



# Sawbridgeworth Town Council



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**MAYOR**  
Cllr Dr John Stefan Burmicz  
**TOWN CLERK**  
Richard Bowran BSc.(Hons) PSLCC

Cllrs Alder; E Buckmaster; R Buckmaster; Burmicz; Chester;  
Coysten; Furnace; Gray; Patel; Rattey; Richards and Royale

## MEETING OF THE TOWN COUNCIL

You are summoned to attend a Meeting of the Town Council which will take place on **Monday 27 April 2020** at 4.00pm by Zoom conferencing for the transaction of the following business.

Town Clerk  
21 April 2020

## AGENDA

Welcome by the Town Mayor followed by Prayers

**19/163 APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**19/164 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Interest by Members.

**19/165 PUBLIC FORUM**

To respond to communications received by the Clerk from members of the public on matters within the remit of the Town Council.

**19/166 MINUTES**

[📄] [👉]

To approve as a correct record the minutes of the Meeting of the Town Council held on 24 February 2020 (M08) [Attached]

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

**19/167 PLANNING COMMITTEE**

[📄]

To receive and note the minutes of the Planning Committee Meeting held on 24 February 2020 (P15) [Attached]

[📄]

To receive and note the draft minutes of the Planning Committee Meeting held on 09 March 2020 (P16) [Attached]

- 19/168 ECONOMIC DEVELOPMENT AND STAP COMMITTEE**  
To receive and note the draft minutes of the Economic Development and STAP Committee meeting held on 09 March 2020 (E05)  
[📎] *[Attached]*
- 16/169 FINANCE & POLICY COMMITTEE**  
To receive and note the draft minutes of the Finance & Policy Committee meeting held on 14 April 2020 (F05) *[Attached]*  
[📎]
- 19/170 REPRESENTATIVES REPORTS**  
To note representatives reports from:
- County Councillor E Buckmaster
  - Other Representatives & Champions
    - Cllr Royle – Dep Mayor, Schools and Footpaths
- 19/171 CORONAVIRUS PANDEMIC**  
To brief members on the latest information available on matters relating to the conduct of the Town Council:
- |                                |                       |
|--------------------------------|-----------------------|
| • Hertfordshire County Council | County Cllr           |
| • East Herts District Council  | District Cllr         |
| • Market and businesses update | Town Projects Manager |
| • Conduct of council meetings  | Town Clerk            |
| • Sawbridgeworth Cemetery      | Town Projects Manager |
| • Town and Civic Events        | Town Projects Manager |
| • Sawbobus                     | Town Clerk            |
- 19/172 DEPOSIT & CONSULTATION DOCUMENTS**  
To note receipt of any Documents for Noting and Consultation.
- 19/173 FINANCIAL REPORT**  
To note the current Financial Report.
- 19/174 ACCOUNTS FOR PAYMENT**  
To note and approve accounts for payment.
- 19/175 ITEMS FOR FUTURE AGENDAS**  
To consider any items for inclusion on future agendas.

**In the current climate please forward any questions for the town council to the Clerk at [clerk@sawbridgeworth-tc.gov.uk](mailto:clerk@sawbridgeworth-tc.gov.uk) by 17:00 on Friday 17 April. These will be answered as soon as possible after 27 April.**