Sawbridgeworth Town Council

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



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

AGENDA

and supporting papers for the meetings on

29 March 2021

Meeting of the Town Council By ZOOM

at 7.00 pm

followed by

Planning Committee Meeting

at about 8.00 pm

Where a matter arises at a meeting which relates to an interest which is a sensitive interest, the member should not participate in a discussion or vote on the matter. If it is a sensitive interest which has not already been disclosed to the Monitoring Officer, the member should disclose they have an interest but not the nature of it.

Where a matter arises at a meeting which relates to a pecuniary interest, the member should not vote on the matter. For further information please follow link below https://www.legislation.gov.uk/ukpga/2011/20/section/25/enacted - (Localism Act 2011 section 25)

Members must decide if it is appropriate for them to declare an interest at a meeting, if unsure, then it is for them to decide. There is no penalty for declaring an interest that subsequently proves not to be necessary. If they hold a pecuniary interest which is a sensitive interest not already disclosed to the Monitoring Officer, they shall declare the interest but not the nature of the interest.

Where a matter arises at a meeting which relates to a pecuniary interest of a friend, relative or close associate, the member should disclose the nature of the interest and decide whether or not it is appropriate to vote on the matter.

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

MEETING OF THE TOWN COUNCIL

You are summoned to attend the meeting of the town council to be held via the video conference service **Zoom** on **Monday 29 March** commencing at 19:00 to transact the business as set out in the agenda below.

Town Projects Manager 22 March 2021

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AGENDA

Welcome by the Town Mayor followed by Thought for the Day

20/160	APOLOGIES FOR ABSENCE To receive any apologies for absence
20/161	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members
20/162	PUBLIC FORUM To receive and respond to questions from members of the public on matters within the remit of the Town Council
20/163 [[] []	MINUTES To approve as a correct record the minutes of the Meeting of the Town Council held on 22 February 2021 (M08) [Attached]
	To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
20/164	PLANNING COMMITTEE To receive and note the minutes of the Planning Committee held on 01
	March 2021 (P15) [Attached] To receive and note the draft minutes of the Planning Committee held

on 15 March 2021 (P16) [Attached]

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20/165 AMENITIES MEETING To receive and note the minutes of the Amenities Committee on 15 February 2021 (A03) [Attached] **ECO-AUDIT WORKING PARTY** 20/166

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To receive and note the notes of the Eco-Audit Working Party held on 8

February 2021. [Attached]

ECONOMIC DEVELOPMENT AND STAP COMMITTEE 20/167

To receive and note the minutes of the Economic Development and STAP Committee on 15 March 2021 (E04) [Attached]

STANDING ORDERS 20/168

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

1 (d). Subject to the provisions of the Coronavirus Act 2020, meetings of the Council and its Committees and sub-Committees may be held remotely by a media platform such as Zoom or Teams.

This will be debated at the meeting of full council of 26 April 2021 in accordance with Standing Order 77:

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.

APPOINTMENT OF INTERIM CLERK AND RFO 20/169

- To confirm appointment of Interim Clerk
- To resolve to appoint an RFO as required by s151 of LGA (1972)
- WEST ROAD DEVELOPMENTS (SAWB 2 & SAWB 3) 20/170

To consider any updates and recommendations

TOWN EVENTS 2021 20/171

To consider any updates from the Town Projects Manager

MAYOR'S CORRESPONDENCE/COMMUNICATIONS 20/172

To receive Mayor's report

REPRESENTATIVES REPORTS 20/173

To receive representatives reports from:

County Councillor E Buckmaster [劇]

District Councillor Alder [劇]

District Councillor R Buckmaster

District Councillor Burmicz

Hertfordshire Police

Other Representatives

Cllr Royle - Footpaths; Schools; Town Twinning;

Cllr R Buckmaster - RHSO; SYPRC

OFFICER REPORT 20/174

To receive the Town Project Managers report for the month of March [副] 2021 [Attached]

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ONLINE MEETINGS 20/175 To consider a draft policy on the recording of meetings. [御] LOCAL BUSINESSES 20/176 To consider an update on support for local businesses and shops 20/177 **DEVOLUTION AND RECOVERY** To provide an update on the Government proposals, which is delayed from publication scheduled to be in a White Paper in September, to force through a reorganisation of local government. **DEPOSIT & CONSULTATION DOCUMENTS** 20/178 To note receipt of any Documents for Noting and Consultation Minerals Local Plan 2014 (Draft Proposed Amendments) FINANCIAL REPORT 20/179 To note the current Financial Report. [劇]

To note and approve accounts for payment.

BANK RECONCILLIATIONS

To receive and note the latest bank reconciliation.

20/182 ITEMS FOR FUTURE AGENDAS

To note any items for future agendas.

ACCOUNTS FOR PAYMENT

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

Zoom meeting.

20/180

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https://us02web.zoom.us/j/84418516812?pwd=N2Zpc1NtWGowOEJuaFBISjlZTUN2QT09

Meeting ID: 844 1851 6812

Passcode: 834365

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council, Sayesbury Manor, Bell Street, Sawbridgeworth, CM21 9AN held on **Zoom** at 19:00 on **Monday 22 February 2021**.

Those present

Cllr Angela Alder Cllr Eric Buckmaster Cllr Ruth Buckmaster Cllr John Burmicz

Clir John Burmicz Clir Craig Chester

In attendance:

Cat Barkley - BS Independent

Cllr Annelise Furnace

Clir Peter Gray Clir Dinesh Patel Clir Greg Rattey

Clir David Royle

S Crocker - Town Clerk

2 Members of the Public

Welcome by the Town Mayor followed by Thought for the Day - Cllr A Alder

20/141 APOLOGIES FOR ABSENCE

Received and accepted from Cllr Coysten - long term sick leave

20/142 DECLARATIONS OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest by Members

20/143 PUBLIC FORUM

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

There were none

20/144 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Town Council held on 25 January 2021 (M07) (Attached) [prop Cllr E Buckmaster; secd Cllr R Buckmaster] All in favour

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

20/145 NOMINATION OF A MAYOR-ELECT

Resolved: To nominate Cllr Greg Rattey as mayor-elect for the civic year 2021-22 who will, if confirmed by a vote at that meeting, take office as Mayor at the Annual Meeting of the council to be held on 24 May 2021. [prop Cllr Alder; secd Cllr D Patel]

20/146 WEST ROAD DEVELOPMENTS (SAWB2 & SAWB 3)

Clir E Buckmaster updated as follows:

- A construction management plan was a condition of the planning approval that Barratts should have had signed off before starting with any construction. The construction management plan will include all the operational elements to mitigate the effects on residents.
- Received response for East Herts enforcement planning officer to say that a site meeting with Barratts was imminent.
- Additional issues with the commencement of work on the Taylor Wimpey site.
- Reported issues for both sites in connection with:

- Damage to verges via Herts County Highways
- Oversized trucks using 7.5 tonne weigh limit roads i.e. heading west towards High Wych rather than using the A1184 (East)
- Diverting surface water drainage channels from the site onto West Road.
- > Blocking Rights of Way (this has now been resolved)
- o West Road three week road closure a meeting is arranged with a Highways officer and the head of planning at Barratts to discuss if the utilities companies had the correct licence to close and excavate the road, this is questionable between a section 50 licence or a traffic regulation order.
- To set up and coordinate a community liaison group that will feed back to the town council on these two developments, this will monitor issues as they arise, so that they can be dealt with in a timely manner. The town council will act in a monitoring role with meeting notes and minutes shared by all interested parties.

Cllr A Furnace confirmed that a letter had been sent to EHDC on behalf of the town council detailing all the concerns to date. Confirmation that the letter has been received by officers at EHDC but no reply to date has been received.

Cllr P Gray sought clarification form Cllr E Buckmaster about who was responsible for signing off the Construction Management Plan. Cllr E Buckmaster confirmed that in consultation with highways it would ultimately be signed off at EHDC as with any planning process.

Clir J Burmicz reported that the had been communicating directly with a resident that backs onto Sawb 3. The noise from construction traffic on site is an additional issue. Reported that he is still waiting for a response to a letter of November 2020 that he wrote to two senior planning officers in relation to the developments.

Clir C Chester asked what are the consequences if they failed to provide a Construction Management Plan? Clir E Buckmaster confirmed that he was waiting for the response from the EHDC Enforcement Officer, consequently if enforcement action is taken and they do not comply then this would be an illegal action.

CIII D Patel asked for confirmation on the total number of houses that are due to be built on Sawb 2 and Sawb 3 in total and how long is the planning project going to take? CIIr E Buckmaster responded that approximately 3 years with the two sites running concurrently with 200 units on Sawb 3 and 140 on Sawb 2 plus the extension of Mandeville School with an additional two forms of entry.

Cllr D Royle commented that it was disappointing and to note with regret that the developers had not consulted on the name of the development which has been publicised as Sawbridge Park.

20/147 TOWN EVENTS 2021

Received and noted: A report from the Town Projects Manager detailing proposed dates of annual events that have been held in past years.

M08 Minutes 210222 33

20/148 FINANCIAL REPORT

Received and noted

20/149 BANK RECONCILLATIONS AND MANDATES

Received and noted: Clerk reported that the electronic banking facility is now in place following his appointment.

20/150 ACCOUNTS FOR PAYMENT

Received and noted:

[prop Cllr D Patel; secd Cllr C Chester]

20/151 COMMITTEE MINUTES

Received and Noted: The minutes of the Planning Committee Meeting held on 25 January 2021 (P13)

Received and Noted: The draft minutes of the Planning Committee Meeting held on 15 February 2021 (P14)

20/152 MAYOR'S CORRESPONDENCE AND COMMUNICATIONS

- No response to date from East Herts Council in response to the letter sent on Air Quality.
- Resident from Newton Drive disabled parking bay (update in representatives reports)
- Letter detailing that the Brownies had sent Christmas Cards to Bry-sur-Marne and they have received back some New Year cards from the equivalent organisation in France.
- Cyril Lumley's Retirement after 12 years of service. His last working day will be the 2 April 2021. The expressed this council's thanks for all his years of service and wish him a very happy retirement.

