals and other issues related to financial management and good governance.

I will give a verbal report at the Council meeting due to meeting taking place after despatch of Council Agenda papers.

Angela Alder

Sawbridgeworth Ward,

East Herts District Council

EHDC report for Town Council 31.01.2022

1.12.21 DMC

3/21/2577/HH this was an application from a councillor so had to be considered by committee. Conditions were imposed but it was approved.

3/21/1916/FUL

3/21/1917/LBC This is land owned by East Herts. The points discussed were the provision of swift boxes, cycle provision and the conservation and urban design. The application was approved.

15.12.21

Full Council held in County Hall This was our Christmas meeting where we all wear a Christmas jumper to support the Chairman's charities.

Various policies were presented and discussed this included,

Private sector housing policy, Taxi Licensing, Statement of Gambling principles, HGGT transport Strategy, Revised Fees and Charges and the Council Tax Base.

12.2.22

Members briefing on HGGT an update on the river crossings and the Garden Town governance arrangements.

13.1.22

Pre meeting O and S

Budget Briefing by Head of Finance.

18.1.22

Overview and Scrutiny committee

The following policies were reviewed and discussed

EH Housing Strategy, Parks and Open Spaces strategy, Electric Vehicle Charging Tariffs, Corporate Plan refresh and EH Health Hubs.

Points raised by the committee are taken back to officers to be included in the policies.

YOUNG PEOPLE AND SCHOOLS/FOOTPATHS AND OPEN SPACES CHAMPION'S REPORT FOR TOWN COUNCIL 31 JANUARY 2022

1 YOUNG PEOPLE AND SCHOOLS

- I have chased up the schools about School Council briefing and Town School Council meetings and have proposed tentative dates. I also hope to attend eco council meetings.
- I had a very positive meeting with the Head of Leventhorpe in December to discuss closer links. They want to resume community engagement activities as soon as Covid permits.
- All the primary/junior schools are keen on a Sawbridgeworth-specific edition of Claire Evans' *School Yellow Book* on wellbeing and she is exploring funding options with EHDC and Cllr Eric Buckmaster.
- I am in touch with schools to talk about the current North/East Herts recycling/waste management offer (food waste is currently excluded, for example).
- I have also asked them about the effectiveness of the recently DfE supplied CO2 monitors to support Covid prevention measures.

2 FOOTPATHS, OPEN SPACES AND DOG FOULING

Tow path: the weather is obviously affecting the surface in places, and we need to keep an eye out for any significant issues.

Pishiobury Park LNR: ongoing issues about delayed bin clearance; the weather has badly affected walking in the Park; paths are being improved with wood chippings. A report of barbed wire and danger to dogs and animals is being followed up. The Friends of Pishiobury have placed information boards at park entrances and are planning further regular activities.

Footpath repairs/recovery: At the beginning of this month, I received the following update on Footpath 26: ...'issues being experienced in regards to the ownership of the lower section of Springhall Lane have now been resolved and Historic England have granted us Scheduled Monument Consent. The contract has been awarded and I am hopeful that work should start ... in due course.' Work on Footpaths 21, 22 and 23 is currently still pending. I note that Footpath finger posts now have a QR code link to Herts Rights of Way.

Town walks: the History Society has updated and reprinted Wally Wright's *Explore Sawbridgeworth* leaflet and the Millennium Walk leaflet. The latter will complement the nine QR codes at each point of interest, which will replace the Millennium boards we used to have; the codes link to the e-boards on the SLHS website. The Society is planning a launch as soon as all the codes are in place (seven are). A town walk and an airfield walk in conjunction with Bishop's Stortford Museum are planned in August and November.

Litter/dog fouling: I am told that the litter and dog bin review is 'still currently taking place across both East Herts and North Herts.' The survey is due to be completed by the end of January, with a report to go to EHDC members and senior officers, which should be shared with Town and Parish Councils.

David Royle 230122

SYPRC report for Town Council 31.01.2022

The management committee met on 11.1 2022 to discuss the possible new building works.

The next committee meeting is on 26.01.2022 I will give a verbal report at the council meeting.

Cllr Ruth Buckmaster Chair

RHSO report.

RHSO held their annual Wassail on 22nd January. It was a very successful event, with approximately 150 people attending. The evening was dry and not too cold. Everyone enjoyed the refreshments of mulled cider, mulled apple juice and hot chocolate.

We were led in the wassailing by Zoe Dedman on her flute and entertained during the evening by UFO a local ukulele band.

We will continue with the monthly maintenance and have recently welcomed several new members.

We meet on the first Sunday of the month 10.30-12.30.

Ruth Buckmaster Chair

Green champion report for Full Council meeting 31 January 2022 (*as at 23 January 2022*)

Citizen Science Group

- Bob Reed is arranging a schedule of meetings for 2022
- He is working on a series of Eco Walks around Sawbridgeworth, to be promoted partly via a vlog.

