

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;
Furnace; Parr; Parsad; Rattey; Rider; Smith; Wyatt

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 27th MARCH 2023** commencing at 7:30pm to transact the business set out in the agenda below.

A handwritten signature in black ink, appearing to read 'Christopher Hunt'.

Town Clerk
21st March 2023

AGENDA

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

22/146 APOLOGIES FOR ABSENCE



To receive and approve any apologies for absence.

22/147 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Pecuniary Interest by Members

22/148 PUBLIC FORUM



To receive and respond to questions from members of the public on matters within the remit of the Town Council.

22/149 MINUTES



To approve as a correct record the minutes of the Meeting of the town council held on 27th February 2023 (M08) [Appendix A]











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

22/150 PLANNING COMMITTEE



To receive and note the minutes of the Planning Committee held on 27th February 2023 (P14) [Appendix B]

To receive and note the draft minutes of the Planning Committee held on 13th March 2023 (P15) [Appendix B]

- 22/151 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
 To receive mayor's appointments and communications
- 22/152 REPRESENTATIVES REPORTS**



 To receive representatives reports from:
- County Councillor
 - District Councillors
 - Hertfordshire Police
 - Other Representatives
 - Cllr R Buckmaster
 - Cllr A Furnace
- [Appendix C]*
- 22/153 TOWN MARKET PLANNING**

 To **resolve** that the Council is to establish a Market in Sawbridgeworth in accordance with the provisions of the Food Act 1984, part III, and should now proceed to seek planning permission from the Local Planning Authority
[Appendix D]
- 22/154 TOWN CLERKS REPORT**
 An update on current challenges and information
[Appendix E]
- 22/155 TOWN PROJECT MANAGERS REPORT**
 An update on current project and planning for events 2023
[Appendix F]
- 22/156 UKRAINE SITUATION REPORT**
 Report submitted by David Royle on the current situation in Ukraine.
- 22/157 DEPOSIT & CONSULTATION DOCUMENTS**
 To note receipt of any Documents for Noting and Consultation
- 22/158 FINANCIAL REPORT**
 To note the current Financial Report *[Appendix G]*
- 22/159 ACCOUNTS FOR PAYMENT**
 To note and approve accounts for payment.
- 22/160 ITEMS FOR FUTURE AGENDAS**
 To note any items for future agendas.

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

Appendix A

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 7:30pm in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 27th February 2023**.

Those present

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

In attendance:

Christopher Hunt - Town Clerk	Jo Sargant - Projects Manager
Press – Chris Carter	
2 members of the public	

Welcome by the Town Mayor followed by thought of the day Cllr Smith.

22/129 APOLOGIES FOR ABSENCE

None received.

22/130 DECLARATIONS OF PECUNIARY INTEREST

Declarations of Pecuniary Interests.
None declared.

22/131 PUBLIC FORUM

To receive and respond to questions from members of the public on matters within the remit of the Town Council.

Questions were received from Mr David Royle

- In relation to road closures in the town and how these can be better communicated and signage improved.

Cllr Eric Buckmaster responded to inform Mr Royle that he monitors one.network online which offers regular updates on roadworks. The main issue is if roadworks do start under emergency powers the agency completing works should inform the council within two hours. Any breaches Cllr Eric Buckmaster can inform the council and contractors fined.

- What measures is the Council taking to generate new candidates for the town council and make it more representative of the town as a whole?

The Mayor stated it was the responsibility of councillors to complete this, the Clerk stated that how to become a councillor and the role was on the website and on Facebook.

Cllr Alder stated she would like to see more women on the council.

22/132 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the town council held on 30th January 2023 (M07). One amendment to be made in regard to Cllr Alders update which was completed.
[prop Cllr Smith; secd Cllr R Buckmaster]

- All actions on the minutes had been completed.

22/133 PLANNING COMMITTEE

Received and noted: the minutes of the Planning Committee held on 30th January 2023 (P12)

Received and noted: the draft minutes of the Planning Committee held on the 13th February 2023 (P13)

22/134 TOWN ACTION PLAN AND AMENITIES COMMITTEE

Received and noted: The minutes of the Town Action Plan and Amenities Committee held on 13th February 2023 (T03)

The Clerk updated on the funding for the Jubilee Gardens had been secured for the next financial year.

Updated on the options to move the office telephone system over to a VOIP system. Cllr Smith offered support due to working in this field.

22/135 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive new Mayor's appointments and communications:

- Cllr Greg Rattey updated members on the events he has attended this month.
- Cllr Rattey thanked everyone who sent him supporting messages regarding the recent court case where he was subject to harassment.

He also raised that he had been told that being vocal on equality may have bought about the harassment he receives. He felt that without people putting their heads above the parapet over the last few decades then people would not be enjoying the equality we have today.

22/136 REPRESENTATIVES REPORTS

Received and noted: Representatives reports from:

- County Councillor E Buckmaster
Referred to his report and several projects he was working on were progressing. He was concentrating on the Gilston planning application which was being heard the next day.

Cllr Furnace asked if there was an update on the Harlow recycling centre and an agreement for use by Hertfordshire residents. Cllr E Buckmaster stated there was no arrangement between Essex and Hertfordshire and advised to monitor this situation going forward.

Cllr Alder wanted her thanks noted to the fire service for their support with the Centre for Older People, Age Concern and the Hailey Centre. Cllr E Buckmaster will pass this on.

- District Councillor Alder
Referred to her report.
Cllr Furnace asked if there was an update on the recruitment of planning officers at the district council. Cllr Alder stated that candidates are now invited in prior to the interview process to get a

feel for the workplace. This was to encourage people to join as they are short of the officers due to private industry paying higher wages which draws planning officers away from the council role.

- District Councillor R Buckmaster
Referred to her report and she had been working very hard over the last month on the Gilston development attending several meetings and had received hundreds of pages of information which was to be used in the application the following day.
- Cllr Furnace raised her concerns on the amount of paperwork councillors received at very short notice for these applications. Cllr E Buckmaster stated Cllr R Buckmaster was limited on what she could mention prior to attending the application process. Cllr Parsad raised that many of the papers received at late notice were from objections not just from officers which added to the pressures of members of the East Herts Council Development Management Committee (DMC).
Cllr R Buckmaster is keeping an open mind and will listen to all the reports at the meeting.
- The Clerk read out the police report from PC Shelly Marshall and highlighted a multi-agency meeting being held on the 25th March in Sayesbury Road and councillors were invited to attend.
- Cllr R Buckmaster referred to her report and stated SYPRC were still looking for a treasurer. The RHSO had their AGM and they were holding their juice stall on the 18th March.
- Cllr Furnace updated on the cooking club being held at Bullfields with three classes being held so far and French, German and Ukraine cuisine being cooked in future sessions, with Hailey Centre attendees being invited to share favourite recipes.
East Herts Council had been in touch with Sustainable Sawbridgeworth members and the Town Council staff regarding tailored ideas in pollution reduction. They also have pollution monitors to hand out for use to measure air quality, future meetings are planned.

Cllr E Buckmaster added that there was a County seminar on air quality the next day for members which he will get an update on.

22/137

FLAG FLYING POLICY

Resolved to adopt of the flag flying policy presented by the Clerk with an amendment to the Remembrance Sunday date to November.
[prop Cllr Alder; secd Cllr Chester]

22/138

SAWBRIDGEWORTH ACTION PLAN NEW START DATE

Resolved to change the start date of the Town Action Plan to coincide with council elections being May 2023. The current plan runs in four year cycles and ends in 2024.
[prop Cllr Chester; secd Cllr Furnace]

22/139

UKRAINE SITUATION REPORT

Mr Royle updated members on the vigil held on the 24th March and the event held by families in Bishops Stortford the following day which was

very emotional. Reported on local position regarding families being housed from hosts and the difficulties on accessing services.
Cllr Alder asked for improved accuracy on his report but thanked him for his report.
Cllr R Buckmaster also thanked Mr Royle for his work and highlighted the Friday event for the wars one year anniversary which was very emotional.
Cllr Rider was concerned how to donate money and Mr Royle stated he could give Cllr Rider a list of charities.
Cllr Wyatt also thanked Mr Royle and asked if a fund-raising stall could be held at the May Fayre to raise funds.