From the Mayor's report:

- Holocaust Memorial Day 2021 28th January.
 East Herts Environment and Climate Forum attended this forum meeting on "Biodiversity and natural land" on 21st January.
- Town Twinning attended the Town Twinning committee meeting as a guest on 19th January.
- Mayor's charities Online meeting with our local police and PCSOs on 8th February
- Congratulations to PC Shelly Marshall on behalf of the Town Council for her recent commendation.

20/153 REPRESENTATIVES REPORTS

To receive representatives reports from:

- o County Councillor E Buckmaster in addition:
 - Application for village 7 at Gilston has been made. And the Neighbourhood Plan Group have heard from the building inspector recommending approval, still requires

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- endorsement from East Herts Council and will then move forward for a referendum.
- o Newton Drive Disabled Bay at entrance to Pishiobury Park drop kerb installed, residents reported that cars were pulling up over the dropped kerb and parking on the grass area in front of the gates. Resident complaints also with regards to the turning head at the top of the cul-de-sac which was being used as a parking area and concerns over safety with cars crossing a footway. Clir E Buckmaster reported that he had checked that the safety audits had been carried out and he confirmed that they had. A small fence will be installed around the perimeter of the bay to stop cars pulling up onto the grass. Further communication with residents to resolve the parking problem at the turning head is ongoing.
- District Councillor Alder Report no further questions
- District Councillor R Buckmaster in addition reported:
 - O Update on Make Lunch and Community Pop Up Shop at the Evangelical Congregational Church. 36 meals were made on 4 days of the week in the previous week Pop Up Shop is now open twice weekly on Wednesdays and Saturdays. Gary Hanson has set up a database of needs rather than receiving donations so that they can monitor the 'needs' of people accessing the shop. Cllr Alder asked if this was a Evangelical Congregational Church initiative or East Herts Council? Cllr R Buckmaster advised that grant funding had been awarded from East Herts Council to help fund some of the initiatives over the year, but was primarily a church led activity.

Other Representatives

Cllr Royle - Footpaths; Schools; Town Twinning and in addition:

- o Pishiobury Park lack of communication with activity over the pruning of trees without any notification to the Friends of Pishiobury Park. Cllr D Royle has written to East Herts Council with his comments pointing out that there are concerns over the timing of the work carried out with regards to wildlife etc. Glendale have been carrying out the work, Cllr D Royle will pursue East Herts Council for clarification on future works.
- O Cllr A Furnace updated on Canals and Rivers Trust maintenance program of the tow path, a new contact at the organisation is being sought as the previous contact has left employment. Cllr A Furnace will continue to pursue updates for future meetings.

Cllr R Buckmaster - RHSO; SYPRC and in addition:

- Youth Connections are hoping to resume their activities, an update suggests that they will return on the 22 April 2021.
- RHSO Monthly maintenance and AGM will take place.

20/154 OFFICERS REPORTS

Received and noted: Town Clerk and Project Managers report for the month of January 2021

Cllr R Buckmaster raised a question to the Clerk about his Town Green report – 'with regards to town green, who is the meeting with at East Herts?' The Clerk was not aware of the name of the person he was meeting with.

20/155 ONLINE MEETINGS

A draft policy was presented by the Clerk. Agreed to carry out additional work on the policy and research further to establish the full extent of the commitment in terms of officer hours to comply with the town council website accessibility statement.

20/156 LOCAL BUSINESSES

Cllr G Rattey updated members on the recent announcement on the 'opening up' of businesses that has been detailed in the 'road map' out of lockdown, it was encouraging that government continue to support businesses financially via grants. Discretionary Grants will be relaunched in the first week of March 2021, and regular updates were being sent by Town Projects Manager to local businesses encouraging them to look at the East Herts Council website. Grants have been paid up to the 15th February and future payments will roll over, there is not a need for businesses to re-apply. Encouraging that beauticians are now grouped with hairdressers so can look to the 12th April as a potential reopen date.

20/157 DEVOLUTION AND RECOVERY

No update

20/158 DEPOSIT & CONSULTATION DOCUMENTS

Herts Waste Local Plan – Draft Consultation, Cllr A Furnace gave background information and detailed that this had been discussed at a recent Amenities Meeting. Cllr A Furnace will draft a response to the consultation and circulate to members and submit before the deadline of 19th March 2021

20/159 ITEMS FOR FUTURE AGENDAS

There were no items for future agendas

Meeting ended at 20:07

Thought for the Day given by Cllr Alder:

This is a prayer about doing and serving

God ad Father of all, who from the beginning came to bring light and truth and love to man, by the Word, grant to us who deal with words and images, such reverence for thee, that through careful and honesty work, we may keep the coinage of our language sound. Give us humility to realise that we are called, not to be perfect but to be clear, not to be infallible but to be fair. Direct those who in this our generation speak where many listen, who write what many read, and who show what many see, that they may do their part in making the heart of our people wise, its mind sound, and its will righteous. Amen

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth by Zoom at 7.00pm on **Monday 01 March 2021.**

Those present

Cllr Angela Alder Cllr Peter Gray Cllr Greg Rattey Cllr Craig Chester Cllr Dinesh Patel

(Ex-officio Cllr Furnace)

In attendance:

L Dale - Planning Officer

P 20/113 APOLOGIES FOR ABSENCE

To receive any apologies for absence. There were none.

P 20/114 PUBLIC FORUM

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

P 20/115 DECLARATIONS OF PECUNIARY INTEREST

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

P 20/116 MINUTES

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

• 15 February 2021 (P14) [prop Cllr Chester; secd Cllr Rattey]

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

P 20/117 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/21/0311/HH 25 Vantorts Road, CM21

Alterations and raising of roof. Two storey side extension and changes to fenestration STC Comment: Objection. Overdevelopment of site. Objection from rear neighbouring property noted. [prop Cllr Chester; secd Cllr Rattey]

3/21/0334/HH 4 The Limes, CM21 9FB

First floor front extension above garage to link up to main dwelling, with dormer windows and roof light windows

STC Comment: Objection. Overdevelopment of site. Objections from neighbouring properties noted. [prop Cllr Gray; secd Cllr Chester]

3/21/0416/HH

Old Meade, London Road, Spellbrook

Formation of dormer to rear roof and installation of rooflight to front roof

STC Comment: No objection. [prop Cllr Patel; secd Cllr Chester]

P 20/118

LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 26 February 2021.

3/21/0437/HH &

3/21/0438/LBC

2 Cambridge Road, CM21 9BS

First floor rear extension, new first floor side window opening and alterations to ground floor roof over the kitchen

STC Comment: No objection & No comment. [prop Cllr Rattey; secd Cllr Patel]

P 20/119

PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/20/1508/VAR The Leventhorpe School, CM21

Variation of condition 2 (approved plans) of planning permission: 3/20/0413/FUL (Demolition of existing science building and the erection of a new 2-storey teaching block [Use Class D1] with associated landscaping and the installation of an additional block of interim temporary classrooms during construction [Approximately 1068 m2 GEA] alongside the retention of temporary units approved under planning consent 3/18/2098/FUL) – Revisions to elevations of the proposed teaching block

STC Comment: No objection EHDC Decision: Granted

3/20/2084/HH

Mandevilles, Bonks Hill, CM21

Demolition of outbuilding and erection of single storey detached garden room to provide gym and home office

STC Comment: No objection

EHDC Decision: Refused. "The proposed development would constitute development that amounts to disproportionate additions over that of the original dwelling as well as a materially larger building than that of the previous building. Therefore, the proposal equates to inappropriate development in the Green Belt. There would be other harm due to the loss of openness of the Green Belt. Other considerations would not clearly outweigh the harm by reason of inappropriateness and loss of openness. Consequently,

the very special circumstances required to approve inappropriate development in the Green Belt do not exist. The proposed development would be contrary to Policy GBR1 of the East Herts District Plan (2018) and Section 13 of the National Planning Policy Framework (2019)"

3/20/2211/FUL The Meadows, London Road, Spellbrook

Extension to outbuilding and the change of use to a dwelling

STC Comment: This application was withdrawn (P11 Minutes 201130) - STC not reconsulted

EHDC Decision: Refused. "The proposed scheme would re-use a building of permanent and substantial construction. However, the intensification of the site, any additional boundary treatment and the incorporation of associated domestic paraphernalia would result in adverse impact on the openness of the Green Belt and encroachment into the countryside. Furthermore, the proposed extension would result in an addition over and above the size of the original building, result in a disproportionate addition. Therefore, the proposal represents inappropriate development in the Green Belt. Other considerations would not clearly outweigh the harm by reason of inappropriateness, and any other harm. Consequently, the very special circumstances required to approve inappropriate development in the Green Belt do not exist. The proposed development would be contrary to Policy GBR1 of the East Herts District Plan (2018) and Section 13 of the National Planning Policy Framework (2019)" & "The proposed development, by reason of the siting of the proposed dwelling outside of the Group 2 Village boundary of Spellbrook, would fail to accord with the District Plan's hierarchy to direct development towards sustainable locations, and would not represent infill development. The proposal is therefore contrary to Policies DPS2 and VILL2 of the East Herts District Plan 2018"

3/20/2451/HH 17 Walnut Tree Crescent, CM21 9EB

Ground floor side and rear extension

STC Comment: No objection EHDC Decision: Granted

3/20/2559/HH 7 Newton Drive, CM21 9HE

Demolition of conservatory and garage. Erection of two storey side extension and single

storey front and rear elevations STC Comment: No objection EHDC Decision: Granted

3/20/2560/HH 14 The Crest, CM21 0ER

Single storey rear extension, two storey side extension and part garage conversion

STC Comment: No objection EHDC Decision: Granted

3/20/2591/HH 3 Rowney Wood, CM21 0HR

Construction of new porch with lean to roof and render to existing house

STC Comment: No comment EHDC Decision: Granted

3/20/2626/HH 16 Church Walk, CM21 9BJ
Two storey side and rear extension with roof lights

STC Comment: No comment EHDC Decision: Granted

P 20/120

PLANNING APPEALS

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

Meeting Closed at 7.12pm

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth by Zoom at 7.00pm on **Monday 15 March 2021.**

Those present

Cllr Angela Alder Cllr Peter Gray Cllr Craig Chester Cllr Greg Rattey

(Ex-officio Cllr Furnace)

In attendance:

L Dale - Planning Officer

P 20/121 APOLOGIES FOR ABSENCE

To receive any apologies for absence. Apologies received from Cllr Patel.