Sustainable Sawbridgeworth

- Two working groups have been established following November's COP26 event in response to residents' feedback
- A cycling working group is meeting regularly to explore potential leisure cycle routes between Sawbridgeworth, Bishop's Stortford and Harlow
- A community gardening working group has arranged an online event at **7.30pm on Tuesday 25 January** with speakers Mary Clear, chair of Incredible Edible Todmorden, and Gini Trower from The Walled Garden near Stanstead Abbots. Their presentations will be followed by a discussion of how to bring similar initiatives to Sawbridgeworth. Contact sustainablesawbridgeworth@gmail.com to register for the event.
- Sustainable Sawbridgeworth members attended an online event on 12 January organised by the Town Twinning Association with Moosberg in Germany to learn about environmental activities in each town as well as exchange tips and ideas on eco-initiatives.

Eco-Audit Working Group

- The next meeting of this STC working group will take place on Tuesday 1 February at 12.00.

Cllr Annelise Furnace

SAWBRIDGEWORTH TOWN COUNCIL

PAPER FROM THE TOWN CLERK

TO: MEMBERS OF COUNCIL
FROM: CHRISTOPHER HUNT
SUBJECT: GRANT APPLICATIONS
DATE: 31 JANUARY 2022

Background

For the year 2021-22 the Council budgeted a sum of £2,500 for grants to be bid for. At the grant round in July 2021 Members resolved to make two grants totaling £270. Therefore there remains £2,230 which could be distributed.

Applications

There are four applications for consideration at the Council meeting of 31st January 2022; they are:

	Applicant	Purpose	Total Project	Grant Requested
1	Sustainable Sawbridgeworth	To assist in running events in 2022	£1125	£500
2	Redricks Target Shooting Club	Support shooting club teaching in shooting air rifles and small bore	£250,000	£500
3	Citizens Advice East Herts	Community engagement in Sawbridgeworth	£13,561	£500
4	Doug Hinstridge	Bell Street Pharmacy	£199.99	£199.99
			Total:	£ 1,699.99

SUMMARY OF GRANT APPLICATION

Applicant

Corrine Lewis, Sustainable Sawbridgeworth

Purpose

Contribution to Costs for events and activities

Narrative Analysis

An initiative to promote improvements to the natural environment in Sawbridgeworth and encourage a sustainable lifestyle for the community.
The grant will support online and in person events, with hall hire speaker expenses, banners, tablecloths leaflets and the public liability insurance.

Sum Requested

£500

Self Help

Further funding has been successful from EHDC for £525

Supporting Information

<i>Financial Info</i>	yes
<i>Forward Plan</i>	yes
<i>Prev. Grant Monitor Rec'd</i>	n/a

Financial Implication:	£ 500
<i>%age of total project</i>	44%

Legal Implication:	Localism Act 2011, General Power of Competence
---------------------------	--

Risk Assessment:	None for Council
-------------------------	------------------

Decision

--

SUMMARY OF GRANT APPLICATION

Applicant

Redricks Shooting Club

Purpose

Teaching the use of safe target shooting with national rifle association trained officers

Narrative Analysis

Further information requested as no other information has been submitted to indicate if this is a community project or private business.

Sum Requested

£500

Self Help

U/K

Supporting Information

<i>Financial Info</i>	no
<i>Forward Plan</i>	No further information available
<i>Prev. Grant Monitor Rec'd</i>	no

Financial Implication:	£ 500
<i>%age of total project</i>	0.2%

Legal Implication:	Localism Act 2011, General Power of Competence
---------------------------	--

Risk Assessment:	None for Council
-------------------------	------------------

Decision

SUMMARY OF GRANT APPLICATION

Applicant

Citizens Advice East Herts (CAEH)

Purpose

Give opportunity for people to access advice service and access to partner agencies through internet access and telephone, free to use for people needing support in using IT

Narrative Analysis

Submission contains overarching project details; project is to expand CAEH in rural and town communities to increase the support this gives. One support worker has been appointed to Sawbridgeworth (Jess) who is linked to the church and working with the Police and SWTC to have IT available for free. This is supported by Jess either using it on customers behalf or allowing them private access time if linked to domestic abuse. 95 residents helped with 399 issues, generating £28,000 in financial outcomes. Debt appears to be a particular issue in this area.

Sum Requested

£500

Self Help

EHDC recovery grant 7.5k
Locality budget £2,150

Supporting Information

<i>Financial Info</i>	yes
<i>Forward Plan</i>	yes
<i>Prev. Grant Monitor Rec'd</i>	yes

Financial Implication:	£ 500
<i>%age of total project</i>	3.6%

Legal Implication:	Localism Act 2011, General Power of Competence
---------------------------	--

Risk Assessment:	None for Council
-------------------------	------------------

Decision

SUMMARY OF GRANT APPLICATION

Applicant

Doug Hinstridge

Purpose

Bell Street Pharmacy have a community defibrillator fitted top the outside wall and access 24/7. This was used in an emergency and pads and the battery need to be replaced.

Narrative Analysis

The defibrillator is for public use but fitted by Bell Street Pharmacy for the community. Ongoing costs, after use have been applied for.