- 22/140 DEPOSIT & CONSULTATION DOCUMENTS**
Noted: The deposit and consultation documents
- 22/141 FINANCIAL REPORT**
Noted: The current Financial Report
- 22/142 ACCOUNTS FOR PAYMENT**
Noted: the accounts for payment.
- 22/143 ITEMS FOR FUTURE AGENDAS**
None raised.
- 22/144 EXCLUSION OF PRESS AND PUBLIC**
Resolved that pursuant to the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during the consideration of the following agenda item
[prop Cllr Chester; secd Cllr Furnace]
- 22/145 FREEDOM OF SAWBRIDGEWORTH**
To receive and resolve the nomination for Freedom of the Town nominated by
Cllr John Rider

Meeting Closed 8:25pm

Chair

Date.....

Appendix B

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 27 February 2023** at 8.25pm.

Those present

Cllr Angela Alder
Cllr Fred Parr
Cllr Greg Rattey

Cllr Craig Chester
Cllr Nathan Parsad
Cllr Angus Wyatt

In attendance:

C Hunt – Town Clerk
J Sargent – Town Project Manager

L Dale – Planning Officer

Five members of public

P 22/122 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. None received.

P 22/123 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Planning Committee. Cllr Furnace was invited to the table to raise her concerns regarding Agenda item **P 22/126 – Neighbouring Developments – 3/23/0248/VAR**

P 22/124 DECLARATIONS OF PECUNIARY INTEREST

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

P 22/125 MINUTES

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

- 13 February 2023 (P13) [*prop Cllr Wyatt; secd Cllr Parr*]

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

P 22/126 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments.

3/23/0248/VAR St James Way, Thorley

Approval of reserved matters for layout, scale, appearance and landscaping of 3/21/1749/VAR (approved under outline planning 3/18/2253/OUT) for E(g)(ii), E(g)(iii), B2 and B8 uses including servicing, landscaping, means of enclosure and associated works and infrastructure. Variation of condition 4 (Servicing and Delivery Plan) of planning permission: 3/22/0510/REM - Amending the wording of condition 4 to allow HGVs to travel to and from the South via all A class roads which link to the site. (Appendix A)
STC unable to submit consultee comment as not within Sawbridgeworth parish.

Comments to be submitted Cllr Parsad as follows:- We object in the strongest possible terms to the amendment of this condition which was designed to protect Sawbridgeworth from increased pollution, increased traffic, and poorer air quality. If officers are minded to approve the amendment, we would strongly suggest they consider alternative wording to achieve a similar objective. Namely, to prevent Sawbridgeworth from an increase in HGVs

P 22/127 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/19/1045/OUT Land North of The Stort Valley and the A414 Gilston Herts
Outline planning with all matters reserved apart from external vehicular access for the redevelopment of the site through the demolition of existing buildings and erection of a residential led mixed use development comprising up to 8,500 residential homes including market and affordable homes; retirement homes and extra care facilities; provision for Gypsies and Travellers pitches/Travelling Showpeople plots; a range of community uses including primary and secondary schools, health centres and nursery facilities; retail and related uses; leisure facilities; business and commercial uses; open space and public realm; sustainable urban drainage systems; utility and energy facilities and infrastructure; waste management facilities; vehicular bridge links; car parking; creation of new vehicular and pedestrian accesses into the site, and creation of a new vehicular, pedestrian and cycle network within the site

STC Comment: Defer comment to allow Cllr Eric Buckmaster to voice our views at the next Development Management Committee meeting [*prop Cllr Rattey; secd Cllr Chester*]

3/23/0193/FUL The Hailey Centre, Sayesbury Manor, CM21 9AN
Single storey rear extension

STC Comment: No objection [*prop Cllr Chester; secd Cllr Rattey – Chairman of the Hailey Centre, Cllr Angela Alder, did not vote on this particular matter*]

3/23/0291/HH 138 West Road, CM21 0BW
Erection of part single, part two storey side extension

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

**3/23/0314/HH &
3/23/0315/LBC The Cornmill, Burtons Mill, Mill Lane, CM21**
Demolition of conservatory. Erection of a single storey rear extension
STC Comment: No objection [*prop Cllr Parsad; secd Cllr Wyatt*]

P 22/128 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 24 February 2023.

3/23/0318/CUAPN Redricks Farm, Redricks Lane
Change of use of an agricultural building to Class e(g)(i) office use
STC Comment: No objection [*prop Cllr Alder; secd Cllr Parr*]

P 22/129

PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/22/1566/HH 10 Greenstead, CM21 9NY

Single storey rear extension, removal of chimney, erection of new flue, install solar panels on front roof, insert new ground floor side windows, replacement and alterations to existing windows. Alterations to external stair to garage

STC Comment: No objection

EHDC Decision: Granted

3/22/2367/HH Rose Cottage, 32a Vantorts Road, CM21 9NB

Single storey rear extension with rooflight windows

STC Comment: No objection

EHDC Decision: Granted

3/22/2500/VAR The Colt, Redricks Lane, CM21 0RL

Demolition of bungalow and erection of 2 dwellings, access and associated works. Variation of Condition 2 (approved plans) of 3/20/0780/FUL: Alterations to the garage, parking, openings and fenestration for plot 1

STC Comment: No objection

EHDC Decision: Granted

3/22/2636/HH 54 Pishiobury Drive, CM21 0AF

Proposed first floor front and side extensions, ground floor front bay window, alteration to first floor front window to create Juliet balcony, proposed bi-fold doors to rear elevation

STC Comment: No objection

EHDC Decision: Granted

P 22/130

PLANNING APPEALS

To receive notification from EHDC of Planning Appeals. Noted.

Planning Appeal: Land Adjacent to the A1184 London Rd, Spellbrook

LPA Appeal Reference: 22/00106/REFUSE

Installation of a new monopole 15 metre in height together with 3 equipment cabinets at the base of the column and ancillary development

Meeting Closed at 9.05pm

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 13 March 2023** at 7.30pm.

Those present

Cllr Angela Alder
Cllr Nathan Parsad
Cllr Angus Wyatt

Cllr Craig Chester
Cllr Greg Rattey

In attendance:

L Dale – Planning Officer

P 22/131 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. Apologies received from Cllr Parr and approved.

P 22/132 PUBLIC FORUM

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

P 22/133 DECLARATIONS OF PECUNIARY INTEREST

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

P 22/134 MINUTES

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

- 13 March 2023 (P14) [*prop Cllr Alder; secd Cllr Chester*]

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

P 22/135 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments. There were none.

P 22/136 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/23/0387/FUL &

3/23/0364/LBC

The Elms, 4 Bell Street, CM21 9AN

[Proposed new fencing to replace existing fencing and increase the height](#)

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

3/23/0383/PNHH 34 Church Walk, CM21

Single storey rear extension: Depth 4.00 metres, Maximum height 3.66 metres, Eaves height 2.40 metres

STC Comment: No objection [*prop Cllr Wyatt; secd Cllr Alder*]

P 22/137 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 10 March 2023.

3/23/0437/HH 10 Bullfields, CM21 9DB

Proposed first floor extension above existing ground floor bedrooms

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

3/23/0460/FUL Land East of London Road, Spellbrook

Erection of stable/store

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

P 22/138 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/23/0011/HH Squirrels, 115 High Wych Road, CM21 0HH

Proposed triple garage

STC Comment: No objection in principle, but urge East Herts to consider the views of residents in relation to any removal of trees

EHDC Decision: Granted

P 22/139 PLANNING APPEALS

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

Meeting Closed at 7.35pm

Appendix C

E Buckmaster report for Mar 2023**Gilston Villages 1-6 Outline Application approved**

This was considered by the committee on 28th February. The Hunsdon Eastwick and Gilston Neighbourhood Plan Group were given 12 minutes to address the committee as was I. Residents and other groups had a lesser amount of time. We had a number of concerns around affordable homes, delays in delivering infrastructure that would protect Pye Corner, cumulative impact of traffic, flood risk, air quality, health provision, education and more. Officers responded to all points but it seemed to me that whatever the concerns are that they will be addressed later. It was approved by majority, with two against and one abstention. I still have some strong concerns over the impact of around 25,000 houses across the sub region of Harlow, Gilston, Ware and Hertford and how it will be managed, monitored and enforced. Village 7 Outline will be heard on 23rd March.

County Budget approved

Over the coming financial year, the county council will spend over £1 billion delivering essential services to residents and businesses.

The decision to raise council tax comes after the council had exhausted all means of protecting services. Additional grants from government have softened the scale of the challenge, but the council has also set out plans to deliver savings of £27.4m in the coming financial year, the highest for many years and utilising £19m of our reserves.