P 20/122 PUBLIC FORUM

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

P 20/123 DECLARATIONS OF PECUNIARY INTEREST

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

P 20/124 MINUTES

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

• 01 March 2021 (P15) [prop Cllr Chester; secd Cllr Rattey]

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

P 20/125 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/21/0471/FUL 39 London Road, CM21 9EH

Proposed single storey side extension with garage door. New shop window glass façade and new entrance door

STC Comment: No objection. [prop Cllr Rattey; secd Cllr Gray]

3/21/0514/HH 4 Rowan Walk, CM21 9EF

Single storey rear and side extension and part garage conversion STC Comment: No objection. [prop Cllr Chester; secd Cllr Gray]

3/21/0545/HH Willowhayne, 29 Pishiobury Drive, CM21 0AD

Two storey front with part first floor extension and two storey rear extension

STC Comment: No objection. [prop Cllr Rattey; secd Cllr Gray]

P 20/126 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 12 March 2021. There were none

P 20/127 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/20/2213/FUL Land Adj to Orion, London Road, CM23 4AX

Erection of 1no. detached dwelling with integrated annexe and new vehicular access onto

London Road

STC Comment: No objection EHDC Decision: Granted

3/20/2537/HH

The Old Vicarage, CM21 9AD

Fitting of new boiler flues to external wall

STC Comment: No objection EHDC Decision: Granted

3/20/2558/FUL 11 Car

11 Cambridge Road, CM21 9JP

Demolition of dwelling and construction of replacement dwelling

STC Comment: No objection

EHDC Decision: Refused. "The proposed development, by reason of its size, height, scale, materials of construction, and the design of its elevational treatments and roof form, would result in a visually obtrusive and discordant form of development that amounts to poor design. It would neither respect or reflect local distinctiveness, and would be harmful to the character and appearance of the site and surrounding area, contrary to Policy DES4 of the East Herts District Plan (2018), and the objectives of good design under paragraph 127 of the National Planning Policy Framework (2019)" & "The proposed development by reason of the design of its flank elevation treatment, with particular regard to its first floor flank windows serving bedrooms 1,2 and 3, would result in overlooking and loss of privacy of the adjacent neighbouring properties at number 9A and 13 Cambridge Road, to the detriment of the amenities of the occupiers thereof, contrary to Policy DES4 of the East Herts District Plan 2018"

3/20/2173/HH Orion, London Road, CM23 4AX

Proposed single storey rear extension, loft conversion incorporating front and rear rooflight windows, enlarged first floor rear window and new entrance gates

STC Comment: No objection EHDC Decision: Granted

3/21/0161/PNHH 20 Rowney Wood, CM21 0HR

Single storey extension with roof lantern and Bi fold doors:- Depth 3.5 metres, Maximum height 3.30 metres, Eves height 2.30 metres

STC Comment: No objection

EHDC Decision: Approval is required & refused. "The proposed development would not fall within the scope of Schedule 2, Part 1, Class A (ja) of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Planning permission is therefore required"

P 20/128 PLANNING APPEALS

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

Meeting Closed at 7.11pm

SAWBRIDGEWORTH TOWN COUNCIL

AMENITIES COMMITTEE Minutes

of the Meeting of the Amenities Committee held by **Zoom** conference at 19:30 on **Monday 15 February 2021.**

Those present: Clirs A Alder, J Burmicz, A Furnace, G Rattey, D Royle,

In Attendance: S Crocker - Town Clerk and two members of the public.

Press: None

A 20/25 APOLOGIES FOR ABSENCE

Received and accepted from Clir Coysten and Clir Gray both unwell.

A 20/26 PUBLIC FORUM

There were no representations from members of the public on matters within the remit of the Amenities Committee at this time, but one member of public will speak at agenda item A 20/33 by invitation from the chair.

A 20/27 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members.

A 20/28 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on 12 October 2020 (A02)

[prop Clir Alder; secd Clir Furnace] - All in favour

There were no matters arising from these Minutes not dealt with elsewhere on this Agenda.

A 20/29 ALLOTMENTS

Noted: Allotment Officers Report

Cllr Alder would like minuted the committee's thanks for the officer's reports that were included in the agenda pack. Useful to have comprehensive reports in advance of the meetings. Requested that it would be preferable to have officers in attendance at meetings when they have submitted reports.

Cllr Burmicz asked if the clerk could ensure that officers were present at meetings in the future.

Cllr Furnace commented that the allotment report was very encouraging with regards to the potential release of 9 new Bullfields allotment plots in 2021.

A 20/30 CEMETERY

Noted: Cemetery Managers Report

Clarification of burial statistic – was from February 2020 to February 2021.

Cllr Burmicz had received communication from a cemetery client with regards to a container on site that was near to a family grave. Discussion on relocation of the container or screening off the area.

Cllr Alder noted that the Cemetery Report detailed that screening off / fencing and planting around the new toilet had been detailed and that

it would be an opportunity to get the container work completed at the same time to reduce costs.

A 20/31 FOOTPATHS AND OPEN SPACES

Noted: Matters relating to Footpaths & Open Spaces. There were no additional comments to add to the Champion's report.

A 20/32 ECO-AUDIT WORKING PARTY

Noted: Meeting notes from Monday 8th February 2021

Cllr Furnace advised that Bob Reed was to start work on an Environmental Audit of the town to look at what the town has to offer in terms of bio-diversity and natural land. This was an excellent initiative and she hoped that this committee would follow and support the work carried out.

A 20/33 WEST ROAD TELEPHONE BOX

A member of the public was invited to speak on this topic. They gave thanks to this council and all that they do for the community. The topic of the telephone box was one of concern now that the telephone box had fallen into disrepair. They were happy to be involved in gathering ideas and opinion about what could be done to make better use of the asset.

Cllr Burmicz and Cllr Alder gave some historical background information to the committee and confirmed that the telephone box was owned by the town council and had originally been a tourist information point and clarified that it was still connected to an electricity supply. There had been some investigation work completed by the previous clerk for the potential to relocate the telephone to a more central location in the town and install a defibrillator.

Relocation costs could be high, Cllr Furnace suggested that in the interim it could be tidied up and have the broken windows replaced.

A resolution was formulated but not voted on:

Proposed Resolution: The Clerk investigate the various options for the future use or relocation of the telephone box currently situated at the corner of West Road and London Road. The Clerk and the Mayor to report via press releases the idea in principle and invite parishioners' comments on future use.

A 20/34 OPERATIONS

Noted: Data on revenue sent by Clerk to members of the committee on Public Conveniences.

A 20/35 DEFIBRILATOR PROVISION

Clir Burmicz and Clir Furnace both commented that Bell Pharmacy were going to be installing a defibrillator imminently, so this would be in an ideal central location for the town centre.

Clerk commented that there were grants available for the purchase of defibrillators outside licenced premises, the grants were specific with regards to the location, Clerk to further explore this grant opportunity with the view to obtaining funding.

A 20/36 HERTS WASTE LOCAL PLAN – DRAFT CONSULTATION

Cllr Royle reported that he had prepared a draft response for a climate change group, of which he is member in Bishop's Stortford, and he was happy to share the content of his findings.

Cllr Furnace had concerns that the deadline of 19 March 2021 was near and that all councillors should have the opportunity to contribute to the response. Cllr Alder confirmed that if a written response was sent on behalf of the town council then this should be an agenda item at full council so that all had the opportunity to comment. Clerk was requested to add this as an agenda item at the full council meeting of 22 February 2021 for debate and formulate a response.

A resolution was prepared but not voted on as follows:

This committee resolves to respond to the Herts Waste Local Plan which should be presented to full council on 22 February 2021 to obtain the view of all council members.

A 20/37 ITEMS FOR FUTURE AGENDAS

Cllr Burmicz requested that Telephone Box and Defibrillator be standard agenda items.

Cllr Furnace requested that the Herts County Council Anti Engine Idling Campaign be a future agenda item and also the Tiny Forest Initiative that is linked with the local Sustainable Sawbridgeworth Group.