Sum Requested

£199.99

Self Help

Unit purchased and fitted at the Pharmacy expense

Supporting Information

<i>Financial Info</i>	no
<i>Forward Plan</i>	To maintain emergency equipment for public use
<i>Prev. Grant Monitor Rec'd</i>	no

Financial Implication:	£ 199.99
<i>%age of total project</i>	100%

Legal Implication:	Localism Act 2011, General Power of Competence
---------------------------	--

Risk Assessment:	None for Council
-------------------------	------------------

Decision

Time: 11:05

Bank Reconciliation up to 31/12/2021 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
30/11/2021	2247	304.45		304.45		R <input type="checkbox"/>	Petty Cash
30/11/2021	7125	627.36		627.36		R <input type="checkbox"/>	Nimbus Hosting Limited
30/11/2021	CR7125	-627.36		-627.36		R <input type="checkbox"/>	Nimbus Hosting Limited
01/12/2021	DD1	42.00		42.00		R <input type="checkbox"/>	WESTWOOD PARK FARM LTD
01/12/2021	DD2	720.36		720.36		R <input type="checkbox"/>	Shadowfax Technology Limited
01/12/2021	Direct		5,101.45	5,101.45		R <input type="checkbox"/>	Receipt(s) Banked
02/12/2021	DD3	1.96		1.96		R <input type="checkbox"/>	Shadowfax Technology Limited
02/12/2021	dd4	126.00		126.00		R <input type="checkbox"/>	Lodge & Sons (Builders) Limite
02/12/2021	Direct		3.41	3.41		R <input type="checkbox"/>	Receipt(s) Banked
06/12/2021	DD21	627.36		627.36		R <input type="checkbox"/>	Nimbus Hosting Limited
06/12/2021	DD5	190.27		190.27		R <input type="checkbox"/>	The Fuelcard Company
08/12/2021	DD6	42.00		42.00		R <input type="checkbox"/>	WESTWOOD PARK FARM LTD
13/12/2021	DD7	135.72		135.72		R <input type="checkbox"/>	Everflow Water
13/12/2021	DD8	155.79		155.79		R <input type="checkbox"/>	The Fuelcard Company
15/12/2021	7140						
15/12/2021	7141						
15/12/2021	7142						
15/12/2021	7143						
15/12/2021	7144						
15/12/2021	7145						
15/12/2021	7146						
15/12/2021	7147						
15/12/2021	7148						
15/12/2021	DD	79.20		79.20		R <input type="checkbox"/>	Francotyp-Postalia Limited
15/12/2021	dd9	57.60		57.60		R <input type="checkbox"/>	Affinity One Security Solution
15/12/2021	DD10	50.40		50.40		R <input type="checkbox"/>	Quartix Limited
15/12/2021	DD11	99.24		99.24		R <input type="checkbox"/>	Workplace Drink Solutions Limi
15/12/2021	DD12	786.00		786.00		R <input type="checkbox"/>	East Herts District Council
15/12/2021	DD13	1,596.94		1,596.94		R <input type="checkbox"/>	Shadowfax Technology Limited
15/12/2021	DD15	30.00		30.00		R <input type="checkbox"/>	SDH Window Cleaning
15/12/2021	DD16	168.00		168.00		R <input type="checkbox"/>	Kompan Ltd
15/12/2021	DD1	42.00		42.00		R <input type="checkbox"/>	WESTWOOD PARK FARM LTD
16/12/2021	7113	4,985.80		4,985.80		R <input type="checkbox"/>	HMRC
16/12/2021	7114	2,436.36		2,436.36		R <input type="checkbox"/>	Herts County Council
16/12/2021	500314		750.00	750.00		R <input type="checkbox"/>	Receipt(s) Banked
16/12/2021	500315		216.80	216.80		R <input type="checkbox"/>	Receipt(s) Banked
17/12/2021	30.00		30.00	30.00		R <input type="checkbox"/>	Receipt(s) Banked
17/12/2021	Direct		166.67	166.67		R <input type="checkbox"/>	Receipt(s) Banked
20/12/2021	DD17	184.04		184.04		R <input type="checkbox"/>	The Fuelcard Company
20/12/2021	DD18	43.57		43.57		R <input type="checkbox"/>	Lloyds Bank plc
20/12/2021	Direct		1,300.00	1,300.00		R <input type="checkbox"/>	Receipt(s) Banked
22/12/2021	dd19	88.70		88.70		R <input type="checkbox"/>	British Gas
22/12/2021	DD2	42.00		42.00		R <input type="checkbox"/>	WESTWOOD PARK FARM LTD
22/12/2021	Direct		1,452.00	1,452.00		R <input type="checkbox"/>	Receipt(s) Banked
24/12/2021	BCARD1	5.99		5.99		R <input type="checkbox"/>	Farrukh Rizwan Ltd
24/12/2021	BCARD2	5.99		5.99		R <input type="checkbox"/>	Farrukh Rizwan Ltd
24/12/2021	BCARD3	5.99		5.99		R <input type="checkbox"/>	Farrukh Rizwan Ltd
24/12/2021	BCARD4	34.99		34.99		R <input type="checkbox"/>	Vivo Technologies Ltd