Persistently high levels of inflation have had a significant impact on the council's budget, and the council is also seeing increased demand for vital services, particularly as households see their own finances stretched.

The approved budget for the coming financial year will allow the council to protect services to those most in need while also investing in the council's Corporate Plan priorities.

Councillors have voted to increase Council Tax by 4.99 per cent (including 2 per cent for social care). This means that a typical Band D household will pay £1,605.63, an increase of £1.47 per week from April this year.

The budget for 2023/24 reflects commitments made in the council's Corporate Plan, and will see services funded to the tune of £121m extra in 2023/24, including:

- £38m to ensure adult care providers can continue to support residents – including funding to ensure our excellent care workforce is paid a fair wage for all they do, day in day out, to help those in need. This is supported by the social care precept
- £15m is expected from the extension of the Household Support Fund to support our most vulnerable residents with the cost of living
- An extra £19m for Children's Services, including an extra £5.2m to support the children in our care
- £10m for home-to-school transport for children with Special Education Needs and Disabilities to ensure they can get to school easily
- £6.4m to support waste disposal services, alongside new contracts that will mean that no waste in the county will go to landfill from 2024.
- £4.6m of extra funding into highways revenue budgets to cover inflation and ensure we can continue repairs and maintenance work on our roads - plus another £3m next year to help respond to the impact of the cold weather over the winter
- £36.4m to continue our work to improve recycling centres and make our waste infrastructure fit for the future
- Funding to continue moving forward the Brookfield Riverside and Garden Village developments in Broxbourne
- Continuing to invest in our website to enable more people to carry out transactions online.

The county council is also investing in projects that will ensure future savings. This investment will lead to projects that will help residents remain independent for longer, keep families together through early intervention schemes and save taxpayers money by transforming partnership working.

East Herts County budget

This was approved on 1st March and is an increase of £5.50 per annum for a band D, or £189 per month.

Concern over proposed ULEZ expansion

The Leader of Hertfordshire County Council [has written to the Mayor of London](#) outlining opposition to the planned expansion of the [London Ultra-Low Emission Zone \(ULEZ\)](#). While the county council supports the aim of the ULEZ in improving air quality, the expansion of the scheme does not properly assess the impact on the Hertfordshire towns and villages bordering London or

put sufficient measures in place to mitigate the impact on the county's most vulnerable residents. Therefore, the council cannot support the ULEZ expansion, and do not accept that any signage or cameras aimed at fining drivers, potentially up to £180 if they forget to pay the £12.50 charge, should be based in Hertfordshire.

Strategic migration

The Hertfordshire Strategic Migration Steering Group continues to lead on Hertfordshire's coordinated partnership response to the arrival of and support for refugees and asylum seekers from Afghanistan and Ukraine. Currently there are 1277 [Ukrainians in Hertfordshire](#) on the Homes for Ukraine scheme and work to increase the number of hosts families has been successful in finding a further 58 hosts. A new support package to assist refugees who wish to stay in Hertfordshire to move into the private rental sector is planned. People continue to seek asylum in the UK and there are currently 12 hotels in Hertfordshire being used as temporary accommodation for them. The County Council observed the national minute's silence at 11am on Friday 24 February to mark the one-year anniversary of the full-scale Russian invasion of Ukraine.

Links to various campaigns and updates

The county council's campaign - '**here for you this winter**' is about making sure that residents are aware of the help and support that's on offer locally to help them throughout the winter months. Please share the [here for you this winter campaign webpage](#)

Hertfordshire Fire and Rescue Service has teamed up with Public Health Hertfordshire to launch [Healthy Body Healthy Mind Hertfordshire](#), a new campaign to highlight the positive effect that being active can have on our physical and mental health and wellbeing.

During the winter months there are [an increase in potholes](#) due to snow and ice. The council is encouraging residents to [report potholes found on the road network online](#) so that they can be added to the repair and maintenance programme.

Hertfordshire County Council is encouraging residents to apply now if they need to **close a road for a street party to celebrate the [Coronation](#) of His Majesty The King and Her Majesty The Queen Consort** from 6 to 8 May 2023. Recognising the social and community benefits of celebrating this historic event the county council will not be charging any fees should you or your neighbours wish to close your road and hold a party. [Please apply by 26 March 2023](#).

Secondary Transfer in our local Schools

Across Hertfordshire, application numbers for Secondary Transfer were very similar to last year, with 14,972 applications compared to 14,997 for 2022, a decrease of just 25. Satisfaction rates have remained high with the percentage of Hertfordshire children offered a ranked school in 2023 almost the same as last year, 94.3% compared to 94.7%. The percentage of children offered their first ranked school is also very similar to last year, 77.8% compared to 78.6% last year.

Across Bishop's Stortford, the number of families applying for secondary school places in September 2023 increased by 12.8% to 572 compared to 507 for September 2022 entry. In Sawbridgeworth, the number of families applying for secondary school places decreased by 8%, with 109 applications received for September 2022, compared to 118 for September 2022 entry. The opening of Avanti Grange School has increased satisfaction rates across the district and the school is full with applicants who ranked it as a preference.

In Bishop's Stortford, the percentage of families offered a ranked school is higher than last year, 99% compared with 98% in 2022. The percentage of children in Bishop's Stortford offered their first preference school also increased this year to 81%, compared to 78% in 2022.

In Sawbridgeworth, the percentage of families offered a ranked school is the same as last year at 99%. The percentage of children in Sawbridgeworth offered their first preference school has also remained the same at 93%.

Non-Ranked Allocations

There are 5 non-ranked allocations (NRAs) in Bishop's Stortford. Applicants who could not be offered one of their preferred schools have been allocated a place Birchwood High School.

In Sawbridgeworth, there was 1 NRA. This was a late application. This child has also been allocated a place at Birchwood High School.

Parish	2023	2022	2021
Bishop's Stortford	5	9	9
Sawbridgeworth	1	1	8
Total	6	10	17

As at 1st March, Birchwood High School is the only school with places available in the local area. Places are also expected to become available at other schools through the continuing interest process due to places being returned and movement between schools and through the appeals process.

Children will be entitled to free transport if they are attending the nearest available school place and the distance between home and school is more than three miles. Families on low-income, the easiest measure of which is those children entitled to free school meals, have an extended entitlement; free transport is available to any one of their three nearest available schools between two and six miles from their home. Families who are entitled to free transport will be contacted in May with details of how to take up the offer of free travel.

Some info on Highways

- Hertfordshire has 5,100 km of busy roads and 5,600km of footways and cycleways.
- We spend approx. £90m on maintaining the highways infrastructure, including additional investment in drainage and vegetation cut-back.
- Our approach to maintenance is well regarded nationally, ensuring we receive optimal grant funding from Government.
- Hertfordshire is in the top quartile of Authorities in being successful in bidding for funding for such things as Active Travel schemes.
- The condition of our carriageways continues to compare very well to national averages, i.e. A roads, 2% require maintenance against national 4%, B & Cs 4% against 6%, and Us 7% against 15%, the latter as a result of a specific investment of £29m.
- Two of our recent major projects, namely the New River Bridge in Hoddesdon and the A120 Little Hadham Bypass and Flood Alleviation scheme have been delivered, with the A602 upgrade due to complete by late summer, costing well in excess of £100m in total, and residents are now benefitting from the improvements..

HAPpy camps are back this Easter

Hertfordshire County Council is funding free Easter activity camps for children and young people in Hertfordshire

Fully-funded holiday activity camps return for the Easter holidays, giving eligible children and young people a chance to meet friends, learn new skills and enjoy nutritious food.

The HAPpy programme, funded by Hertfordshire County Council and the Department for Education (DfE*) via the government's Holiday Activity and Food programme and coordinated by Herts Sports Partnership and the Hertfordshire Community Foundation. The programme will be running more than 200 activity camps from 3 April – 14 April 2023 (not bank holidays).

With over 14,000 free activity camp places available, eligible families are being encouraged to get their booking code from their school and reserve a place at a camp near them as soon as possible. **Booking opens on Monday 6 March.**

As part of its commitment to help residents manage the cost of living, Hertfordshire County Council provided funding for more than 69,000 places last year for children to attend free activity camps.