Meeting ended: 20.19

Eco-Audit Working Group at 12.00 8th February 2021

Zoom meeting attendees Cllr Annelise Furnace, Cllr David Royle, Cllr Eric Buckmaster, Mrs Hazel Mead, Ms Sarah Brown, Mr Bob Reed. Apologies from Town Clerk Simon Crocker; notes taken by Cllr Annelise Furnace

Environmental audit ideas from Bob Reed

- This is an audit of environmental assets in order to assess bio-diversity in the Sawbridgeworth area which includes:
 - 5 x miles of canal, 3 x miles of backwaters, 23 woods, 4 streams, numerous significant trees, old hedges, 5 orchards, 7 fresh water springs, grassland, arable land, gravel pits, 7 green spaces, school wildlife areas, 17 bodies of water (other than canal), 5 marshes, 3 areas of derelict land, 2 church graveyards, 7 old walls, 7 lanes, 4 allotments (including Bell Mead)
- 21% of the area comprises gardens, tend to get more birds here than in countryside, could do things quickly here
- There are also 5 county wildlife sites so the area is well off in term of biodiversity
- Pishiobury Park local nature reserve 96 acres, includes grazing, coppice work, pollarding, tree planting, human impact. On High Wych corner could do air quality and noise pollution surveys. Ditch in park taking run off so can do water quality assessment. Can involve families and children
- Sarah expressed interest in getting advice from Bob for F&B wildlife area.

Actions:

- Bob to start audit as soon as he can
- Sarah to act as contact between Bob and schools given her governor role at F&B (David and Annelise to send her contacts)
- Allotments and cemetery activities liaise with TPM Joanne Sargant and Amenities
 Committee; Hazel able to help with any allotment activities including possible hedgehog survey
- Eric/David/Annelise to look at possible funding sources for final audit publication

Eco-Audit 3 Acorns second visit arrangements

Actions:

- Simon to follow up on visit options with 3 Acorns
- Copy Bob into all contacts

Air quality update

- Reports from previous two years now published on EHDC website
- STC writing to ask EHDC for more regular, up to date monitoring information

Actions:

 Group to keep in mind potential informal monitoring – possible use of lichens and plants to assess Nitrogen dioxide levels on West Road – this also gets residents and local groups involved

Anti-engine idling campaign/s

Following resident's public forum suggestion:

- Eric reported EHDC has an annual campaign which is currently being worked on by communications, according to Cllr Graham McAndrew
- HCC's Active and Safer Travel team is producing signage which schools can use to discourage engine-idling – this should be ready in "weeks rather than months" – Sarah noted F&B would be happy to publicise in newsletter
- David to contact Greater Anglia about level crossing timer indicator and signage
- David to sound out shops on Bell Street to see if they will put signage in windows

Woodland Trust and trees

Tree planting takes a lot of thought and aftercare planning – Bob willing to advise – suggested land opposite Bull pub which already has poplar and meddler trees may be suitable (about half an acre).

Actions:

- Simon to check Woodland Trust "free trees" scheme
- STC to look at Cllr Angela Alder's tree planning idea for Queen's Platinum anniversary via Amenities committee
- Eric to look at Kecksys plan and who owns the area opposite the Bull pub

Tiny Forest initiative

- Sustainable Sawbridgeworth group looking at this initiative from Earth Watch, requires £25,000 investment, land size of tennis court, about reducing carbon impact
- There may be land close to West Road
- Bob suggested willow to give rapid results
- Corner of Bullfields and Station Road suggested

AOB

- David is trialling two carbon foot printing tools
- David noted that EHDC is interested in community energy projects as part of Climate Action
 Plan
- Questions around how feasible one might be for Sawbridgeworth, and dependent on ownership of land

Next meeting

Actions:

Simon to arrange shortly before next Amenities committee

SAWBRIDGEWORTH TOWN COUNCIL

ECONOMIC DEVELOPMENT & SAWBRIDGEWORTH TOWN ACTION PLAN COMMITTEE <u>Minutes</u>

of the meeting of the Economic Development and Sawbridgeworth Town Action Plan Committee held by **Zoom** conference at, Sayesbury Manor, Bell Street, Sawbridgeworth at 19:30 on **Monday 15 March 2021.**

Those present

Cilr Angela Alder Cilr Dinesh Patel
Cilr Eric Buckmaster Cilr Greg Rattey
Cilr Ruth Buckmaster Cilr David Royle
Cilr Craig Chester Cilr Furnace – ex officio

In attendance:

J Sargant – Town Projects Manager

One member of the public

E 20/42 APOLOGIES FOR ABSENCE

To receive any apologies for absence - there were none.

E 20/43 PUBLIC FORUM

To respond to questions from members of the public on matters within the remit of the ED&STAP Committee.

Hazel Mead - with regards to the Millennium Maze as detailed in the Conservation Officers Report, Hazel gave some historical background to the maze detailing that it was a joint project between the Scout and Girlguiding groups in the town in 2000. She was saddened by its current status and asked if the repair of the maze would be costed into the Town Green Project. Cllr Angela Alder responded with her concerns about the damage that had been done by grass cutting machinery used by East Herts Council (EHC) contractors and said that it had been discussed in the past and that an officer from EHC had confirmed that they would pay for the damage. Cllr Angela Alder agreed to write to the officer concerned and progress the repair in conjunction with David Mead who was sourcing replacement tiles for the maze. Cllr Angela Alder will also share photos of the opening ceremony of the maze with members.

E 20/44

DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members.

E 20/45 MINUTES

To approve as a correct record the minutes of the Committee Meeting held on 09 November 2020 (E03) [prop Cllr Craig Chester; secd Cllr Greg Rattey] All in favour

There were no matters arising from the Minutes not covered by the current agenda.

E 20/46 TOWN GREEN

To receive an update from Cllr Eric Buckmaster on the proposals for the development of Town Green. Cllr Eric Buckmaster proposed the following course of action to keep the project moving forward, this was following a meeting with an officer at EHC who is responsible for green spaces:

- To form a working party that consists of councillors, members of the public and interested parties in the town.
 Cllr Greg Rattey said that it would be of great benefit to have business owners included in the process.
 Cllr Eric Buckmaster said that the following questions were key to the process:
 - o What would the area be used for?
 - o What groups might like to use the area?
 - o What would people like to see in the area?
 - What design concepts would enhance the area?
- Once a list of uses is compiled a 'soft' consultation could be carried out in the public domain to formulate a more structured document to enable the Town Projects Manager to research potential landscape designers. This would then be fed back to the working party group and a Landscape Designer selected in principle.
- Next step would be to write a business plan for EHC (landowners) detailing the uses, benefits to the town and its people, improvements to the area and other wellbeing and economic vibrancy attributes, also drawing on the Conservation Officer's report.
- Clir Eric Buckmaster reminded members that when considering the re-design, this area is classed as a green open space and to an extent should remain so, therefore too much hard landscaping of the area may not be desirable.

Cllr Craig Chester requested that the formulation of a working party and soft survey be done in a timely manner and suggested as soon as the 6th April onwards would be preferable.

Cllr Ruth Buckmaster suggested that a working party would be a better opportunity to keep the project moving as this committee only meets 5 times a year and would then permit the introduction of others' into the working party group.

Resolved: That a working party be formulated to include all members of the ED STAP committee and other invited members of the community to include schools and businesses. Town Project Manager to arrange a date and disseminate the information. [prop Cllr Craig Chester; secd Cllr Ruth Buckmaster]

E 20/47 TOWN BRANDING

To progress a Zoom meeting with Design Chambers and to make a recommendation to council.

Cllr David Royle gave an outline of where the project was to date.

Cllr Ruth Buckmaster felt that while acknowledging the money that had already been spent to date, with the ongoing pandemic it would be better to defer the project whilst the re-opening of the town was taking place from April 12th onwards. The EHC RHSS Big Wave Shop Local campaign could suffice for now.

Cllr Angela Alder was in agreement with Cllr Ruth Buckmaster's proposal.

Resolved: To focus on the 'Shop Local' campaign and defer the Town Branding project for a future meeting. [prop Cllr Ruth Buckmaster; secd Cllr Angela Alder] All in favour with the exception of Cllr Don Patel who abstained.

E 20/48 TOWN ACTION PLAN 2020-24

To note and review the latest iteration of the Town Action Plan.

Cllr David Royle had circulated an update and detailed that it was unlikely that an Annual Town Meeting would take place in the current pandemic and therefore it was difficult to move forward with the Town Action Plan.

Cllr Ruth Buckmaster agreed with Cllr David Royle to defer further discussion until the next meeting.

E 20/49 CREATION OF A MARKET

To review proposal for the creation of a new market within the confines of the current Covid advice.

Cllr David Royle confirmed that he had circulated a paper from the former Town Clerk dated 20 November 2020 that outlined the proposal for the market.

Town Projects Manager confirmed that the paper of 20 November was still current and we could move forward as soon as possible and start preparing for a market launch later in the year. Town Project Manager to propose a market launch date to the committee and restart work.

E 20/50 SHOP LOCAL CAMPAIGN

To review a proposal for a Shop Local campaign for the centre of Sawbridgeworth.

Clir David Royle outlined the various local initiatives including the Big Wave initiative and asked members' opinions about what more we can do. Town Projects Manager to contact Big Wave and ask for an update and timescales of their project. An update Town Centre Recovery Meeting with EHC (including Big Wave) has been arranged for 24 March.

E 20/51 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas. It was requested that the following two items be included on future agendas:

- 1. Cllr Ruth Buckmaster requested that the ARUP proposal for the future of Bell Street be added.
- 2. Cllr Don Patel requested that Bell Street Lighting be added to future agendas.

Meeting closed at 20.37

Mayor's report for full council meeting on 29th March 2021 (as of 20th March 2021)

Local PCSOs/police

- On 25th February I had an online meeting with PC Shelly Marshall and PCSO Amanda Higham on charity fundraiser, the Sawbo Daily Mile (see below).
- It was agreed this could go ahead on Monday 29th March when the Government's Stay-at-Home order ends but with clear messaging around adhering to current and ongoing Covid-19 restrictions.
- Thank you to our local police for their advice and guidance on this.