Time: 11:05

Bank Reconciliation up to 31/12/2021 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
24/12/2021	BCARD5	8.99		8.99		R <input type="checkbox"/>	Farrukh Rizwan Ltd
24/12/2021	BCARD6	31.98		31.98		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD7	32.38		32.38		R <input type="checkbox"/>	Yiwushichenhanship
24/12/2021	BCARD8	25.99		25.99		R <input type="checkbox"/>	Zhong Ji Wen Lv
24/12/2021	BCARD9	25.99		25.99		R <input type="checkbox"/>	Zhong Ji Wen Lv
24/12/2021	BCARD10	51.98		51.98		R <input type="checkbox"/>	Zhong Ji Wen Lv
24/12/2021	BCARD11	13.98		13.98		R <input type="checkbox"/>	K-Mart
24/12/2021	BACRD12	100.00		100.00		R <input type="checkbox"/>	Zara
24/12/2021	BCARD13	17.98		17.98		R <input type="checkbox"/>	SB Components Limited
24/12/2021	BCARD17	37.08		37.08		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD15	37.08		37.08		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD16	14.58		14.58		R <input type="checkbox"/>	Dongguanzhengkaik
24/12/2021	BCARD18	29.98		29.98		R <input type="checkbox"/>	Shen23
24/12/2021	BCARD19	12.99		12.99		R <input type="checkbox"/>	Eden Online Limited
24/12/2021	BCARD20	9.35		9.35		R <input type="checkbox"/>	Chengland Dongguan Trading Co
24/12/2021	BCARD21	19.98		19.98		R <input type="checkbox"/>	Jack in the Box Toys
24/12/2021	BCARD22	22.99		22.99		R <input type="checkbox"/>	Garcon Elite SL
24/12/2021	BCARD23	10.38		10.38		R <input type="checkbox"/>	SHEN20
24/12/2021	BCARD24	43.95		43.95		R <input type="checkbox"/>	SHEN21
24/12/2021	BCARD25	14.78		14.78		R <input type="checkbox"/>	DONG005
24/12/2021	BCARD26	110.70		110.70		R <input type="checkbox"/>	Justech Ecommerce Ltd
24/12/2021	BCARD27	11.99		11.99		R <input type="checkbox"/>	Suzhou YiChuangWang
24/12/2021	BCARD28	189.91		189.91		R <input type="checkbox"/>	Performing Right Society Limit
24/12/2021	BCARD29	905.46		905.46		R <input type="checkbox"/>	Archer Signs & Panels Limited
24/12/2021	BCARD30	9.89		9.89		R <input type="checkbox"/>	Builders Emporium Limited
24/12/2021	BCARD31	199.95		199.95		R <input type="checkbox"/>	BestStuff.co.uk
24/12/2021	BCARD32	30.00		30.00		R <input type="checkbox"/>	B&Q
24/12/2021	BCARD33	94.28		94.28		R <input type="checkbox"/>	The Range
24/12/2021	BCARD34	9.95		9.95		R <input type="checkbox"/>	Houseware Limited
24/12/2021	BCARD35	122.49		122.49		R <input type="checkbox"/>	Sainsburys
24/12/2021	BCARD36	10.55		10.55		R <input type="checkbox"/>	E & A Distribution Limited
24/12/2021	BCARD37	33.99		33.99		R <input type="checkbox"/>	Shenzhenwangdifudianziyouxiang
24/12/2021	BCARD38	201.66		201.66		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD39	19.98		19.98		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD40	41.95		41.95		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD41	29.99		29.99		R <input type="checkbox"/>	Maryland Web Builders LLC
24/12/2021	BCARD42	44.99		44.99		R <input type="checkbox"/>	Screwfix
24/12/2021	BCARD43	7.58		7.58		R <input type="checkbox"/>	Bailey Sports Therapy
24/12/2021	BCARD44	26.94		26.94		R <input type="checkbox"/>	NICE Products Limited
24/12/2021	BCARD45	34.99		34.99		R <input type="checkbox"/>	AJMC Trading LLP
24/12/2021	BCARD46	7.50		7.50		R <input type="checkbox"/>	Amazon.co.uk
24/12/2021	BCARD47	10.90		10.90		R <input type="checkbox"/>	Lincoln Imp Health & Home Stor
24/12/2021	Direct		14,805.00	14,805.00		R <input type="checkbox"/>	Receipt(s) Banked
24/12/2021	Direct		2,960.00	2,960.00		R <input type="checkbox"/>	Receipt(s) Banked
24/12/2021	Direct		1,160.00	1,160.00		R <input type="checkbox"/>	Receipt(s) Banked
29/12/2021	DD1	42.00		42.00		R <input type="checkbox"/>	WESTWOOD PARK FARM LTD
29/12/2021	DD1	94.57		94.57		R <input type="checkbox"/>	The Fuelcard Company
29/12/2021	DIRECT	120.00		120.00		R <input type="checkbox"/>	A Errington Neilson