Eric Buckmaster March 2023

Report to Council – March 2023

16th March 2023 – Audit and Governance

This was a meeting of the sub-committee covering receipt of the External Auditor's Audit Results Report 2020/21. The report and proposals are the external auditors and whilst officers are consulted on factual accuracy, they have no ability to change anything in the report.

Officers have agreed to amend the accounts due to an error in the Analyse Local software which is used by a majority of local authorities to assist with Business Rates appeals provisions and also to assist with revenue protection. The Analyse Local software incorrectly included yield losses in future years. The accounts have been adjusted and the Collection Fund Earmarked Reserve, which exists to smooth out unusual movements in financial years relating to appeals and provisions in the Collection Fund has been reduced by £325k so that there is a nil effect on the General Fund.

After the agreed adjustments were made to the accounts and the completion of final work over the last 12 months, the external auditor is now ready to give an unqualified audit opinion on the 2020/21 statement of accounts and an unqualified Value for Money conclusion.

However, members were concerned at the high level of indebtedness and had requested urgent action on the part of officers to recoup monies due to the Council. An update on this concern will be provided at the next meeting of A & G on 28th March.

Members formally approved the 2020/21 Statement of Accounts.

1st March 2023 – Full Council meeting

The main item of business was the presentation and acceptance of the Budget and level of Council tax to be levied for the year 2023/24. These items are on a recorded member vote. The proposals were passed by a substantial majority vote.

This was the last meeting of East Herts Council until after the election on 4th May. It was also the last meeting of Cllr. Linda Haysey, Council Leader for the last 8 years. As recorded by Ruth she was presented with flowers plus a bottle of something highly drinkable! It was also my last meeting as a District Councillor as I am not seeking re-election this time.

Angela Alder
20th March 2023

East Herts District Councillor Report for Town Council 27.03.23

This month's meetings were mostly for the DMC.

The DMC on 28th February was for the Gilston application villages 1-6. 3/19/1045/OUT.

The report for this application was 700 pages with another 300 pages submitted the day before. This meeting was 8 hours long. With representations from the developers, parish representatives, ward member and residents. The officers report was very detailed and the committee discussion covered many aspects that were of concern. As much as councillors had various concerns about the effect of the development will have on the neighbouring area, we are only allowed to vote on planning issues.

After much discussion the vote was taken with 9 for , 2 against, 1 abstention. The application was approved.

DMC 8th March 3/21/0498/ FUL Church Farm, Moor Green Road Ardeley, Stevenage.

Demolition of existing farm buildings to build 3 barns for various uses and 12 self-contained holiday lodges.

This application even though it was set in a rural area on a country lane had enormous support from local residents. Some of the facilities are to be used by agriculture students, a base for a special needs charity and educational and community uses. The owners had gone to great lengths to make the buildings as sustainable and fitting for the location as possible.

The application was approved.

DMC 23rd March 3/19/2124/OUT this is village 7 Hunsdon.

This report is 600 pages long and at the time of writing this report I await the supplementary reports.

1st March Full Council

This meeting was the last one for the Leader Linda Haysey, as she is stepping down at the elections. She was presented with a bouquet of flowers.

The main item on the agenda was this year's budget. With the increase in council tax.

Cllr Ruth Buckmaster

East Herts District Councillor

Eco champion report for Full Council meeting – 27 March 2023 (as of 19 March 2023)

Air quality

Let's clear the air campaign – Hertfordshire County Council's sustainability officer and Sustainable Sawbridgeworth members met on 23 February to discuss how this campaign can support local air quality issues in Sawbridgeworth.

<https://www.hertfordshire.gov.uk/microsites/clean-air/clean-air.aspx>

- **A face-to-face campaign in May will be organised by HCC** – this will be kicked off by Sustainable Sawbridgeworth's Clean Air stall the Town's May Fayre on Sunday 30 April. Members of the group will provide information on cutting air pollution by switching off car engines when stationary and walking and cycling more often.
- **Sustainable Sawbridgeworth is providing advice on how to tailor the Clean the Air campaign locally** – where pollution hot spots are and the best approach to messaging for the town's schools, local signage, face-to-face events and social media.
- **HCC has supplied an air quality sensor backpack to Sustainable Sawbridgeworth** – members are conducting walks around town to collect data on air quality. HCC has also offered handheld sensors to primary schools.
- **In addition, East Herts District Council has secured a DEFRA grant on air quality helped by references from Sustainable Sawbridgeworth and the Town Council** – this will fund an initiative to improve knowledge and information about air quality, raise awareness of air pollution as a health issue, and promote alternatives to car travel. The funding will also be used to install real-time air quality monitoring sensors so residents can be alerted to high pollution days and seek alternative routes. <https://www.eastherts.gov.uk/latest-news/2023/east-herts-council-bags-grant-support-cleaner-air-initiative>

Citizens Science Group – testing River Stort water – focus for 2023

- In line with national concerns over the health of our rivers, the group's project this year will be to check phosphate levels in the Stort and its tributaries in the local area. Funding has been provided by Sustainable Sawbridgeworth for test kits and sample bottles.
- The project will start in early May with a presentation on findings at River Day (3 June).
- Contact Bob Reed for further details and if you would like to join the group email: coppicereed@hotmail.com.

Sustainable Sawbridgeworth meeting – 16 March 2023

Discussions covered crowdfunding; mission statement, logo and branding; website and communications; thermal imaging camera loan scheme plus upcoming events.

Repair Café - 12 March 2023

Another successful Repair Café was held at The Bullfields Centre.

COMING UP

Eco-Audit Working Group meeting – 28 March

Let's Clear The Air campaign meeting – HCC/Sustainable Sawbridgeworth - 30 March

Tidy Up Sawbridgeworth – Saturday 22 April – 10am to noon – meet at front of Bell Street car park

River Day – Saturday 3 June – 12 to 4pm

Cllr Annelise Furnace

Appendix D

Sawbridgeworth Town Council

Memorandum from Town Projects Manager

To: All Members
From: Joanne Sargant
Subject: Market Resolution
Date: March 17th 2023

Following a meeting with my NABMA market mentor. Rob Nixon. I have ascertained that we do require planning permission to hold the market on the land at The Old Bell public house. So, an application will be made once to EHC once permission to proceed has been sought from the owner of The Old Bell

We will operate the market under legislation contained in the Food Act 1984. Part III of the Act regulates markets. It applies to markets of all kinds and not just those dealing with foodstuffs. The Act gives local authorities the power to establish markets in their area. The Food Act enables a local authority or other operator to control or license other markets held within 6 2/3 miles of the local authority market.

I explained that there had been difficulty sourcing market traders and Rob expressed to me that this was a nationwide problem with over 40,000 stall holders disappearing as a result of the pandemic. He did say that perseverance would be worthwhile to get the correct balance of stalls for the town.

Next steps to establishing a market are:

1. To pass an enabling resolution at the full council on 27th March 2023
2. To gain consent from the owner of the Old Bell, the site of the proposed market.
3. To make a planning application to the LPA.

Appendix E

Sawbridgeworth Town Council

Memorandum from the Town Clerk

To: All Members
From: Christopher Hunt
Subject: Briefing for Full Town Council Meeting, 27th March 2023
Date: 21st March 2023

Update

- New office VOIP system has been delivered and awaiting set up which will half the costs of the current system. My thanks to Cllr Smith for overseeing the transition and selection process.
- I have contacted county and district council regarding idling enforcement as the power has been delegated to local authorities. Please see attached report.
- Jubilee Gardens project has progressed with an advert placed on contracts finder, a national website as per financial regulations:
Where the council intends to procure or award a public supply contract, public, service contract or public works contract as defined by The Public Contracts Regulations 2015 ("the Regulations") which is valued at £25,000 or more, the council shall comply with the relevant requirements of the Regulations and a requirement under the financial regulations for any contract.
- I have volunteered to represent East Herts Clerks on a working party to scrutinise the current The Community Safety Partnership (CSP).
The CSP is made up of the following partners and recently Town Clerks have been invited to attend.
 - East Herts Council
 - Hertfordshire Constabulary
 - Hertfordshire County Council
 - NHS Hertfordshire
 - Hertfordshire Fire Service
 - Hertfordshire Probation Service
 - Hertfordshire Police & Crime CommissionerPartners meet on a regular basis to agree action on local community safety priorities for East Herts, addressing crime, disorder and anti-social behaviour.
- CCTV to the town will see new cameras replacing the current ones to improve field of view and night time image capture quality.
- Police liaison (from the CSP meeting) revealed that last weekend 18th 19th March police were called to five incidents in West Road on the David Wilson development. Theft from motor vehicles and shoplifting offences have increased across East Herts recently.
- Advice is being sought with Tee's Law regarding current leases with Hailey Centre, Bullfields and the ATC as they need to be renewed.