OWL meeting

• I attended the first part of the online OWL meeting on 8th March with PCSO Amanda Higham.

East Herts Environment and Climate Forum

- Unfortunately I was unable to attend this latest Forum meeting on 17th March regarding Water Sustainability, and am glad that Cllr David Royle was able to.
- It included Affinity Water on Efficiency and Demand Management, and the Hertfordshire Climate Change and Sustainability Partnership (HHCSP) and their Strategic Action Plan for Water Sustainability.

West Road

 A number of councillors, including myself, continue to visit West Road at school drop off and pick up times in order to record construction traffic movements.

Sawbo Daily Mile – I would be very grateful for any support you can provide at https://www.justgiving.com/crowdfunding/sawbomayorcharities

- Covid-19 has meant traditional fundraising events such as a Mayor's Quiz and the Civic Dinner, are
 unable to go ahead making it difficult to raise donations to my Mayor's charities this year.
- The Sawbo Daily Mile can be done anytime between Monday 29th March to Sunday 11th April, walking, running, cycling or rolling, while adhering to current Covid-19 regulations.
- It is inspired by the school Daily Mile, is a Mayor's (rather than STC) initiative, and has been worked on with local police to ensure it is Covid-safe.
- The monies raised will go to this year's Sawbridgeworth Mayor's Charities the 1st Sawbridgeworth Scouts and the Essex & Herts Air Ambulance.
- Special thanks to local business Boyletts Law for their support for the initiative.
- The initiative is NOT exempt from Covid-19 rules and the expectation is that all participants continue to adhere to regulations and guidelines.

Annelise Furnace

County councillor report March 2021

County Budget. Investment to support those in need, protect the environment and make Hertfordshire more sustainable are the key priorities in the council's spending and budget plans for the year ahead

Councillors today (Tuesday 23 February) agreed the budget for 2021/22, which includes an increase of 2% for the adult social care precept and an additional 1.99% for general council tax, meaning a total increase to council tax of 3.99%. This works out at an extra £1.08 a week for average Band D households.

The county council has decided to not take up the option of increasing the adult social care precept to 3% this year and will instead collect the remaining 1% next year in 2022/23.

The key areas highlighted within the budget are:

- met by the extra 2% in social care precept. Investment will also be made in safeguarding to support vulnerable individuals in care. This is on top of further investment to enable care worker pay increases and funding for the Domestic Violence Service, and to provide support for the future National Living Wage, in addition to providing the Voluntary Sector with an enhanced package to support COVID recovery. This will be broadly Supporting the vulnerable and COVID recovery: This includes funding for additional numbers of people needing support and increases in the transformation of disability services;
- Protecting the environment: This budget includes £10m investment as part of our climate change response, providing additional capital funding to improve drainage in response to highways flooding brought about by increasing and changing rainfall patterns. There will be an additional £7m investment to fund the roll-out of 20mph speed limits, in line with the Speed Management Strategy approved by Cabinet in December 2020, as well as an extra £3m investment in active travel schemes and extra funding for winter maintenance;
- Making Hertfordshire more sustainable: Including a total of £12m investment in sustainable projects to significantly drive forward delivery of the Sustainable Hertfordshire strategy approved by Cabinet in March 2020;
- Meeting the challenges of a growing county: A £2m investment fund has been established to progress Growth and Infrastructure work to put the council at the forefront of being able to bid for government and other external funding.

Council tax bills for the new financial year will be issued by Hertfordshire's district councils from early March. You can find out more about how we spend your council tax on our website www.hertfordshire.gov.uk/counciltax

County Council Cabinet approves redevelopment of Joint Emergency Services training centre

Stevenage. The site, which is owned by the county council, became a joint training centre for Hertfordshire Fire and Rescue Service (HFRS) and Hertfordshire Constabulary in March 2019 as part of a commitment to increased emergency services collaboration made by Hertfordshire County Hertfordshire County Council's Cabinet has approved plans to redevelop the Joint Emergency Services Academy (JESA) in Council and the Police and Crime Commissioner.

Centre in 1992. The site contains several buildings which are in urgent need of attention to ensure the ongoing delivery of safe and high-quality The current JESA site at Longfield in Stevenage was built as a primary school in 1962 and was converted for use as the Fire Service Training emergency response training.

The project is set to cost approximately £34m, making it the largest county council-led estates project in recent years. At this primary stage, Cabinet has approved the use of £600,000 to develop the proposals to detailed design stage which will help confirm the expected project expenditure and support the move to the next procurement stage.

Since the training centre at Longfield opened its doors to police colleagues, approximately 95 police trainees and more than 100 fire trainees have graduated from the site, and many more have visited to refresh their training.

Secondary school places announced for 2021

95 per cent of children have been allocated a place at one of their preferred secondary or upper schools by Hertfordshire County Council.

Over 99% of parents and carers in Hertfordshire applied online and will be emailed the place their child has been allocated this afternoon Of the 14,752 Hertfordshire children who applied this year, 78 per cent gained a place at their first choice school. (Monday 1 March). Families who made a paper application will be sent a letter by 1st class post.

Hertfordshire schools named higher on the application form than the school offered. Parents and carers are advised to accept the school place All applicants who have not been offered their first preference school will automatically be placed on the continuing interest list for any offered. Accepting the place will not impact upon the appeals or continuing interest processes.

Parents and carers have until 15 March 2021 to accept their school place.

More information about the allocation process can be found online at www.hertfordshire.gov.uk/admissions

SaverCards, Hertfordshire County Council has announced that this year's SaverCards, which offer half price fare travel for 11-19 year olds, are being extended for validity by 9 weeks to give customers value for money, following lockdown's restriction of travel.

The move comes as government guidance lifts some of the boundaries faced by residents in lockdown, and children increasingly return to

The SaverCards will be valid on all of the council's 'duplicate buses' – which provide additional buses on busy routes for school travel as well as all buses on the Hertfordshire bus network. This reduces demand on existing public transport, ensuring those who need to use it can socially distance

Increased opening hours for largest recycling centres

Recycling Centres Three of Hertfordshire's largest recycling centres will be open seven days a week from mid-May as Hertfordshire County Council responds to a high number of visits to the sites under lockdown and anticipated increased on-going demand. The county's biggest and busiest recycling centres at Ware, Stevenage and Waterdale (north Watford), will all switch from five-day to seven-day opening to give residents a wider window for visiting the centres, helping to reduce waiting times and reduce pressure on the other sites in the

Hertfordshire's recycling centres are open during lockdown for essential visits only, to allow residents to dispose of waste that cannot be put in their normal recycling bins or safely stored at home. Social distancing measures and limits on the number of visitors are also in place to on the sites to keep staff and visitors safe. Please check our website at www.hertfordshire.gov.uk/recyclingcentres for details of site opening times, and to check details of queueing times, container capacity and the live webcams.

Hertfordshire County Council secures £23.5m to combat Climate Change

Hertfordshire County Council has successfully secured a further £8.5m of funding from the Public Sector Decarbonisation Scheme, managed by Salix Finance, to help fight the climate change emergency in the county.

The county council's success in securing a second and third application from this scheme brings its total funding to £23.5m. In January it successfully secured £15m of funding from its first application. The Public Sector Decarbonisation Scheme enables public sector organisations to tackle climate change by delivering capital energy efficiency schemes and heating decarbonisation projects. This funding means the county council can now deliver several sustainability led projects at a number of its sites including its school estate, fire stations, libraries and main office buildings. Some of the many projects include the installation of solar panels across 128 council owned buildings, the installation of an air source heat pump across our Mundell's estate and the delivery of improved cavity wall insulation across a further 15 school sites.

In addition, there will be the installation of modern, energy efficient boiler systems at various schools across the county - locations to be confirmed. The funding will also allow for improved building insulation and other building improvement schemes. This is the first of many projects Hertfordshire County Council plans to deliver over the next year to meet its ambitious goals outlined in its Sustainable Hertfordshire Strategy.

To read the Sustainable Hertfordshire Strategy and Action plan visit: https://www.hertfordshire.gov.uk/microsites/sustainablehertfordshire/sustainable-hertfordshire.aspx

West Road

that any vehicles arriving before 9:30 am should be moved on to a lay by away from the location. Also that no vehicles should arrive after 14:30, during the restricted times which I have forwarded to Taylor Wimpey and Barratt. I have also had meetings with senior Police officers who have offered their support. Both developers have said they will take punitive action against suppliers who do not comply. They have suggested they I have been updating members on interchanges I have had with both developers. I visited West Road several times last week and I know the will coordinate Marshalling at the junction of West Road. I have said I expect that there should be clear instructions on the delivery notes and mayor and councillor Royle have also done so. Residents have been forwarding photos of vehicles going through the school crossing patrol and again moved on as required The routes should also be away from weight restricted areas. This is a challenge especially with potentially hundreds of vehicle movements each own suppliers and it should be relatively easy if they put the correct processes in place. In the interests of safety we cannot tolerate any more week from multiple development sites each of whom has the potential to ignore the rule. However it is up to the developers to organise their breaches of the conditions

District Council Report - March Council meeting

25th March

Attended Old River Lane briefing for District Council member- revised plans discussed.

2nd March - District Council meeting

Again some interesting questions covering housing standards, mental health especially regarding young people. EHC thinking about how to use the newly established Healthy Hub to link Social Prescribing and mental wellbeing into the Cultural Strategy. Another question related to Air Quality and measures being taken to ameliorate the effect of air pollution within the district.

The main item of business was the presentation of the Budget proposals and Council Tax recommendations. The Executive Member for Finance outlined the thinking behind the budget proposals including reference to Council reduced income due to the pandemic. Looking ahead to the future the Council would be undertaking a transformation programme to find further efficiencies in ways of working, resourcing procurement and operational needs. The budget was approved as was the Medium Term financial Plan.