Date: 19/01/2022

Sawbridgeworth Town Council

Page 3

Time: 11:05

Bank Reconciliation up to 31/12/2021 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
30/12/2021	dd20	435.92		435.92		R <input type="checkbox"/>	British Gas
31/12/2021	DD2	720.36		720.36		R <input type="checkbox"/>	Shadowfax Technology Limited
		<u>30,681.27</u>	<u>27,945.33</u>				

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>100 Staff</u>						
4029 Salary Recharge	0	0	(32,282)	(32,282)		(32,282)
4035 NIC	46,231	25,215	20,304	(4,911)		(4,911)
4040 Pension	43,819	21,563	25,099	3,536		3,536
Staff :- Indirect Expenditure	<u>194,115</u>	<u>108,511</u>	<u>179,683</u>	<u>71,172</u>	<u>0</u>	<u>71,172</u>
Net Expenditure	<u>(194,115)</u>	<u>(108,511)</u>	<u>(179,683)</u>	<u>(71,172)</u>		
<u>200 General Administration</u>						
1076 Precept	339,283	361,628	361,628	0		
1078 New Homes Bonus	8,863	0	0	0		
1090 Interest Received	82	34	750	716		
1999 Miscellaneous Income	1,404	151	0	(151)		
General Administration :- Income	<u>349,632</u>	<u>361,813</u>	<u>362,378</u>	<u>565</u>		
4045 Subcontracted Labour	490	366	0	(366)		(366)
4070 Subscriptions	2,619	1,572	1,500	(72)		(72)
4075 IT Support	9,689	7,647	6,000	(1,647)		(1,647)
4080 Training (Members)	30	240	1,000	760		760
4081 Travel Expenses	36	149	240	91		91
4082 Training (Staff)	281	1,978	1,600	(378)		(378)
4083 Clerks Expenses	79	5	250	245		245
4090 IT Development	0	0	1,000	1,000		1,000
4095 Photocopy Charges	1,068	871	1,500	629		629
4100 Telephone/Broadband	2,137	1,470	2,500	1,030		1,030
4105 Postage	681	484	900	416		416
4110 Stationery	1,138	622	750	128		128
4115 Insurance	0	0	6,100	6,100		6,100
4120 Bank Charges	195	151	600	449		449
4125 Repairs & Renewals	0	0	500	500		500

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4130 Staff Care	893	1,126	1,500	374		374
4135 Office Care	3,256	3,336	2,500	(836)		(836)
4140 Office Equipment	864	1,978	1,000	(978)		(978)
4180 Accountancy Services	110	0	1,500	1,500		1,500
4185 Audit	2,100	0	2,200	2,200		2,200
4190 Professional Fees	3,627	5,124	1,700	(3,424)		(3,424)
4195 Tourism	217	173	500	327		327
4200 Web-site	1,900	0	2,000	2,000		2,000
4201 Web-site development	0	0	1,000	1,000		1,000
4410 Heat & Light	28	0	0	0		0
4800 Fuel	42	0	0	0		0
4990 Contingency	5,249	5,025	2,500	(2,525)		(2,525)
4999 Miscellaneous Costs	2,564	804	0	(804)		(804)
General Administration :- Indirect Expenditure	39,293	33,122	40,840	7,718	0	7,718
Net Income over Expenditure	310,339	328,691	321,538	(7,153)		
<u>210 Democratic Services</u>						
1335 Civic Dinner Income	639	2,065	6,000	3,935		
Democratic Services :- Income	639	2,065	6,000	3,935		
4310 Election Expenses	0	0	2,500	2,500		2,500
4315 Mayor's Allowance	65	30	1,500	1,470		1,470
4330 Civic Events	0	714	2,500	1,786		1,786
4335 Civic Dinner Expenditure	1,800	3,500	5,000	1,500		1,500
Democratic Services :- Indirect Expenditure	1,865	4,244	11,500	7,256	0	7,256
Net Income over Expenditure	(1,226)	(2,179)	(5,500)	(3,321)		
<u>220 Grants</u>						
1375 Income	(56)	0	0	0		
Grants :- Income	(56)	0	0	0		
4350 Grants - SYPRC	0	0	1,000	1,000		1,000
4355 Grants - The Hailey Centre	0	0	1,000	1,000		1,000
4360 Grants - Twinning - Bry	1,000	0	0	0		0
4370 Grants - S137	0	0	75	75		75
4375 Grants - Citizens' Awards	0	0	500	500		500
4380 Grants - Other	3,000	270	2,500	2,230		2,230
Grants :- Indirect Expenditure	4,000	270	5,075	4,805	0	4,805
Net Income over Expenditure	(4,056)	(270)	(5,075)	(4,805)		