Hi Chris

I have been forwarded your enquiry to respond to.

You're correct that the issuing of Penalty Charge Notices is governed by The Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002, which sets out that such PCNs may only be **issued by a Designated Authority**.

Herts County Council (the Highway Authority) has never applied for such designation and neither have any of the Herts District councils. There are no plans to apply that I am aware of. As you may be aware East Herts operates under Agency Agreement from HCC.

Currently there are no powers available to enable Civil Parking Enforcement in the context of the Road Traffic (Vehicle Emissions) (England) Regulations 2002 being added to The Traffic Management Act 2004 (Schedule 7) and therefore idling activity is not a parking contravention.

From a Parking Service perspective we have no powers to unforce - and this is unlikely to change in the near future. I would suggest that in Herts "vehicle idling" is probably still subject to Police Enforcement, and you may therefore wish to refer your enquiry to that organisation to assist improve behaviours and reduce emissions.

Kind regards

Dominique Kingsbury

Parking Services Manager

East Herts District Council

[01279 502036](tel:01279502036)

[07734 811 770](tel:07734811770)

Sign up to our weekly newsletter - [Network](#)

Appendix F

Sawbridgeworth Town Council

Memorandum from Town Projects Manager

To: All Members
From: Joanne Sargant
Subject: Dates for Events 2023
Date: March 17th 2023

Forward Planning Dates for Dairy 2023

- **Easter is 7th – 10th April**
- **Elections:** Thursday 4th May
- **Awards Evening** Thursday 11th May 2023. 6.45pm arrival for 7.15 presentations by The Mayor to charities of the year and Freeman of the Town
- **Civic Service:** Sunday 9th July
- Coronation King Charles III – Saturday 6th May
- Bank holiday for Coronation – Monday 8th
- **Please Note:** Bank holidays in May are 1st / 8th and 29th
- **River Day:** Saturday 3rd June at Sheering Mill Lock & River 12-4pm
- **Fun on the Field:** Saturday 2nd September – 12-5pm
- **Travel Challenge Week:** Monday 25th to Friday 29th September - Schools with Sunny Sawbosaurus visiting throughout the week.
- **Travel Challenge Town Walk:** Saturday 30th - Public and School Children – whole town and **Community Connections** – Chamber and car park, community networking event.
- **Remembrance Day** – Sunday 12th November / 3pm at Great St Marys Church and War Memorial
- **Lights of Love Service** – Date tbc in November – Sayesbury Manor and Chamber.
- **Christmas Lights Switch On** – Saturday 25th November (3pm / Lights Switched On 6pm)
- **Christmas Competition** – all schools
- **Christmas Competition Presentation** – Date TBC December / Chamber with Mayor

Appendix G

Time: 14:19

Bank Reconciliation up to 28/03/2023 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
31/01/2023	2264	347.80		347.80		R ■	Petty Cash
01/02/2023	DD	42.00		42.00		R ■	WESTWOOD PARK FARM LTD
02/02/2023	Direct		303.46	303.46		R ■	Receipt(s) Banked
02/02/2023	500359		454.83	454.83		R ■	Receipt(s) Banked
02/02/2023	7595	183.11		183.11		R ■	Sunstone IP Systems Limited
02/02/2023	7577A	247.50		247.50		R ■	Rialtas Business Solutions Lim
02/02/2023	500360		210.00	210.00		R ■	Receipt(s) Banked
03/02/2023	Direct		1,120.00	1,120.00		R ■	Receipt(s) Banked
06/02/2023	DD	213.63		213.63		R ■	The Fuelcard Company
06/02/2023	Direct		100.00	100.00		R ■	Receipt(s) Banked
08/02/2023	Direct		6,505.51	6,505.51		R ■	Receipt(s) Banked
08/02/2023	DD1	42.00		42.00		R ■	WESTWOOD PARK FARM LTD
09/02/2023	7596	500.00		500.00		R ■	EHDC
09/02/2023	7597	145.00		145.00		R ■	East Herts Citizens Advice
09/02/2023	Direct		50.00	50.00		R ■	Receipt(s) Banked
10/02/2023	Direct		10.00	10.00		R ■	Receipt(s) Banked
10/02/2023	7611	30.00		30.00		R ■	SDH Window Cleaning
10/02/2023	Direct		127.80	127.80		R ■	Receipt(s) Banked
10/02/2023	Direct		50.00	50.00		R ■	Receipt(s) Banked
13/02/2023	DD1	50.00		50.00		R ■	Francotyp-Postalia Limited
13/02/2023	DD2	466.06		466.06		R ■	The Fuelcard Company
13/02/2023	7612	40.00		40.00		R ■	Information Commissioner's Off
13/02/2023	780.00		780.00	780.00		R ■	Receipt(s) Banked
15/02/2023	7598					R ■	
15/02/2023	7599					R ■	
15/02/2023	7600					R ■	
15/02/2023	7601					R ■	
15/02/2023	7602					R ■	
15/02/2023	7603					R ■	
15/02/2023	7604					R ■	
15/02/2023	7605					R ■	
15/02/2023	7606					R ■	
15/02/2023	7607					R ■	
15/02/2023	DD1	57.60		57.60		R ■	Affinity One Security Solution
15/02/2023	DD	42.00		42.00		R ■	WESTWOOD PARK FARM LTD
15/02/2023	7601X					R ■	
15/02/2023	7601B					R ■	
15/02/2023	Direct		6,710.00	6,710.00		R ■	Receipt(s) Banked
16/02/2023	7564	5,216.33		5,216.33		R ■	HMRC
16/02/2023	7565	2,728.74		2,728.74		R ■	Herts County Council
16/02/2023	7566	446.09		446.09		R ■	NEST
17/02/2023	Direct		785.00	785.00		R ■	Receipt(s) Banked
20/02/2023	DD3	117.27		117.27		R ■	The Fuelcard Company
20/02/2023	DD4	7.85		7.85		R ■	Lloyds Bank plc
21/02/2023	Direct		2,400.00	2,400.00		R ■	Receipt(s) Banked
22/02/2023	DD	42.00		42.00		R ■	WESTWOOD PARK FARM LTD
24/02/2023	BCARD7	21.14		21.14		R ■	Amazon Services Europe
24/02/2023	BCARD8	5.99		5.99		R ■	Amazon Services Europe

