

SAWBRIDGECWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 7:30 pm on **Tuesday 29 March 2016**.

Those present

Cllr Angela Alder	Cllr Don Hall
Cllr Eric Buckmaster	Cllr Will Mortimer
Cllr Ruth Buckmaster	Cllr Heather Riches
Cllr John Burmicz	Cllr Mike Shaw

In attendance:

Cty Cllr Roger Beeching MBE BDS JP	1 member of the public
Michael Jarvis – H&E Observer	R Bowran - Town Clerk

Welcome by the Mayor, who also read prayers

15/172 APOLOGIES FOR ABSENCE

Apologies received from:
Cllr Pat Coysten – unwell,
Cllr Sotirios Adamopoulos – on holiday
Cllr David Royle – on holiday
Cllr Tom Reeks – ATC commitment.

15/173 DECLARATIONS OF PECUNIARY INTEREST

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

15/174 PUBLIC FORUM

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

15/175 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Town Council Meeting held on 29 February 2016 (M10) [*prop Cllr Riches; secd Cllr Burmicz*]

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

15/176 PLANNING COMMITTEE

Received and noted: The minutes of the Planning Committee Meetings held on:

- 29 February 2016 (P14)
- 14 March 2016 (P15)

15/177 FINANCE AND POLICY COMMITTEE

Received and noted: The minutes of the Finance and Policy Committee Meeting held on:

- 14 March 2016 (F04)

15/178 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive advice of the Mayor's correspondence and communications

- The Duck Race was a great success and raised over £1300. Many thanks to Joanne, all of our staff and the guides for a great joint effort
- Our Town Council Civic Dinner will be held on 09 April in Sawbridgeworth Memorial Hall. Please all support the event and book places for yourselves and friends.
- At the end of April we are going to have an initial meeting regarding forming a Sawbridgeworth Local History committee which could be a collaboration between the WW1 group, U3A, and the Town Council. The aim will be to record and preserve our local history and artefacts

15/179 REPRESENTATIVES REPORTS

To receive representatives reports from:

- County Cllr Roger Beeching MBE JP reported:
 - Flooding issues:
 - Parsonage Lane. Road to be closed in April to allow for CCTV survey and clearing.
 - Rowney Gardens area. Gulleys have been cleared in Pishiobury Drive, the A1184 is now clear and Highways will do more clearance in the new FY.
 - Storm Katie caused 177 call outs including 1 damaged bridge; 2 shed loads; 18 street lights; 77 trees down and 1 road flooded (*sic*)
 - Highway Locality Budget has been reduced by £10k and Locality Budget reduced by £5k. This money to be spent on local issues.
 - Attended a Flood Symposium. Announced creation of LLFA (Lead Local Flood Authority). Unsure of how this will work or improve accountability.
 - Several questions seeking clarification
- District Cllr Mrs Angela Alder reported attending:
 - Prevent workshop to raise awareness of anti-terrorism
 - District Council meeting
 - The role of the councillor in emergency planning
 - District Plan policy discussion
 - Now appointed as EHDC combatting loneliness champion
 - Task & Finish group looking at health benefits from regular exercise
 - Licensing Committee for late night refreshment provision.
- District Cllr Will Mortimer reported:
 - That he had been unwell for the last two weeks but that he would report at the next meeting.
- District Cllr Eric Buckmaster reported:
 - My thanks go to all those who turned out for the Clean for the Queen initiative. We had many from the Congregational church and I think we made a great difference to areas around the station and Spellbrook.
 - I mentioned at the last meeting that the Executive were to receive a recommendation to continue the subsidy of the car parks in Buntingford and Sawbridgeworth for 2016/17. This was agreed.
 - I had a meeting in Letchworth with the owner of a chain of community pharmacies. It was to discuss health services that pharmacies can offer such as consultations and

health checks to complement those offered by Doctors practices.

- Hertfordshire Police were not present and had not sent a report.
 - Cllr Burmicz highlighted that a former resident of Sawbridgeworth had breached the terms of his ASBO by coming back to the town. Information had been passed to the police and the person was back in police custody.
- Other Representatives, Cllr Angela Alder advised:
 - There will be a Healthwise course at the Hailey Centre for 10 weeks commencing 05 April. Presented by Age UK it is free of charge to all.
- Other Representatives, Cllr Eric Buckmaster advised
 - there will be a Rivers Orchard maintenance day as usual on Sunday 03 April, being the first Sunday of the month

15/180 TOWN ACTION PLAN

To report on progress with the Town Action Plan 2015-20.
Clerk reported that the second public consultation days had taken place on Saturday 12 March and that he was now consolidating the input and preparing the final draft document for presentation at the Annual Town Meeting on Monday 11 April 2016.

15/181 NEIGHBOURHOOD PLAN

To report on progress with the Sawbridgeworth Neighbourhood Plan.
Clerk reported that no further action had been taken in this respect.