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
300 Civic Centre						
1400 Rental Income	0	120	500	380		
Civic Centre :- Income	<u>0</u>	<u>120</u>	<u>500</u>	<u>380</u>		
4115 Insurance	1,723	12,421	0	(12,421)		(12,421)
4405 Rates	7,859	7,073	9,000	1,927		1,927
4410 Heat & Light	2,997	2,569	3,000	431		431
4415 Water	1,221	(70)	100	170		170
4420 Maintenance	4,136	3,307	2,000	(1,307)		(1,307)
4425 Fixtures & Fittings	530	0	1,000	1,000		1,000
4445 New Equipment	0	0	2,000	2,000		2,000
Civic Centre :- Indirect Expenditure	<u>18,465</u>	<u>25,301</u>	<u>17,100</u>	<u>(8,201)</u>	<u>0</u>	<u>(8,201)</u>
Net Income over Expenditure	<u>(18,465)</u>	<u>(25,181)</u>	<u>(16,600)</u>	<u>8,581</u>		
310 Police Suite						
1400 Rental Income	3,840	1,920	3,840	1,920		
Police Suite :- Income	<u>3,840</u>	<u>1,920</u>	<u>3,840</u>	<u>1,920</u>		
4420 Maintenance	0	0	250	250		250
Police Suite :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>	<u>0</u>	<u>250</u>
Net Income over Expenditure	<u>3,840</u>	<u>1,920</u>	<u>3,590</u>	<u>1,670</u>		
320 Hailey Centre						
4420 Maintenance	250	1,430	2,000	570		570
Hailey Centre :- Indirect Expenditure	<u>250</u>	<u>1,430</u>	<u>2,000</u>	<u>570</u>	<u>0</u>	<u>570</u>
Net Expenditure	<u>(250)</u>	<u>(1,430)</u>	<u>(2,000)</u>	<u>(570)</u>		
330 Other Rented Accommodation						
4400 Rent	3,115	2,445	3,020	575		575
4410 Heat & Light	601	0	0	0		0
Other Rented Accommodation :- Indirect Expenditure	<u>3,716</u>	<u>2,445</u>	<u>3,020</u>	<u>575</u>	<u>0</u>	<u>575</u>
Net Expenditure	<u>(3,716)</u>	<u>(2,445)</u>	<u>(3,020)</u>	<u>(575)</u>		
400 Bullfield Allotments						
1500 Allotment Rent Income	1,288	1,077	750	(327)		
1510 Allotment Water Income	128	110	200	90		
Bullfield Allotments :- Income	<u>1,415</u>	<u>1,187</u>	<u>950</u>	<u>(237)</u>		

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4415 Water	343	603	500	(103)		(103)
4420 Maintenance	2,423	641	1,500	859		859
Bullfield Allotments :- Indirect Expenditure	<u>2,766</u>	<u>1,245</u>	<u>2,000</u>	<u>755</u>	<u>0</u>	<u>755</u>
Net Income over Expenditure	<u>(1,351)</u>	<u>(58)</u>	<u>(1,050)</u>	<u>(992)</u>		
<u>410 Bellmead Allotments</u>						
1500 Allotment Rent Income	241	210	120	(90)		
1510 Allotment Water Income	58	20	30	10		
Bellmead Allotments :- Income	<u>299</u>	<u>230</u>	<u>150</u>	<u>(80)</u>		
4415 Water	72	74	50	(24)		(24)
4420 Maintenance	765	0	250	250		250
Bellmead Allotments :- Indirect Expenditure	<u>837</u>	<u>74</u>	<u>300</u>	<u>226</u>	<u>0</u>	<u>226</u>
Net Income over Expenditure	<u>(538)</u>	<u>156</u>	<u>(150)</u>	<u>(306)</u>		
<u>420 Vantorts Allotments</u>						
1500 Allotment Rent Income	270	263	125	(138)		
1510 Allotment Water Income	33	28	25	(3)		
Vantorts Allotments :- Income	<u>303</u>	<u>291</u>	<u>150</u>	<u>(141)</u>		
4415 Water	53	59	100	41		41
4420 Maintenance	659	678	750	72		72
Vantorts Allotments :- Indirect Expenditure	<u>712</u>	<u>736</u>	<u>850</u>	<u>114</u>	<u>0</u>	<u>114</u>
Net Income over Expenditure	<u>(409)</u>	<u>(446)</u>	<u>(700)</u>	<u>(254)</u>		
<u>430 Southbrook Allotments</u>						
1500 Allotment Rent Income	1,405	1,188	1,000	(188)		
1510 Allotment Water Income	180	158	175	18		
Southbrook Allotments :- Income	<u>1,585</u>	<u>1,345</u>	<u>1,175</u>	<u>(170)</u>		
4415 Water	168	249	250	1		1
4420 Maintenance	291	352	1,250	899		899
Southbrook Allotments :- Indirect Expenditure	<u>459</u>	<u>600</u>	<u>1,500</u>	<u>900</u>	<u>0</u>	<u>900</u>
Net Income over Expenditure	<u>1,126</u>	<u>745</u>	<u>(325)</u>	<u>(1,070)</u>		
<u>440 Cemetery</u>						
1550 Burial Fees	26,400	17,790	33,594	15,804		
1560 Memorial Fees	1,880	1,760	2,428	668		