The Grants programme was approved and tribute paid to the considerable contribution of the voluntary sector throughout the "lockdowns". The Executive Member referred to the enormously enthusiastic community spirit and tremendously helpful volunteers who had assisted the official bodies to cope with the challenges thrown at them.

16th March - Audit and Governance Committee

The Committee approved the Anti-Fraud Plan 2021/2022 and noted activity to protect the Council against fraud and corruption during 2020/2021. Council had 104 matters referred 78 related to Council Tax and/or Housing Benefit, 10 referrals about Housing applications and 14 about Business Rates for Covid 19 Business grants. Investigation of some of the fraud allegations cannot be actioned due to lockdown rules and restrictions on face-to-face meetings.

The revised Audit Plan 2021/22 was agreed. Mapping the systems and process to confirm appropriate lines of assurance in relation to (a) Strategic, operational and project risk management (b) Committee and Reporting structures (c) Roles, responsibilities and delegations (d) Policies relating to Codes of conduct, gifts and hospitality fraud and corruption.

The impact on collection rates for both Council Tax and Business Rates as a result of Covid 19 is being closely monitored by Officers.

18th March – Community Forum

This is a Committee of District Council Champions. Its future role is being assessed by exploring how the Champions input and dissemination of information regarding effective influencing of their input can be more widely developed to benefit residents' health and wellbeing.

18th March – Extraordinary Council meeting

Cllr. Ruth Buckmaster has reported on this meeting.

18th March – Boundary Commission review

18th was a busy Zoom day and the final event the Boundary Commission Review was interesting. All three Sawbridgeworth District Councillors were present. The Commission emphasised their willingness to listen to local views on the proposals but made the point that the final decision regarding any change was the Commission's and not able to be appealed. There will be a meeting for Town and Parish Councils to hear the presentation next Monday 29th March.

Angela Alder Sawbridgeworth Ward Member

24.2. East Herts district partnerships meeting

At the East Herts Family Partnership meeting (east quadrant) we heard from many of the stakeholders in the area. This included various preschools, Family Services, Health Visitors, the CAB and the CVS.

The Family Services mentioned their staff realignment in January and are now recruiting more staff. They talked about the community and parent engagement, recruiting more volunteers and continuing their online work. The health visitors gave an update covering how domestic violence has increased and that many are from anonymous referrals.

CAB reported numbers increasing with all referrals being either online or by telephone.

CVS stated it needed more volunteers to help with various schemes.

I reported on what Sawbridgeworth library are doing and how Make lunch and the Community pop up shop are supporting local families.

1.2. Members briefing on ORL

2.3. Full council

17.3 housing strategy

The Housing Strategy Member Working Group met to discuss what is the role of the housing strategy and what we would like it to cover.

This included what is the strategy for, who are the intended audience, what are the most urgent housing issues facing EHDC and the timetable for the Strategy.

This generated a lot of discussion especially on the urgent issues. It was suggested that more 3 bedroom houses were needed, that there is a lack of affordable low cost homes and a lack of homes for the physical disabled. It was noted that the older housing stock is cheaper and therefore people will wait for these to become available. The need for energy efficient improvements to be made to existing stock was noted but the council has no powers to insist on this but to try and influence Housing Associations.

The comments of members were noted and will be included in the first draft of the strategy which the group assess at its next meeting.

18.3 extraordinary full council

An Extraordinary Full Council Meeting was called to vote on the business plan for Old River Lane.

There were many questions from the public and members. These were all answered and discussed. The financial implications of this project had been covered at various all member briefings in the last few months. The recommendations was that the

Council approve that Officers proceed with the

delivery of the Old River Lane Arts Centre development and the Old River

Lane Main Scheme development, as set out in this report and on the basisof the financial viability demonstrated in the business case.

This was passed with an amendment of further public consultation.

18.3 all members briefing on Local Government Boundary Commission. Town Councillor members will have also received this briefing.

23.3 Overview and Scrutiny

29.3 equality and Diversity training

31.3 DMC

3/20/2285/FUL Retention and refurbishment of the auditorium andback of house facilities, demolition of ancillary and

supporting areas, and redevelopment to provide

new performance, cinema and ancillary facilities.

Provision of cycle parking and ancillary landscaping, public realm improvements and associated works.

Hertford Theatre

3/20/0113/FUL. Creation of a 29 bedroomed hotel with ancillary parking, landscaping and a new vehicle access Woodlands Lodge, Dunmow Road, Bishop's

Stortford, Hertfordshire, CM23 5QX

EHDC Cllr Ruth Buckmaster

I'm happy to take questions on the evening.

SAWBRIDGEWORTH TOWN COUNCIL 29 MARCH 2021: FOOTPATHS AND OPEN SPACES CHAMPION'S REPORT

1 SCHOOLS: TOWN COUNCIL BRIEFING AND SCHOOL TOWN COUNCIL MEETINGS. Postponed until later in 2021 and subject to consultation with schools. Still in contact on issues such as air quality, waste management etc.

2 FOOTPATHS, OPEN SPACES AND DOG FOULING

Tow path: we await a response from the Canal and River Trust re path maintenance.

Footpath repairs: we await resurfacing of Footpath 21 (Vantorts Play area to Fair Green) and Footpath 32 (Fair Green to London Road) in the next financial year by HCC. I've also reported the area around the post box at the exit to the Bell Street car park to EHDC. HCC is considering resurfacing Footpath 26 from Springhall Lane to Pishiobury with crushed concrete. A disabled parking space has been added at the Newton Drive entrance, with a dropped kerb. The plan is to fence off the grass area to stop any additional parking.

Open Spaces. I have had no confirmation that Local Nature Reserve status for Pishiobury has been finalised for April.

Sadly, communication with/from HCC/EHDC on work in Pishiobury and on the disabled bay has been poor, including with residents and the Friends of Pishiobury, who do so much to help maintain the Park; even positive information like the planting of 1,000 new trees recently was not shared. I and Friends members have written to EHDC about this and the maintenance of trees in the Park; I am also grateful to ClIr Eric Buckmaster for following this up.

Litter/dog fouling. We await EHDC's 'consultation' on the possible relocation/dualling of litter and dog waste bins. No action so far on a long-standing request to move a dog waste/dual bin nearer to Mandeville.

- **3 Town twinning.** We are planning a visit to Bry in September and a visit from Moosburg, subject to progress on vaccinations and removal of Covid travel restrictions.
- 4 Sustainable Sawbridgeworth. The group continues to meet via Zoom and promote local refill/waste management opportunities. Litter continues to be an issue in the town and on the road and laybys between Parsonage Lane and Spellbrook. We hope there will be an opportunity to contribute to the Keep Britain Tidy 'Million Mile Mission', to clean up a million miles of UK streets, coastline, parks, footpaths and neighbourhoods between 28 May and 13 June 2021. Litter pickers have been made available pro tem to individuals, who have done a great job keeping the twin tidy. The repair café is on hold.

David Royle 210321

Syprc report for TC 29.03.21

The committee met by zoom on 24th February.

We have received the Clarion grant for the bench s and bike rack so hopefully as the weather improves they will be installed.

The film club is going ahead with a grand opening on 3rd July. We are now in the process of obtaining the equipment and installing the screen.

Councillor Royle gave the CDA feedback from the conference and is looking into CCTV costs.

It was agreed to look at costs for new signs for the field, regarding no dogs.

Following correspondence from a neighbour we are looking into leaving an area of the grass uncut to develop into a wild meadow.

The playground is continually maintained and the committee will be looking into repairing the car park.

Cllr Ruth Buckmaster Chair SYPRC

RHSO report.

RHSO held its AGM on 25th February on Zoom.

The Chairs report, Maintenance report and Treasurer reports were all read out and will be published on the website.

It was reported that we have a core group of volunteers attend each month to help with the maintenance which we hope will increase as restrictions are lifted in the coming months.

All the existing officers were then re-elected.

We are hoping to hold another juice stall in Bell St on 3rd April but meanwhile this years Apple juice is still on sale at Full of Beans.

We look forward to being able to hold our usual events in the coming year.

Cllr Ruth Buckmaster Chair RHSO

To:

All Members

From:

Joanne Sargant

Subject:

Town Project Manager Report

Date:

22 March 2021

Town Vibrancy – To attend a meeting on 24 March in advance of re-opening the High Street after lockdown. The following will be discussed:

12th April (non-essential retail and outdoor hospitality venues re-opening), chaired by Councillor Jan Goodeve. Agenda items include:

- Roundtable / update from each town on re-opening (plans/ challenges)
- Update from HCC on traffic management arrangements
- Update and discussion on pavement licencing following recent letter from MHCLG secretary of state
- Discussion on how best to use the covid marshals between now and the end of June (when the funding runs out)
- Big wave communications plans to support safe re-opening

Hand sanitiser units still to be distributed as the high street re-opens, these units need to be taken in each evening and put out each morning by shop owners at the various locations.

Cemetery — Grass cutting will commence in a couple of weeks as the weather improves. Fencing and Screening project for the new eco toilet and relocation of the metal container in progress.

Civic Dinner –Saturday May 1st – this event has now been cancelled.

West Road Play Area – All of the safety matting areas on the swings and at the foot of the slide have been replaced, this was routine work to keep the play area in line with safety standards. The slide mound has started to show deterioration, this a natural occurrence for a play area of this age. Quotations and options to be sought for recommendation to Amenities Committee at a future date.

Events - As detailed in the report from the previous meeting. No further discussions / decisions have been made or committed to.

Telephone Box – Research and purchase the parts and materials required to tidy up the telephone box that is located on Cambridge Road near to the mini roundabouts. This is owned by the town council, continued work on a project working alongside the Amenities Committee to decide on future use of the telephone box in the current location.