Time: 14:19

Bank Reconciliation up to 28/03/2023 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
24/02/2023	BCARD9	47.50		47.50		R <input checked="" type="checkbox"/>	UK Custom Covers Limited
24/02/2023	BCARD10	26.99		26.99		R <input checked="" type="checkbox"/>	First Stop Wholesalers Ltd
24/02/2023	BCARD11	489.10		489.10		R <input checked="" type="checkbox"/>	The Hand & Crown
24/02/2023	BCARD12	59.27		59.27		R <input checked="" type="checkbox"/>	Deposit Photos EU Limited
24/02/2023	BCARD13	17.94		17.94		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/02/2023	BCARD14	14.16		14.16		R <input checked="" type="checkbox"/>	Amazon Services Europe
24/02/2023	BCARD15	17.90		17.90		R <input checked="" type="checkbox"/>	Techno Tronics Limited
24/02/2023	BCARD16	38.34		38.34		R <input checked="" type="checkbox"/>	Flagmakers
24/02/2023	BCARD17	7.98		7.98		R <input checked="" type="checkbox"/>	Universal Silk Screen Printers
24/02/2023	BCARD18	37.81		37.81		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/02/2023	BCARD19	10.99		10.99		R <input checked="" type="checkbox"/>	A-Z Packaging Limited
24/02/2023	BCARD20	8.39		8.39		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/02/2023	BCARD1	536.04		536.04		R <input checked="" type="checkbox"/>	R S Components Limited
24/02/2023	BCARD2	20.33		20.33		R <input checked="" type="checkbox"/>	We can source it Limited
24/02/2023	BCARD3	5.99		5.99		R <input checked="" type="checkbox"/>	Amazon Services Europe
24/02/2023	BCARD4	-19.99		-19.99		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/02/2023	BCARD5	16.99		16.99		R <input checked="" type="checkbox"/>	Amazon Services Europe
24/02/2023	BCARD6	11.97		11.97		R <input checked="" type="checkbox"/>	Amazon.co.uk
27/02/2023	DD3	386.78		386.78		R <input checked="" type="checkbox"/>	The Fuelcard Company
27/02/2023	Direct		59.40	59.40		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/02/2023	Direct		59.40	59.40		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/02/2023	Direct		18.30	18.30		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/02/2023	Direct		-59.40		-59.40	<input type="checkbox"/>	Receipt(s) Banked
28/02/2023	Direct		753.07	753.07		R <input checked="" type="checkbox"/>	Receipt(s) Banked
28/02/2023	7613	598.80		598.80		R <input checked="" type="checkbox"/>	Lodge & Sons (Builders) Limite
28/02/2023	7614	1,740.00		1,740.00		R <input checked="" type="checkbox"/>	BRACE TURNER LIMITED
28/02/2023	7615	45.91		45.91		R <input checked="" type="checkbox"/>	Southern Electric
28/02/2023	7616	964.00		964.00		R <input checked="" type="checkbox"/>	Beverley Porter
28/02/2023	7617	65.92		65.92		R <input checked="" type="checkbox"/>	Ernest Doe & Sons Ltd
28/02/2023	7618	144.00		144.00		R <input checked="" type="checkbox"/>	Home & Office Fire Extinguishe
28/02/2023	7619	212.18		212.18		R <input checked="" type="checkbox"/>	Huws Gray Ltd
28/02/2023	7620	117.24		117.24		R <input checked="" type="checkbox"/>	The Anglia Sign Casting Compan
28/02/2023	7622	1,604.46		1,604.46		R <input checked="" type="checkbox"/>	Airdrome Cars Ltd
28/02/2023	7624	150.00		150.00		R <input checked="" type="checkbox"/>	Dale, Lisa
28/02/2023	7626	555.00		555.00		R <input checked="" type="checkbox"/>	Jim Meade
28/02/2023	2265	82.17			82.17	<input type="checkbox"/>	Petty Cash
28/02/2023	DD	240.19		240.19		R <input checked="" type="checkbox"/>	Onecom Limited
28/02/2023	DD2	182.40		182.40		R <input checked="" type="checkbox"/>	Citation Limited
28/02/2023	DIRECT	120.00		120.00		R <input checked="" type="checkbox"/>	A Errington Neilson
28/02/2023	7623	106.83		106.83		R <input checked="" type="checkbox"/>	Greg Rattey
28/02/2023	7621	80.71		80.71		R <input checked="" type="checkbox"/>	C Lumley
		<u>33,681.32</u>	<u>20,437.37</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Staff</u>								
4001 Carter L							82.1%	
4003 Sargant J							69.5%	
4004 Parrish S							10.4%	
4005 Dale L							84.4%	
4008 Jones J							12.5%	
4011 V Derrick							86.9%	
4013 Crank D							9.4%	
4015 C Hunt							61.3%	
4016 A Robinson							10.5%	
4017 N Shenton							0.0%	
4018 Langley G							0.0%	
4029 Salary Recharge							0.0%	
4030 PAYE							0.0%	
4035 NIC	37,448	47,387	28,009	(19,378)		(19,378)	169.2%	
4040 Pension	29,660	36,843	26,276	(10,567)		(10,567)	140.2%	
4999 Miscellaneous Costs	0	600	0	(600)		(600)	0.0%	
Staff :- Indirect Expenditure	<u>154,868</u>	<u>191,656</u>	<u>190,290</u>	<u>(1,366)</u>	<u>0</u>	<u>(1,366)</u>	<u>100.7%</u>	<u>0</u>
Net Expenditure	<u>(154,868)</u>	<u>(191,656)</u>	<u>(190,290)</u>	<u>1,366</u>				
<u>200 General Administration</u>								
1076 Precept	361,628	384,325	383,325	(1,000)			100.3%	
1090 Interest Received	85	1,860	750	(1,110)			248.0%	
1999 Miscellaneous Income	161	16,616	0	(16,616)			0.0%	
General Administration :- Income	<u>361,874</u>	<u>402,802</u>	<u>384,075</u>	<u>(18,727)</u>			<u>104.9%</u>	<u>0</u>
4035 NIC	3,929	0	0	0		0	0.0%	
4040 Pension	2,436	2,729	0	(2,729)		(2,729)	0.0%	
4045 Subcontracted Labour	366	0	0	0		0	0.0%	
4070 Subscriptions	1,752	2,387	1,572	(815)		(815)	151.8%	
4075 IT Support	8,757	11,529	8,640	(2,889)		(2,889)	133.4%	
4080 Training (Members)	240	268	1,000	733		733	26.8%	
4081 Travel Expenses	264	636	240	(396)		(396)	264.8%	
4082 Training (Staff)	2,058	1,078	2,000	923		923	53.9%	
4083 Clerks Expenses	5	14	250	237		237	5.4%	
4090 IT Development	0	0	1,000	1,000		1,000	0.0%	
4095 Photocopy Charges	1,310	1,111	1,500	389		389	74.1%	
4100 Telephone/Broadband	2,202	2,179	2,500	321		321	87.1%	
4105 Postage	650	486	900	414		414	54.0%	
4110 Stationery	1,074	716	750	34		34	95.5%	

Detailed Income & Expenditure by Budget Heading 01/03/2023

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4115 Insurance	0	0	7,260	7,260		7,260	0.0%	
4120 Bank Charges	198	252	600	348		348	42.0%	
4125 Repairs & Renewals	0	0	750	750		750	0.0%	
4130 Staff Care	1,660	1,758	1,500	(258)		(258)	117.2%	
4135 Office Care	3,930	2,740	2,500	(240)		(240)	109.6%	
4140 Office Equipment	2,193	0	2,000	2,000		2,000	0.0%	
4180 Accountancy Services	1,588	2,498	1,500	(998)		(998)	166.5%	
4185 Audit	2,000	0	2,500	2,500		2,500	0.0%	
4190 Professional Fees	3,348	4,519	3,000	(1,519)		(1,519)	150.6%	
4195 Tourism	245	455	500	45		45	91.0%	
4200 Web-site	0	1,209	2,000	791		791	60.5%	
4201 Web-site development	0	83	1,000	917		917	8.3%	
4805 Vehicle Maintenance	16	0	0	0		0	0.0%	
4990 Contingency	5,897	928	2,500	1,572		1,572	37.1%	
4999 Miscellaneous Costs	7,920	9,450	0	(9,450)		(9,450)	0.0%	
General Administration :- Indirect Expenditure	54,039	47,022	47,962	940	0	940	98.0%	0
Net Income over Expenditure	307,835	355,780	336,113	(19,667)				
<u>210 Democratic Services</u>								
1335 Civic Dinner Income	2,065	3,335	5,000	1,665			66.7%	
Democratic Services :- Income	2,065	3,335	5,000	1,665			66.7%	0
4310 Election Expenses	5,870	0	0	0		0	0.0%	
4315 Mayor's Allowance	267	245	1,500	1,255		1,255	16.3%	
4330 Civic Events	714	1,477	2,500	1,023		1,023	59.1%	
4335 Civic Dinner Expenditure	3,615	5,032	5,000	(32)		(32)	100.6%	
Democratic Services :- Indirect Expenditure	10,466	6,754	9,000	2,246	0	2,246	75.0%	0
Net Income over Expenditure	(8,401)	(3,419)	(4,000)	(581)				
6000 plus Transfer from EMR	5,870	0						
Movement to/(from) Gen Reserve	(2,531)	(3,419)						
<u>220 Grants</u>								
4350 Grants - SYPRC	1,000	1,000	1,000	0		0	100.0%	
4355 Grants - The Hailey Centre	1,000	0	1,000	1,000		1,000	0.0%	
4370 Grants - S137	0	0	75	75		75	0.0%	
4375 Grants - Citizens' Awards	0	50	1,000	950		950	5.0%	
4380 Grants - Other	1,470	2,000	2,500	500		500	80.0%	
Grants :- Indirect Expenditure	3,470	3,050	5,575	2,525	0	2,525	54.7%	0
Net Expenditure	(3,470)	(3,050)	(5,575)	(2,525)				