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1570 Grave Digging Income	1,990	1,200	2,000	800		
1580 Trees	6,000	3,425	6,694	3,269		
1581 Benches	4,025	1,572	4,666	3,094		
1582 Plaques	120	50	750	700		
Cemetery :- Income	40,415	25,797	50,132	24,335		
4029 Salary Recharge	17,292	9,801	12,398	2,597		2,597
4045 Subcontracted Labour	0	0	5,000	5,000		5,000
4415 Water	117	194	150	(44)		(44)
4420 Maintenance	1,486	3,175	5,000	1,825		1,825
4440 New Area	0	0	10,000	10,000		10,000
4441 Cemetery Development	1,602	0	0	0		0
4520 Skip Hire	3,540	2,430	3,000	570		570
4525 Grave Digging Costs	590	0	0	0		0
4530 Trees	676	660	1,000	340		340
4531 Benches	3,887	623	2,500	1,877		1,877
4532 Plaques	1,036	829	500	(329)		(329)
4675 Publicity	0	0	500	500		500
Cemetery :- Indirect Expenditure	30,226	17,711	40,048	22,337	0	22,337
Net Income over Expenditure	10,189	8,086	10,084	1,998		
<u>450 Playground</u>						
4420 Maintenance	7,372	7,122	5,000	(2,122)		(2,122)
4580 Playschemes	0	0	2,000	2,000		2,000
Playground :- Indirect Expenditure	7,372	7,122	7,000	(122)	0	(122)
Net Expenditure	(7,372)	(7,122)	(7,000)	122		
<u>460 Rivers Heritage Site & Orchard</u>						
1700 RHSOG Income	0	50	0	(50)		
Rivers Heritage Site & Orchard :- Income	0	50	0	(50)		
4700 RHSOG	1,075	1,290	2,500	1,210		1,210
Rivers Heritage Site & Orchard :- Indirect Expenditure	1,075	1,290	2,500	1,210	0	1,210
Net Income over Expenditure	(1,075)	(1,240)	(2,500)	(1,260)		
<u>500 Groundsman</u>						
1100 Asset Disposal	7,413	0	0	0		
1603 Public Toilet Income	701	691	1,250	559		

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1610 Contract - Other	710	0	500	500		
Groundsman :- Income	<u>8,824</u>	<u>691</u>	<u>1,750</u>	<u>1,059</u>		
4029 Salary Recharge	9,116	6,902	12,398	5,496		5,496
4045 Subcontracted Labour	0	0	10,000	10,000		10,000
4600 Planters	50	1,672	1,000	(672)		(672)
4601 Bell St Conveniences	9,653	10,285	10,000	(285)		(285)
4605 Parish Paths	0	0	3,000	3,000		3,000
4615 Ranger's Mower	17,862	430	1,500	1,070		1,070
4620 Ranger's Tools	1,506	1,868	1,000	(868)		(868)
4625 Mower Costs	393	0	0	0		0
4630 CCTV	2,640	2,241	2,500	259		259
4635 CCTV Extension	0	1,935	2,500	565		565
Groundsman :- Indirect Expenditure	<u>41,220</u>	<u>25,333</u>	<u>43,898</u>	<u>18,565</u>	<u>0</u>	<u>18,565</u>
Net Income over Expenditure	<u>(32,396)</u>	<u>(24,642)</u>	<u>(42,148)</u>	<u>(17,506)</u>		
<u>600 Fun on the Field</u>						
1670 Event Income	0	0	1,000	1,000		
Fun on the Field :- Income	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>		
4029 Salary Recharge	0	0	600	600		600
4045 Subcontracted Labour	0	0	300	300		300
4670 Event Costs	0	0	1,000	1,000		1,000
4675 Publicity	0	0	500	500		500
Fun on the Field :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>2,400</u>	<u>2,400</u>	<u>0</u>	<u>2,400</u>
Net Income over Expenditure	<u>0</u>	<u>0</u>	<u>(1,400)</u>	<u>(1,400)</u>		
<u>610 Events General</u>						
4670 Event Costs	93	1,527	1,000	(527)		(527)
4675 Publicity	0	0	500	500		500
Events General :- Indirect Expenditure	<u>93</u>	<u>1,527</u>	<u>1,500</u>	<u>(27)</u>	<u>0</u>	<u>(27)</u>
Net Expenditure	<u>(93)</u>	<u>(1,527)</u>	<u>(1,500)</u>	<u>27</u>		
<u>620 Christmas Festival</u>						
1670 Event Income	0	515	400	(115)		
Christmas Festival :- Income	<u>0</u>	<u>515</u>	<u>400</u>	<u>(115)</u>		
4029 Salary Recharge	0	0	1,000	1,000		1,000
4045 Subcontracted Labour	0	0	350	350		350