Sawbridgeworth Town Council

Memorandum from the Town Clerk

To:

All Members

From:

Simon Crocker

Subject:

Draft Policy for Recording Meetings

Date:

17/02/2021

1.0 Remote meetings data retention and publication of recordings policy

- 1.1 The Coronavirus Act 2020 provides for 'persons to attend, speak at, vote in, or otherwise participate in, local authority meetings without all of the persons, or without any of the persons, being together in the same place'.
- 1.2 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 provides us with greater flexibility in the conduct of our meetings, including allowing Councillors to attend remotely and for public and press access to those meetings.

2.0 Processing activity

- 2.1 Sawbridgeworth Town Council uses Zoom conferencing technology for remote attendance at meetings by Councillors, where they are able to hear and where practicable see and be similarly heard or where practicable be seen by:
- 2.2 other Councillors, whether attending in person or in remote attendance; and
- 2.3 any members of the public who are attending remotely to exercise a right to speak at the meeting in accordance with constitutionally adopted procedures; and
- 2.4any other members of the public and press attending the meeting remotely to observe.

3.0 Information requirements

- 3.1 Our processing activities may include:
 - full name and names of those on whose behalf you may be speaking.
 - email address
 - job title
 - physical office address
 - personal address
 - · telephone number
 - audio and video call recording
 - images

4.0 Lawful basis

- 4.1 our lawful basis for processing your personal information are:
 - our legal obligation(s) under the Local Government Act 1972
 - our legal obligation(s) under the Local Government (Access to Information) Act 1985
 - our legal obligation(s) under the Local Government Act 2000
 - our legal obligation(s) under the Localism Act 2011
 - our legal obligation(s) under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012
 - our legal obligation(s) under the Openness of Local Government Bodies Regulations 2014
- 4.2 where needed for the performance of a task carried out in the public interest under the laws that apply to us or the exercise of official authority vested in us The personal data the Council collects from you may include your:
- name
- IP address
- telephone number
- 4.3This is needed to allow video conferencing to function properly.
- 4.4 The legal basis for collecting this data is consent. Sawbridgeworth Town Council will record and collect meeting activity (such as joining or leaving), including activity related to third-party integrations, together with the date, time, person engaged in the activity, and other participants in the meeting with the date, time, duration, and quality ratings that you provide. It will also record, retain, and publish the audio content in keeping with the retention period below.

5.0 Data sharing

- 5.1 Minutes and details of decisions are published on our website once available.
- 5.2 Audio recordings made by the Council will be kept in accordance with the retention period set out below and will be published on our website. If you have asked a question or participated in a discussion for example at a Council or Committee meeting, some information about you may be included in our minutes.
- 5.3 Please note that websites can be seen throughout the world, and not just in the United Kingdom where UK law applies.
- 5.4 We may share your data if we are required to do so by law for example, by court order, or to prevent fraud or other crime. We rely on a number of exemptions, which allow us to share information without needing to comply with all the rights and obligations under the Data Protection Act 2018.

6.0 Retention period

6.1 We will keep audio recordings for three months, and these will be available on our website, and available for the public to view online for three months. At the

end of this period the Council will delete the recording and no longer hold a copy. All personal data will be disposed of confidentially.

7.0 Right to object

7.1 Where processing your personal information is required for the performance of a public interest task (see our lawful bases above), you have the right to object on 'grounds relating to your particular situation'. We will have to demonstrate why it is appropriate for us to continue to use your personal data.

Sawbridgeworth Town Council

10:01

Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
		10 5410	7 (111 (111 (111 (111 (111 (111 (111 (1			
100	Staff					
4000						
4001						
4002						
4003						
4004						
4005		(C)				
4008						
4011		(35.53)				
4012	en4.					
4014		(333)	6			
4029	Salary Recharge	0	(55,222)	(55,222)		(55,222)
4035	NIC	43,957	24,145	(19,812)		(19,812)
4040	Pension	43,112	40,242	(2,870)		(2,870)
	Staff :- Indirect Expenditure	183,382	202,327	18,945	0	18,945
	Net Expenditure	(183,382)	(202,327)	(18,945)		
	A A A defendant on		,			
200	General Administration	220 202	220 202	0		
1076	•	339,283	339,283	0		
1078		8,863	0	(8,863)		
1090	Interest Received	78	750	672		
1100	Asset Disposal	0	10,000	10,000		
1999	Miscellaneous Income	1,400	0	(1,400)		
	General Administration :- Income	349,624	350,033	409		
4045	Subcontracted Labour	350	0	(350)		(350)
4070	Subscriptions	2,523	1,500	(1,023)		(1,023)
4075	IT Support	8,438	5,000	(3,438)		(3,438)
4080	Training (Members)	30	1,000	970		970
	Travel Expenses	23	240	218		218
4082	Training (Staff)	281	600	319		319
	Clerks Expenses	79	250	171		171
4085	Staff Development	0	1,000	1,000		1,000
	IT Development	0	1,000	1,000		1,000
	Photocopy Charges	1,068	1,500	432		432
	Telephone/Broadband	1,960	2,500	540		540
	Postage	546	900	354		354
	Stationery	944	750	(194)		(194)
	Insurance	0	6,100	6,100		6,100

10:01

Sawbridgeworth Town Council

Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

		Actual Year	Current	Variance	Committed	Funds
		To Date	Annual Bud	Annual Total	Expenditure	Available
4120	Bank Charges	157	600	443		443
4125	Repairs & Renewals	0	500	500		500
4130	Staff Care	778	1,500	722		722
4135	Office Care	3,009	2,500	(509)		(509)
4140	Office Equipment	864	1,000	136		136
4180	Accountancy Services	110	1,500	1,390		1,390
4185	Audit	(900)	2,200	3,100		3,100
4190	Professional Fees	5,939	1,700	(4,239)	(4,239)	
4195	Tourism	202	500	298		298
4200	Web-site	1,900	2,000	100		100
4201	Web-site development	0	1,000	1,000		1,000
4410	Heat & Light	28	0	(28)		(28)
4800		42	0	(42)		(42)
4950	CCLA Investment	100,000	0	(100,000)		(100,000)
4990	Contingency	5,249	2,500	(2,749)		(2,749)
4999	Miscellaneous Costs	2,564	0	(2,564)		(2,564)
Gei	neral Administration :- Indirect Expenditure	137,219	39,840	(97,379)	0	(97,379)
	Net Income over Expenditure	212,405	310,193	97,788		
210	Democratic Services					
	Civic Dinner Income	639	6,000	5,361		
	Democratic Services :- Income	639	6,000	5,361		
4315	Mayor's Allowance	65	1,500	1,435		1,435
4330	Civic Events	0	2,500	2,500		2,500
1335	Civic Dinner Expenditure	1,800	5,000	3,200		3,200
D	emocratic Services :- Indirect Expenditure	1,865	9,000	7,135	0	7,135
	Net Income over Expenditure	(1,226)	(3,000)	(1,774)		
220	Grants					
1375	Income	(56)	0	56		
	Grants :- Income	(56)		56		
4350	Grants - SYPRC	0	1,000	1,000		1,000
	Grants - The Hailey Centre	0	1,000	1,000		1,000
	Grants - Twinning - Bry	1,000	1,000	0		C
	Grants - S137	0	75	75		75
	Grants - Citizens' Awards	0	500	500		500
	Grants - Other	1,000	2,500	1,500	•	1,500
	Grants :- Indirect Expenditure	2,000	6,075	4,075		4,075
	Net Income over Expenditure	(2,056)	(6,075)	(4,019)		
	met meeme ever Enperiores	(2,000)	(3,0.0)	(1,010)		

10:01

Sawbridgeworth Town Council

Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
300	Civic Centre					-
400	Rental Income	0	500	500		
	Civic Centre :- Income		500	500		
4115	Insurance	6,892	. 0	(6,892)		(6,892)
4405	Rates	7,859	9,000	1,141		1,141
4410	Heat & Light	2,518	3,000	482		482
4415	Water	1,152	100	(1,052)		(1,052)
4420	Maintenance	4,088	2,000	(2,088)		(2,088)
4425	Fixtures & Fittings	275	1,000	725		725
1445	New Equipment	0	2,000	2,000		2,000
	Civic Centre :- Indirect Expenditure	22,785	17,100	(5,685)	0	(5,685)
	Net Income over Expenditure	(22,785)	(16,600)	6,185		
310	Police Suite					
	Rental Income	2,880	3,840	960		
	Police Suite :- Income	2,880	3,840	960		
4420	Maintenance	0	250	250		250
	Police Suite :- Indirect Expenditure	0	250	250	0	250
	Net Income over Expenditure	2,880	3,590	710		
320	Hailey Centre					
	Maintenance	250	2,000	1,750		1,750
	Hailey Centre :- Indirect Expenditure	250	2,000	1,750	0	1,750
	Net Expenditure	(250)	(2,000)	(1,750)		
330	Other Rented Accommodation					
	Rent	2,680	3,020	340		340
	Heat & Light	601	0	(601)		(601)
	Other Rented Accommodation :- Indirect Expenditure	3,281	3,020	(261)	0	(261)
	Net Expenditure	(3,281)	(3,020)	261		
400	Bullfield Allotments			-		
400	Allotment Rent Income	1,258	750	(508)		
	Allotment Water Income	125	200	75		
	Bullfield Allotments :- Income	1,383	950	(433)		