15/182 CLERK'S REPORT

To receive and note the Town Clerk's report
Attached as Appendix A

Clerk highlighted;

- Car park subsidy was secure for 2016/17 but that was not the case for years beyond that.
- The specification for the proposed new minibus for the Sawbobus operation had agreed with the manufacturer and had now been submitted to the DfT. Delivery is anticipated by the end of June 2016.

15/183 TOWN PROJECTS REPORT

To receive and note the Town Project Manager's report
Attached as Appendix B

15/184 DEPOSIT & CONSULTATION DOCUMENTS

To note any items for Deposit and Consultation

- The Mayor highlighted the commencement of the Hertfordshire Year of Volunteering.
- Received notification of grant of permission for the construction of an agricultural reservoir at Thorley Hall Farm.

15/185 FINANCIAL REPORT

Noted: The current Financial Report

15/186 ACCOUNTS FOR PAYMENT

Noted and Approved: Accounts for payment

Meeting closed at 20:26

The next meeting of the Town Council will be held at 7.30 pm on Monday 25 April 2016 in the Council Chamber at Sayesbury Manor, Bell Street, Sawbridgeworth.

Appendix A

Clerk's Report

Allotments

- Vantorts paths widening completed.
- Eco Toilets ordered for Southbrook and Bullfields.
- Skips ordered for Easter week end for Southbrook and Bullfields

Bus Shelters

- Spellbrook shelter repaired from the effects of further vandalism

Car Park Subsidy (First Hour Free)

- Decision as to continuity for 2016/17 has now been made

Cemetery

- 64 Interments managed in 2015 to date
- Application for an exhumation to be made to MoJ

Chamber Utilisation

- Redecoration of Chamber being carried out
- Used for several community meetings and Police drop-in

Community Transport - Sawbobus and Minibus Hire

- Dial-a-Ride service provided; 92 so far this year.
- Promised vehicle from DfT now specified.

Consultee on all matters relevant to the town

- No new consultations this month.

Financial Accounting System

- Budget entered on new RBS System
- Internal audit to take place on 03 March

Fly Posting

- Continued surveillance and unauthorised advertising removed.
- Authorised charity banners installed and removed in a timely manner.

Hertfordshire Highways

- Sign cleaning, footpaths clearance and gardening works carried out.

Neighbourhood Plan

- No current activity

Planning Matters (acting as a consultee)

- 121 Applications considered since the beginning of the new term.

Projects

- Bell Street Conveniences; ongoing dialogue with EHDC since October 2013 over refurbishment and maintenance responsibility. No contact from EHDC since last month.
- Town Green; ongoing dialogue with EHDC since January 2015 over project to revitalize area as a community hub and town centre focus.

Publicity/Information:

- Newsletter consideration of a revised format to be discussed.
- Contributions being made to Sawbridgeworth Flyer and CM21 magazine
- Communications working party 20 April 2016

Town Action Plan

- Open Meeting held on Saturday 12 March 2016
- Presentation at Annual Town Meeting 11 April 2016

Appendix B

Town Project Manager's Report

Civic Events (promoted by the Mayor)

- Civic Dinner – **Saturday April 9th 2016** at Sawbridgeworth Memorial Hall. This is a dinner dance event and there will be a 3 course dinner, followed by entertainment from a local band. Catering is by Magpie Catering. Closer to the Ceiling are local band that have been booked to provide the entertainment for the evening. A great raffle will be available
- Spring Duck Race – **Saturday March 19th 2016** – Fantastic event that raised just over £1350. This was an idea from girl guiding and therefore it has been decided that due to its success with the parishioners and local businesses that this will become an annual event for girl guiding in conjunction with STC and a main sponsor, the event could not take place without the qualified girl guiding team in the canoes.
- Annual Civic Awards and Presentation of Mayor's Charity cheque to Sawbridgeworth & High Wych Girl Guiding. **Friday 20th May 2016** (7pm). Please make sure that this date is in your diary, it is an important event where also the Citizen and Young Citizen of the year have their presentations made.

Future Dates for the diary

Thursday 21st April 2016 - This is the official date of the Queen's 90th Birthday. We will be holding an evening event for Councillors and invited guests, with drinks and canapes. This is a free of charge event for invited guests only. We will light the beacon outside Sayesbury Manor as part of this event.

'Beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories in celebration of Her Majesty the Queen's 90th Birthday that day. To date, 255 local communities, including town and parish councils, local authorities, youth groups and organisations are taking part'

Sunday 12th June 2016 - Fun on the Field. This event will follow the same format as the last 2 years with community stalls, beer tent and dog show. Additionally this year we are encouraging people to bring gazebos and tables to make a giant 'street party' picnic.

Saturday 26th November 2016 – Christmas Lights Festival. So far the change from the traditional Friday evening to a Saturday event has been well received. I have already had notification from the PTA Chair at F&B that they will continue with their Friday night Christmas Fayre, and I have heard that the Memorial Hall will not be putting on a Food Festival at all this year, of course these notifications are subject to change.