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Civic Centre								
1400 Rental Income	200	250	500	250			50.0%	
Civic Centre :- Income	<u>200</u>	<u>250</u>	<u>500</u>	<u>250</u>			<u>50.0%</u>	<u>0</u>
4115 Insurance	5,169	14,862	0	(14,862)		(14,862)	0.0%	
4405 Rates	7,859	7,859	9,500	1,641		1,641	82.7%	
4410 Heat & Light	4,069	7,557	3,120	(4,437)		(4,437)	242.2%	
4415 Water	2	391	104	(287)		(287)	375.9%	
4420 Maintenance	6,253	4,128	2,080	(2,048)		(2,048)	198.5%	
4425 Fixtures & Fittings	0	0	1,040	1,040		1,040	0.0%	
4445 New Equipment	0	265	2,080	1,815		1,815	12.7%	
Civic Centre :- Indirect Expenditure	<u>23,353</u>	<u>35,063</u>	<u>17,924</u>	<u>(17,139)</u>	<u>0</u>	<u>(17,139)</u>	<u>195.6%</u>	<u>0</u>
Net Income over Expenditure	<u>(23,153)</u>	<u>(34,813)</u>	<u>(17,424)</u>	<u>17,389</u>				
310 Police Suite								
1400 Rental Income	3,840	2,880	3,840	960			75.0%	
Police Suite :- Income	<u>3,840</u>	<u>2,880</u>	<u>3,840</u>	<u>960</u>			<u>75.0%</u>	<u>0</u>
4420 Maintenance	0	0	250	250		250	0.0%	
Police Suite :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>	<u>0</u>	<u>250</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>3,840</u>	<u>2,880</u>	<u>3,590</u>	<u>710</u>				
320 Hailey Centre								
4420 Maintenance	1,430	1,467	2,080	613		613	70.5%	
Hailey Centre :- Indirect Expenditure	<u>1,430</u>	<u>1,467</u>	<u>2,080</u>	<u>613</u>	<u>0</u>	<u>613</u>	<u>70.5%</u>	<u>0</u>
Net Expenditure	<u>(1,430)</u>	<u>(1,467)</u>	<u>(2,080)</u>	<u>(613)</u>				
330 Other Rented Accommodation								
4400 Rent	3,260	2,965	3,150	185		185	94.1%	
4420 Maintenance	48	0	0	0		0	0.0%	
Other Rented Accommodation :- Indirect Expenditure	<u>3,308</u>	<u>2,965</u>	<u>3,150</u>	<u>185</u>	<u>0</u>	<u>185</u>	<u>94.1%</u>	<u>0</u>
Net Expenditure	<u>(3,308)</u>	<u>(2,965)</u>	<u>(3,150)</u>	<u>(185)</u>				
400 Bullfield Allotments								
1500 Allotment Rent Income	1,203	1,670	750	(920)			222.7%	
1510 Allotment Water Income	120	171	200	29			85.6%	
Bullfield Allotments :- Income	<u>1,323</u>	<u>1,842</u>	<u>950</u>	<u>(892)</u>			<u>193.8%</u>	<u>0</u>

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4415 Water	413	459	500	41		41	91.7%	
4420 Maintenance	716	1,059	1,500	441		441	70.6%	
Bullfield Allotments :- Indirect Expenditure	1,129	1,517	2,000	483	0	483	75.9%	0
Net Income over Expenditure	194	324	(1,050)	(1,374)				
<u>410 Bellmead Allotments</u>								
1500 Allotment Rent Income	255	273	120	(153)			227.1%	
1510 Allotment Water Income	25	23	30	8			75.0%	
Bellmead Allotments :- Income	280	295	150	(145)			196.7%	0
4415 Water	79	101	50	(51)		(51)	202.6%	
4420 Maintenance	600	0	250	250		250	0.0%	
Bellmead Allotments :- Indirect Expenditure	679	101	300	199	0	199	33.8%	0
Net Income over Expenditure	(399)	194	(150)	(344)				
<u>420 Vantorts Allotments</u>								
1500 Allotment Rent Income	263	253	125	(128)			202.2%	
1510 Allotment Water Income	28	23	25	3			90.0%	
Vantorts Allotments :- Income	291	275	150	(125)			183.5%	0
4415 Water	61	125	100	(25)		(25)	125.2%	
4420 Maintenance	839	250	750	500		500	33.3%	
Vantorts Allotments :- Indirect Expenditure	900	375	850	475	0	475	44.1%	0
Net Income over Expenditure	(609)	(100)	(700)	(600)				
<u>430 Southbrook Allotments</u>								
1500 Allotment Rent Income	1,220	1,297	1,000	(297)			129.7%	
1510 Allotment Water Income	163	155	175	20			88.6%	
Southbrook Allotments :- Income	1,382	1,452	1,175	(277)			123.6%	0
4415 Water	240	183	250	67		67	73.2%	
4420 Maintenance	452	2,216	5,500	3,284		3,284	40.3%	
Southbrook Allotments :- Indirect Expenditure	691	2,399	5,750	3,351	0	3,351	41.7%	0
Net Income over Expenditure	691	(947)	(4,575)	(3,628)				
<u>440 Cemetery</u>								
1150 Grants Received	0	140	0	(140)			0.0%	
1550 Burial Fees	26,865	21,650	33,594	11,944			64.4%	

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1560 Memorial Fees	2,385	1,715	2,428	713			70.6%	
1570 Grave Digging Income	1,500	1,100	2,000	900			55.0%	
1580 Trees	3,425	900	6,694	5,794			13.4%	
1581 Benches	1,572	4,069	4,666	597			87.2%	
1582 Plaques	50	360	750	390			48.0%	
Cemetery :- Income	35,797	29,934	50,132	20,198			59.7%	0
4029 Salary Recharge	12,206	7,328	23,065	15,737		15,737	31.8%	
4045 Subcontracted Labour	0	732	5,000	4,268		4,268	14.6%	
4415 Water	199	96	150	54		54	64.2%	
4420 Maintenance	3,225	1,630	5,000	3,370		3,370	32.6%	
4440 New Area	0	0	10,000	10,000		10,000	0.0%	
4520 Skip Hire	2,930	4,100	3,120	(980)		(980)	131.4%	
4530 Trees	660	101	1,000	899		899	10.1%	
4531 Benches	623	3,195	2,500	(695)		(695)	127.8%	
4532 Plaques	1,095	535	500	(35)		(35)	107.0%	
4675 Publicity	0	0	500	500		500	0.0%	
Cemetery :- Indirect Expenditure	20,937	17,718	50,835	33,117	0	33,117	34.9%	0
Net Income over Expenditure	14,860	12,216	(703)	(12,919)				
<u>450 Playground</u>								
4420 Maintenance	11,828	632	5,000	4,368		4,368	12.6%	
4580 Playschemes	0	0	2,000	2,000		2,000	0.0%	
Playground :- Indirect Expenditure	11,828	632	7,000	6,368	0	6,368	9.0%	0
Net Expenditure	(11,828)	(632)	(7,000)	(6,368)				
<u>460 Rivers Heritage Site & Orchard</u>								
1700 RHSOG Income	50	0	0	0			0.0%	
Rivers Heritage Site & Orchard :- Income	50	0	0	0				0
4700 RHSOG	1,290	2,100	2,600	500		500	80.8%	
Rivers Heritage Site & Orchard :- Indirect Expenditure	1,290	2,100	2,600	500	0	500	80.8%	0
Net Income over Expenditure	(1,240)	(2,100)	(2,600)	(500)				
<u>500 Groundsman</u>								
1603 Public Toilet Income	845	1,159	1,250	92			92.7%	
1610 Contract - Other	0	0	500	500			0.0%	
Groundsman :- Income	845	1,159	1,750	592			66.2%	0