Sawbridgeworth Town Council

10:01

Detailed income & Expenditure by Budget Heading 01/02/2021

Month No: 11

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4415 Water	310	500	190		190
4420 Maintenance	1,008	1,500	492		492
Bullfield Allotments :- Indirect Expenditure	1,318	2,000	682	0	682
Net Income over Expenditure	64	(1,050)	(1,114)		
410 Bellmead Allotments					
1500 Allotment Rent Income	241	120	(121)		
1510 Allotment Water Income	58	30	(28)		
Bellmead Allotments :- Income	299	150	(149)		
4415 Water	69	50	(19)		(19)
4420 Maintenance	756	250	(506)		(506)
Bellmead Allotments :- Indirect Expenditure	825	300	(525)	0	(525)
Net Income over Expenditure	(526)	(150)	376		
420 Vantorts Allotments					
1500 Allotment Rent Income	270	125	(145)		
1510 Allotment Water Income	33	25	(8)		
Vantorts Allotments :- Income	303	150	(153)		
4415 Water	45	100	55		55
4420 Maintenance	650	750	100		100
Vantorts Allotments :- Indirect Expenditure	695	850	155	0	155
Net Income over Expenditure	(393)	(700)	(307)		
430 Southbrook Allotments					
1500 Allotment Rent Income	1,393	1,000	(393)		
1510 Allotment Water Income	178	175	(3)		
Southbrook Allotments :- Income	1,571	1,175	(396)		
4415 Water	150	250	100		100
4420 Maintenance	251	1,250	999		999
Southbrook Allotments :- Indirect Expenditure	401	1,500	1,099	0	1,099
Net Income over Expenditure	1,170	(325)	(1,495)		
440 Cemetery					
1550 Burial Fees	25,340	56,640	31,300		
1560 Memorial Fees	1,670	3,784	2,114		

Sawbridgeworth Town Council

10:01

Detailed Income & Expenditure by Budget Heading 01/02/2021

Month No: 11

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1570	Grave Digging Income	1,890	2,000	110		
1580	Trees	5,250	3,347	(1,903)		
1581	Benches	3,320	3,668	348		
1582	Plaques	120	750	630		
	Cemetery :- Income	37,590	70,189	32,599		
4029	Salary Recharge	16,221	12,398	(3,823)		(3,823)
4045	Subcontracted Labour	0	5,000	5,000		5,000
4415	Water	107	150	43		43
4420	Maintenance	1,418	5,000	3,582		3,582
4440	New Area	0	10,000	10,000		10,000
4441	Cemetery Development	1,602	0	(1,602)		(1,602)
4520	Skip Hire	3,300	3,000	(300)		(300)
4525	Grave Digging Costs	590	0	(590)		(590)
4530	Trees	513	1,000	487		487
4531	Benches	3,319	2,500	(819)		(819)
4532	Plaques	1,036	500	(536)		(536)
4675	Publicity	0	500	500		500
	Cemetery :- Indirect Expenditure	28,105	40,048	11,943	0	11,943
	Net Income over Expenditure	9,485	30,141	20,656		
450	Playground					
4420	Maintenance	7,372	5,000	(2,372)		(2,372)
4580	Playschemes	0	2,000	2,000		2,000
	Playground :- Indirect Expenditure	7,372	7,000	(372)	0	(372)
	Net Expenditure	(7,372)	(7,000)	372		
460	Rivers Heritage Site & Orchard					
4700	RHSOG	1,075	2,500	1,425		1,425
	Rivers Heritage Site & Orchard :- Indirect Expenditure	1,075	2,500	1,425	0	1,425
	Net Expenditure	(1,075)	(2,500)	(1,425)		
500	Groundsman					
1600	SYPRC Income	0	500	500		
1603	Public Toilet Income	622	2,000	1,378		
1610	Contract - Other	710	500	(210)		
	Groundsman :- Income	1,332	3,000	1,668		

Time: 16:22

Bank Reconciliation up to 28/02/2021 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
15/12/2020	6810	3,997.84			3,997.84		HMRC
15/12/2020	6811	3,942.41			3,942.41		Herts County Council
24/01/2021	6819	337.00		337.00		R 💹	The Society of Local Council C
25/01/2021	6817	19,090.82		19,090.82		R 📓	East Herts District Council
25/01/2021	6818	1,631.61		1,631.61		R 💹	Legal & General
25/01/2021	6821	3,586.26		3,586.26		R 🎆	Sunstone IP Systems Limited
25/01/2021	6822	790.00		790.00		R 💹	G.J. Simmons Roofing Contracto
25/01/2021	6824	121.14		121.14		R 📓	Impamark
25/01/2021	6828	10,620.00		10,620.00		R 🔛	Aylesford Electrical Contracto
25/01/2021	6829	362.02		362.02		R 💹	Ricoh UK Limited
25/01/2021	6830	400.00		400.00		R 💹	Tree Surgery Landscaping Contr
25/01/2021	6832	101.88		101.88		R 🌉	CaterCare Catering Equipment L
25/01/2021	6833	133.20		133.20		R 🎆	David Allam
25/01/2021	6835	80.00			80.00		JRG Plumbing and Heating
25/01/2021	6836	585.00		585.00		R 💹	Gary Woods Garden & Property M
25/01/2021	6837	367.24			367.24		The Anglia Sign Casting Compan
25/01/2021	6838	576.00		576.00		R	Froom & Co Limited
25/01/2021	6839	1,536.00		1,536.00		R 💹	Lodge & Sons (Builders) Limite
25/01/2021	6841	11.94			11.94		HAILEY CENTRE
01/02/2021	DD5	548.40		548.40		R 🌌	Shadowfax Technology Limited
01/02/2021	dd6	50.00		50.00		R 💹	Francotyp-Postalia Limited
01/02/2021	dd8	47.68		47.68		R 💹	The Fuelcard Company
01/02/2021	dd9	18.00		18.00		R 🌃	Nimbus Hosting Limited
02/02/2021	500296		1,287.60	1,287.60		R	Receipt(s) Banked
02/02/2021	Direct		3.10	3.10		R 🏻	Receipt(s) Banked
03/02/2021	D/D	35.00		35.00		R	Stort Storage
03/02/2021	DD	78.94		78.94		R 🌃	British Gas
03/02/2021	500297		114.00	114.00		R	Receipt(s) Banked
05/02/2021	Direct		960.05	960.05		R 🔤	Receipt(s) Banked
09/02/2021	DD4	30.00		30.00		R 💹	SDH Window Cleaning
10/02/2021	D/D	35.00		35.00		R 💹	Stort Storage
11/02/2021	6854	1,401.60		1,401.60		R 💹	Arbtech Consulting Limited
11/02/2021	DD3	849.58		849.58		R 💹	Everflow Water
11/02/2021	Direct		70.00	70.00		R 🔣	Receipt(s) Banked
15/02/2021	6843	100					
15/02/2021	6844						
15/02/2021	6845						
15/02/2021	6846						
15/02/2021	6847						
15/02/2021	6848						
15/02/2021	6849						
15/02/2021	6850						
15/02/2021	6851						
15/02/2021	DD2	46.75		46.75		R 📓	The Fuelcard Company
15/02/2021	DD	57.60		57.60		R 📓	Affinity One Security Solution
16/02/2021	DD1	12.96		12.96		R 🔳	Lloyds Bank plc
16/02/2021	6882CORREC	-2,936.97		-2,936.97		R 🔣	HMRC
16/02/2021	6882	2,936.97		2,936.97		R 🔣	HMRC

Sawbridgeworth Town Council

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Time: 16:22

Bank Reconciliation up to 28/02/2021 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
16/02/2021	6883	2,325.12		2,325.12		R 💹	Herts County Council
16/02/2021	6882/1	2,936.97		2,936.97		R 🌃	HMRC
17/02/2021	D/D	35.00		35.00		R 💹	Stort Storage
17/02/2021	Direct		166.67	166.67		R 📓	Receipt(s) Banked
17/02/2021	Direct		3,060.00	3,060.00		R 🌆	Receipt(s) Banked
22/02/2021	6855	462.13		462.13		R 🌌	David Allam
22/02/2021	6856	288.00		288.00		R 🌃	Froom & Co Limited
22/02/2021	6857	73.87		73.87		R	Create Identitiee Limited
22/02/2021	6858	313.78		313.78		R 📶	Ridgeons Ltd
22/02/2021	6859	40.00		40.00		R 📓	Information Commissioner's Off
22/02/2021	6860	228.23		228.23		R	Breeze Office Solutions
22/02/2021	6861	16.08		16.08		R 🏻	Southern Electric
22/02/2021	6862	429.00		429.00		R	Ntnl Assc of British Market Au
22/02/2021	6863	11.28		11.28		R 🔣	John Miles & Son Tyre & Exhaus
22/02/2021	6864	160.00		160.00		R	Dale, Lisa
22/02/2021	6869	180.00		180.00		R 🌉	Richard Wood
23/02/2021	Correction	180.00		180.00		R 🞆	Gary Woods Garden & Property N
23/02/2021	6867	104.89		104.89		R 🔣	Adrian Robinson
24/02/2021	BCARD1	11.98		11.98		R	e Spares Limited
24/02/2021	DD	35.00		35.00		R 💹	Stort Storage
24/02/2021	BCARD2	28.48		28.48		R	Shenzhenshi Youdelekejiyouxian
24/02/2021	BCARD3	71.10		71.10		R 🌉	Amazon.co.uk
24/02/2021	BCARD4	11.99		11.99		R 📗	Clear Enterprises Limited
24/02/2021	BCARD5	38.99		38.99		R 💹	Hydes Toys & Gifts
24/02/2021	BCARD6	131.78		131.78		R	Direct365Online Ltd
26/02/2021	DD	211.13		211.13		R 🎬	Onecom Limited
28/02/2021	CANC	-180.00		-180.00		R 💹	Richard Wood
		70,112.39	5,661.42				