

Sawbridgeworth Town Council

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MAYOR
Cllr Ruth Buckmaster
TOWN CLERK
Christopher Hunt

To: Cllr's Furnace, Newell, Pagdades, Rider, Parr, A Parsad-Wyatt
[Cllr R Buckmaster, Cllr R Smith]

TOWN ACTION PLAN AND AMENITIES COMMITTEE

You are invited to attend a meeting of this committee which will take place on **Monday 17th July 2023** at the **conclusion of the 7:30pm Planning meeting** or **8pm in the Council Chamber of Sayesbury Manor** for the transaction of the following business.

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

Christopher Hunt
Town Clerk
6th July 2023

AGENDA

- T23/01** **ELECTION OF COMMITTEE CHAIR**
[👏] To elect a Chair of the committee for the civic year 2023/24
- T23/02** **ELECTION OF COMMITTEE VICE CHAIR**
[👏] To elect a Vice Chair of the committee for the civic year 2023/24
- T23/03** **APOLOGIES FOR ABSENCE**
[👏] To receive and approve any apologies for absence.
- T23/04** **PUBLIC FORUM**
 To receive representations from members of the public on matters within the remit of the Amenities Committee.
- T23/05** **DECLARATIONS OF INTEREST**
 To receive any Declarations of Pecuniary Interest by Members

T23/06



MINUTES

To approve as a correct record the draft minutes of the Town Action Plan and Amenities Committee Meeting held on 17th April 2023 (T04) *[Attached appendix A]*
(Previous term committee members only, Cllrs Furnace, Rider, R Smith, A Parsad-Wyatt)

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

- *Cllr Furnace question to Cllr A Parsad-Wyatt, "Will the consultation regarding the Town Action Plan reach a wider audience" – this will be answered in Cllr A Parsad-Wyatts update at point 23/13 below)*

T23/07



ALLOTMENTS

To receive Allotment Officers Report and discuss matters relating to Allotments.
[Attached appendix B]

T23/08



CEMETERY

To note and discuss matters relating to the Town Cemetery.
[Attached appendix C]

T23/09

FOOTPATHS & OPEN SPACES

To note and discuss matters relating to Footpaths & Open Spaces.
Cllr Rider

T23/10



OPERATIONS

To receive, note and discuss matters relating to Operations.

- Sawbobus.
- Public Toilets
- Reception
- CCTV

Town Clerk

[Attached appendix D]

T23/11



ECO-AUDIT WORKING PARTY

- To receive a verbal update from Cllr Furnace on matters relating to the Eco-Audit Working Party and feedback on River Day that was held on Saturday 20th May 2023

[Attached appendix E]

T23/12



SAWB2 SAWBRIDGE PARK/BARRATTS TRAVEL PLAN

To discuss the travel plans and future improvements for walking and cycling linked to the Sawb 3 developments.

Cllr Furnace

[Attached appendix F]

T23/13



TOWN ACTION PLAN

- To discuss and **resolve** the use of a company to promote and consult with the Sawbridgeworth community, free of charge, the process will be managed by Cllr N Parsad-Wyatt who is an employee.
- Update on the new 2023-27 Town Action Plan,
Cllr A Parsad-Wyatt
[Attached appendix G]

T23/14

COUNCILLOR ENGAGEMENT

- Next engagement opportunities
- Ideas for engagement 2023/24

T23/15

ITEMS FOR FUTURE AGENDAS

To note items for future agendas.