

# Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth  
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**MAYOR**  
Cllr Mrs Angela Alder

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**TOWN CLERK**  
Richard Bowran BSc.(Hons) MILCM

To all Town Councillors

## MEETING OF THE TOWN COUNCIL

You are summoned to attend the Meeting of the Town Council which will take place on **Monday 24 February 2014** at 7.30pm at The Council Office, Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

Town Clerk  
18 February 2014

## AGENDA

Welcome by the Town Mayor followed by Prayers

**13/117 APOLOGIES FOR ABSENCE**

To receive any apologies for absence

**13/118 PUBLIC FORUM**

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

**13/119 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Pecuniary Interest by Members

**13/120 MINUTES**

[📄] [👉]

To approve as a correct record the minutes of the Meeting of the Town Council held on 27 January 2014, (M09)

To attend to any matters arising from those minutes

**13/121 PLANNING COMMITTEE**

To receive and note the minutes of the Planning Committee Meeting held on:

[📄]

- 27 January 2014 (P14)

[📄]

- 10 February 2014 (P15)

**13/122 DRAFT DISTRICT PLAN**

To advise Members that the EHDC Draft District Plan, Preferred Options, is now available for consultation.

The Town Council will be holding two Open Days in the Council Chamber from 09:30 to 13:00 on 01 March and 05 April, the next two Farmers Market days. Planning Officers from EHDC will be in attendance on both days.

- 13/123 AMENITIES COMMITTEE**  
To receive and note the minutes of the Amenities Committee Meeting held on:
- 10 February 2014 (A03)
- 13/124 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
To receive Mayor's appointments and communications
- 13/125 REPRESENTATIVES REPORTS**  
To receive representatives reports from:
- County Councillor
  - District Councillors
  - Hertfordshire Police
  - Other Representatives
- 13/126 RISK ASSESSMENT**  
To consider the Risk Assessment for the Town Council and its activities for the year ending 31 March 2014.
- [👉]
- [The Risk Assessment, which comprises 110 pages, is available for inspection by Members before the meeting at the council offices.]*
- 13/127 CLERK'S REPORT**
- Farmers Market
  - Sawbobus
  - Conveniences
  - Town Green
  - New Web-site
- [📄]
- 13/128 MAYOR ELECT**  
In order to give the incoming Mayor the opportunity to plan elements of the coming civic year a change in procedure is proposed.
- To consider a change in Procedures to empower Members to resolve at the second meeting of full council in January each year; to appoint a Mayor-elect for the forthcoming civic year.
- [👉]
- 13/129 MAYOR ELECT**  
If a positive resolution is made at item 13/128; To consider a resolution to nominate a Mayor-elect for the civic year 2014-15
- [👉]
- 13/130 DEPOSIT & CONSULTATION DOCUMENTS**
- East Herts District Council, Draft District Plan, Preferred Options.
- 13/131 FINANCIAL REPORT**  
To note the current Financial Report
- 13/132 ACCOUNTS FOR PAYMENT**  
To note and approve accounts for payment

Members of the public and press are cordially invited to attend all meetings of the council and its committees.