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4670 Event Costs	1,321	2,346	1,000	(1,346)		(1,346)
4675 Publicity	0	0	500	500		500
4685 Christmas Lights	14,816	9,100	15,000	5,900		5,900
4690 Competitions	242	256	600	344		344
Christmas Festival :- Indirect Expenditure	16,379	11,702	18,450	6,748	0	6,748
Net Income over Expenditure	(16,379)	(11,187)	(18,050)	(6,863)		
630 Markets						
1670 Event Income	0	0	7,500	7,500		
Markets :- Income	0	0	7,500	7,500		
4029 Salary Recharge	0	0	2,250	2,250		2,250
4675 Publicity	2,950	0	3,000	3,000		3,000
Markets :- Indirect Expenditure	2,950	0	5,250	5,250	0	5,250
Net Income over Expenditure	(2,950)	0	2,250	2,250		
640 Projects						
4700 RHSOG	400	0	0	0		0
4710 Hanging Baskets	0	0	2,000	2,000		2,000
4715 Planters Project	0	0	500	500		500
4720 Town Green	2,348	250	10,000	9,750		9,750
4725 Fair Green	0	250	1,200	950		950
4735 Remembrance Day	37	37	0	(37)		(37)
4740 War Memorial	920	0	0	0		0
Projects :- Indirect Expenditure	3,705	537	13,700	13,163	0	13,163
Net Expenditure	(3,705)	(537)	(13,700)	(13,163)		
660 Town Selfie Walk						
1670 Event Income	0	0	500	500		
Town Selfie Walk :- Income	0	0	500	500		
4029 Salary Recharge	0	0	500	500		500
4670 Event Costs	47	0	0	0		0
4675 Publicity	0	0	500	500		500
4681 Promotional Equipment	0	0	1,000	1,000		1,000
Town Selfie Walk :- Indirect Expenditure	47	0	2,000	2,000	0	2,000
Net Income over Expenditure	(47)	0	(1,500)	(1,500)		

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>700 Sawbobus</u>						
1150 Grants Received	31,232	14,805	14,525	(280)		
1151 STC Subsidy	0	0	15,000	15,000		
1800 Fares	194	195	250	55		
1820 Fuel Rebate	698	698	1,000	302		
1830 Sponsorship	1,667	1,167	2,000	833		
1850 Vehicle Hire Income	21,028	0	0	0		
Sawbobus :- Income	<u>54,819</u>	<u>16,865</u>	<u>32,775</u>	<u>15,910</u>		
4029 Salary Recharge	15,087	7,260	4,124	(3,136)		(3,136)
4045 Subcontracted Labour	3,397	3,691	7,280	3,589		3,589
4800 Fuel	1,202	2,074	5,000	2,926		2,926
4805 Vehicle Maintenance	2,413	3,650	2,500	(1,150)		(1,150)
4810 Vehicle Tax & Insurance	1,533	2,240	2,000	(240)		(240)
4816 Community Bus Reserve	0	0	10,000	10,000		10,000
Sawbobus :- Indirect Expenditure	<u>23,632</u>	<u>18,914</u>	<u>30,904</u>	<u>11,990</u>	<u>0</u>	<u>11,990</u>
Net Income over Expenditure	<u>31,187</u>	<u>(2,049)</u>	<u>1,871</u>	<u>3,920</u>		
<u>710 Lofty WK05</u>						
4800 Fuel	131	0	0	0		0
4805 Vehicle Maintenance	276	0	0	0		0
4810 Vehicle Tax & Insurance	325	0	0	0		0
Lofty WK05 :- Indirect Expenditure	<u>731</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Expenditure	<u>(731)</u>	<u>0</u>	<u>0</u>	<u>0</u>		
<u>800 Heffer GL61</u>						
1850 Vehicle Hire Income	250	300	1,000	700		
Heffer GL61 :- Income	<u>250</u>	<u>300</u>	<u>1,000</u>	<u>700</u>		
4800 Fuel	20	746	600	(146)		(146)
4805 Vehicle Maintenance	973	3,524	1,000	(2,524)		(2,524)
4810 Vehicle Tax & Insurance	1,602	631	2,000	1,369		1,369
Heffer GL61 :- Indirect Expenditure	<u>2,595</u>	<u>4,901</u>	<u>3,600</u>	<u>(1,301)</u>	<u>0</u>	<u>(1,301)</u>
Net Income over Expenditure	<u>(2,345)</u>	<u>(4,601)</u>	<u>(2,600)</u>	<u>2,001</u>		
<u>810 Rangers Truck FT63</u>						
1850 Vehicle Hire Income	8,000	0	0	0		
Rangers Truck FT63 :- Income	<u>8,000</u>	<u>0</u>	<u>0</u>	<u>0</u>		

Detailed Income & Expenditure by Budget Heading 01/12/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4800 Fuel	29	1,118	500	(618)		(618)
4805 Vehicle Maintenance	88	1,735	1,000	(735)		(735)
4810 Vehicle Tax & Insurance	221	653	450	(203)		(203)
Rangers Truck FT63 :- Indirect Expenditure	338	3,507	1,950	(1,557)	0	(1,557)
Net Income over Expenditure	7,662	(3,507)	(1,950)	1,557		
<u>910 Town Action Plan</u>						
4910 Town Action Plan Costs	0	0	500	500		500
Town Action Plan :- Indirect Expenditure	0	0	500	500	0	500
Net Expenditure	0	0	(500)	(500)		
Grand Totals:- Income	469,965	413,188	470,200	57,012		
Expenditure	396,841	270,521	437,818	167,297	0	167,297
Net Income over Expenditure	73,124	142,667	32,382	(110,285)		
Movement to/(from) Gen Reserve	73,124	142,667				