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4029 Salary Recharge	9,306	20,131	23,065	2,934		2,934	87.3%	
4600 Planters	1,672	385	1,000	615		615	38.5%	
4601 Bell St Conveniences	13,123	7,807	10,400	2,593		2,593	75.1%	
4615 Ranger's Mower	556	1,588	1,500	(88)		(88)	105.9%	
4620 Ranger's Tools	2,239	2,428	1,000	(1,428)		(1,428)	242.8%	
4625 Mower Costs	0	0	4,000	4,000		4,000	0.0%	
4630 CCTV	2,241	3,101	2,500	(601)		(601)	124.0%	
4635 CCTV Extension	1,935	3,703	4,000	297		297	92.6%	
4670 Event Costs	0	8	0	(8)		(8)	0.0%	
4990 Contingency	0	(95)	0	95		95	0.0%	
Groundsman :- Indirect Expenditure	<u>31,073</u>	<u>39,057</u>	<u>47,465</u>	<u>8,408</u>	<u>0</u>	<u>8,408</u>	<u>82.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(30,228)</u>	<u>(37,898)</u>	<u>(45,715)</u>	<u>(7,817)</u>				
<u>600 Fun on the Field</u>								
1670 Event Income	0	825	1,000	175			82.5%	
Fun on the Field :- Income	<u>0</u>	<u>825</u>	<u>1,000</u>	<u>175</u>			<u>82.5%</u>	<u>0</u>
4029 Salary Recharge	0	0	625	625		625	0.0%	
4045 Subcontracted Labour	0	0	500	500		500	0.0%	
4670 Event Costs	0	1,071	1,000	(71)		(71)	107.1%	
4675 Publicity	0	263	100	(163)		(163)	262.8%	
Fun on the Field :- Indirect Expenditure	<u>0</u>	<u>1,334</u>	<u>2,225</u>	<u>891</u>	<u>0</u>	<u>891</u>	<u>59.9%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(509)</u>	<u>(1,225)</u>	<u>(716)</u>				
<u>610 Events General</u>								
4670 Event Costs	1,869	958	1,000	42		42	95.8%	
4675 Publicity	0	0	500	500		500	0.0%	
Events General :- Indirect Expenditure	<u>1,869</u>	<u>958</u>	<u>1,500</u>	<u>542</u>	<u>0</u>	<u>542</u>	<u>63.9%</u>	<u>0</u>
Net Expenditure	<u>(1,869)</u>	<u>(958)</u>	<u>(1,500)</u>	<u>(542)</u>				
<u>620 Christmas Festival</u>								
1670 Event Income	495	585	400	(185)			146.3%	
Christmas Festival :- Income	<u>495</u>	<u>585</u>	<u>400</u>	<u>(185)</u>			<u>146.2%</u>	<u>0</u>
4029 Salary Recharge	0	0	1,000	1,000		1,000	0.0%	
4045 Subcontracted Labour	0	0	350	350		350	0.0%	
4670 Event Costs	2,597	2,144	1,000	(1,144)		(1,144)	214.4%	
4675 Publicity	0	320	500	180		180	64.0%	
4685 Christmas Lights	9,600	13,309	15,000	1,691		1,691	88.7%	

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4690 Competitions	256	562	600	38		38	93.6%	
Christmas Festival :- Indirect Expenditure	12,452	16,335	18,450	2,115	0	2,115	88.5%	0
Net Income over Expenditure	(11,957)	(15,750)	(18,050)	(2,300)				
630 Markets								
1670 Event Income	0	0	7,500	7,500			0.0%	
Markets :- Income	0	0	7,500	7,500			0.0%	0
4675 Publicity	0	488	1,000	513		513	48.8%	
Markets :- Indirect Expenditure	0	488	1,000	513	0	513	48.8%	0
Net Income over Expenditure	0	(488)	6,500	6,988				
640 Projects								
4710 Hanging Baskets	0	0	1,500	1,500		1,500	0.0%	
4715 Planters Project	0	0	500	500		500	0.0%	
4720 Town Green	634	0	10,000	10,000		10,000	0.0%	
4725 Fair Green	450	0	1,200	1,200		1,200	0.0%	
4735 Remembrance Day	37	204	250	46		46	81.6%	
4740 War Memorial	0	1,700	2,500	800		800	68.0%	1,700
Projects :- Indirect Expenditure	1,121	1,904	15,950	14,046	0	14,046	11.9%	1,700
Net Expenditure	(1,121)	(1,904)	(15,950)	(14,046)				
6000 plus Transfer from EMR	0	1,700						
Movement to/(from) Gen Reserve	(1,121)	(204)						
660 Town Selfie Walk								
4029 Salary Recharge	0	0	500	500		500	0.0%	
4670 Event Costs	0	234	0	(234)		(234)	0.0%	
4675 Publicity	0	285	500	215		215	57.0%	
4681 Promotional Equipment	0	0	1,000	1,000		1,000	0.0%	
Town Selfie Walk :- Indirect Expenditure	0	519	2,000	1,481	0	1,481	25.9%	0
Net Expenditure	0	(519)	(2,000)	(1,481)				
700 Sawbobus								
1150 Grants Received	18,805	9,500	1,000	(8,500)			950.0%	
1151 STC Subsidy	0	0	15,000	15,000			0.0%	
1800 Fares	260	5,514	20,000	14,486			27.6%	
1820 Fuel Rebate	698	1,754	1,200	(554)			146.2%	

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1830 Sponsorship	1,667	5,109	3,500	(1,609)			146.0%	
Sawbobus :- Income	21,430	21,877	40,700	18,823			53.8%	0
4029 Salary Recharge	12,130	15,714	19,234	3,520		3,520	81.7%	
4045 Subcontracted Labour	3,691	1,276	2,000	724		724	63.8%	
4800 Fuel	3,450	7,101	5,200	(1,901)		(1,901)	136.6%	
4805 Vehicle Maintenance	4,483	4,042	2,600	(1,442)		(1,442)	155.5%	
4810 Vehicle Tax & Insurance	631	2,648	1,500	(1,148)		(1,148)	176.6%	
4815 Vehice Hire	0	0	1,000	1,000		1,000	0.0%	
4816 Community Bus Reserve	0	0	10,000	10,000		10,000	0.0%	
Sawbobus :- Indirect Expenditure	24,385	30,781	41,534	10,753	0	10,753	74.1%	0
Net Income over Expenditure	(2,955)	(8,904)	(834)	8,070				
<u>800 Heffer GL61</u>								
1850 Vehicle Hire Income	586	911	1,000	90			91.0%	
Heffer GL61 :- Income	586	911	1,000	90			91.0%	0
4800 Fuel	907	898	625	(273)		(273)	143.7%	
4805 Vehicle Maintenance	1,884	1,007	1,500	493		493	67.1%	
4810 Vehicle Tax & Insurance	631	2,791	1,500	(1,291)		(1,291)	186.1%	
Heffer GL61 :- Indirect Expenditure	3,422	4,696	3,625	(1,071)	0	(1,071)	129.5%	0
Net Income over Expenditure	(2,836)	(3,785)	(2,625)	1,160				
<u>810 Rangers Truck FT63</u>								
1850 Vehicle Hire Income	0	10,093	0	(10,093)			0.0%	
Rangers Truck FT63 :- Income	0	10,093	0	(10,093)				0
4800 Fuel	1,421	2,960	500	(2,460)		(2,460)	592.0%	
4805 Vehicle Maintenance	1,786	2,038	1,500	(538)		(538)	135.8%	
4810 Vehicle Tax & Insurance	(23)	3,438	1,500	(1,938)		(1,938)	229.2%	
4811 Purchase of WG64 KWK	0	10,000	0	(10,000)		(10,000)	0.0%	
Rangers Truck FT63 :- Indirect Expenditure	3,184	18,436	3,500	(14,936)	0	(14,936)	526.7%	0
Net Income over Expenditure	(3,184)	(8,342)	(3,500)	4,842				
<u>820 Rangers Truck #2</u>								
4800 Fuel	0	872	500	(372)		(372)	174.4%	
4805 Vehicle Maintenance	0	1,645	1,500	(145)		(145)	109.7%	
4810 Vehicle Tax & Insurance	0	768	1,500	732		732	51.2%	
4815 Vehice Hire	0	0	10,000	10,000		10,000	0.0%	

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4820 Purchase of Rangers Truck #2	0	10,020	0	(10,020)		(10,020)	0.0%	
Rangers Truck #2 :- Indirect Expenditure	0	13,305	13,500	195	0	195	98.6%	0
Net Expenditure	0	(13,305)	(13,500)	(195)				
<u>910 Town Action Plan</u>								
4910 Town Action Plan Costs	0	0	500	500		500	0.0%	
Town Action Plan :- Indirect Expenditure	0	0	500	500	0	500	0.0%	0
Net Expenditure	0	0	(500)	(500)				
Grand Totals:- Income	430,458	478,515	498,322	19,807			96.0%	
Expenditure	365,895	440,630	496,815	56,185	0	56,185	88.7%	
Net Income over Expenditure	64,563	37,885	1,507	(36,378)				
plus Transfer from EMR	5,870	1,700						
Movement to/(from) Gen Reserve	70,433	39,585						