

Sawbridgeworth and Spellbrook

Annual Town Meeting

MINUTES of the Annual Town Meeting of Sawbridgeworth and Spellbrook held at The Council Chamber, Sayesbury Manor, Bell Street, Sawbridgeworth, Herts at 7.30 p.m. on Monday 10 April 2017.

Present: Cllr David Royle (Town Mayor) Chairman; 13 Local Government Electors for the Parish of Sawbridgeworth and Spellbrook, (including 5 other Town Councillors). PC Shelly Marshall & PCSO Paul Weston, Herts Police, Town Clerk Richard Bowran, Town Projects Manager Joanne Sargent Finance Officer Lisa Dale.

The Town Mayor welcomed those present to the Sawbridgeworth Annual Town meeting and explained that this was not a meeting of the Town Council but of the people of Sawbridgeworth and Spellbrook.

17/01 Minutes of the Annual Town Meeting

Resolved – that the Minutes of the Annual Town Meeting held on 12 April 2016 be confirmed as a correct record.

17/02 Matters Arising

There were no matters arising from those minutes

17/03 Report by the Mayor on Town Council Activities in 2016/17

The Mayor, Cllr David Royle, reported on the Council's Activities in 2016/17. There were no questions for the Mayor.
Attached as Appendix A.

17/06.1 Report from Herts Police

PC Shelly Marshall reported on activities in Sawbridgeworth:
Attached as Appendix J.

Q. What other operations are current?

A. Anti-Social Behaviour is on the increase and the police are increasing the use of unmarked vehicles and plain clothes officers.

Q. Is there any further action following the Vantorts Road accident last year?

A. The police have no further information available.

17/04 Report by the Town Clerk

The Town Clerk, Richard Bowran, reported on the Council's Accounts to 31 March 2017. There were no questions for the Clerk.
Attached as Appendix B.

17/05 The Mayor invited Trustee Reports from Town Charities:

Cllr Angela Alder, Chairman of the *Hailey Centre* reported on activities for the year. She noted that the most recent accounts were with auditors but assured the meeting that the Centre was not insolvent.
Attached as Appendix C.

Q. How many people use the centre?

A. About 200+ people each week, this has been enhanced by the recent introduction of Lizzie's cafe

Cllr Derek Filler, Chairman of the *Sawbridgeworth Young Peoples Recreational Centre* reported on activities for the year.
Attached as Appendix D.

17/06.2 The Mayor invited Reports from other parties:

Sawbridgeworth Memorial Hall.

Cllr R Buckmaster, Council appointed Trustee read the chairman's report to the meeting. Additionally she acknowledged the contribution made by Peter Lee, the chairman.
Attached as Appendix E.

Cllr Alder commented that SMH made a difference as a community facility and the contribution of the Friends of SMH were also noted.

Sustainable Journeys to School.

Annelise Furness reported on:
Schools' initiative throughout the year.
Attached as Appendix F.

Cllr E Buckmaster commented on the impressive and professional approach that had been taken in organising and promoting the events.

Q. How can we overcome the continuing barriers to sustainable travel?

A. these appear to be parents with time pressures, comments also made about the need for joint working – the problems of dog fouling and the need for comprehensive cycle ways – opportunity of improving the town infrastructure of clear pavements.

Q. Are children concentrating better as a result of the walks to school?

A. this was not measured but children seem more animated.

Q. Was the effect in the morning and the afternoon?

A. That was not measured specifically

Q. What about Spellbrook school which is more remote?

A. There was a "Park and Stride" initiative with cars parking at the Three Horseshoes. Also there was a "Walking Bus" from Sawbridgeworth.

Q. How can this initiative be sustained?

A. There is some evidence of continuation, especially the "Park and Stride"

Fawbert & Barnard Street Detectives Project

The Mayor presented:

The project report and display in the Chamber

Attached as Appendix G.

District Cllr Eric Buckmaster reported on:

Matters at East Herts District Council including changes to car park charges, initiatives to reduce costs and the District Plan being sent to the planning inspector for examination

Attached as Appendix H.

District Cllr Angela Alder reported on:

Matters at East Herts District Council including a list of things she was involved with.

Attached as Appendix I.

Report from Herts Police

Attached as Appendix J.

17/07 Report on the Town Action Plan 2016-2020

The Town Clerk introduced copies of the agreed plan and which had been annotated with actions so far. Of the 81 identified topics, 39 had been actioned or addressed, 50% of the remainder needed to be moved forward and the other 50% were not practical suggestions and would not be carried forward.

Attached as Appendix K.

Posted on Web-site

17/08 Resolutions for which written notice had been received

Mr Neil Bramley: Please can you formally raise the question of Vantorts Road safety at the town council meeting. In particular what is being done to reduce vehicle speeds and increase pedestrian safety from curb mounting vehicles?

County Councillor Roger Beeching had answered:

Dear Concerned Residents

This is a synopsis of many conversations I have had with regard to Vantorts Rd traffic over several months, mainly with Herts Highways

1. Bollards. if placed on corners of the road, cars will mount the pavement further on

2. If placed along the kerb line more extensively, the pavement would not be wide enough for mothers and buggies to walk down it.

3. Sleeping policemen already exist, so Highways are not minded to spend money on chicanes

4. 20mph limit is largely unenforceable, and are not deemed necessary in this position by police and highways

5. Making the road one way would need consultation with all residents and it is highly unlikely there would be a consensus of opinion, or even an appetite for it.

This is the current position. Sorry not to be more positive, but I am solely the messenger.

After some discussion when the introduction of chicanes seemed to be the most practical suggestion, agreed that the subject should be taken to the town council for consideration and further action.

17/09 Open Forum

Q. What action can be taken about cars and vans parking on the pavements especially in Bell Street?

A. Cllr E Buckmaster said that EHDC were identifying "hot-spots" At the moment outside London this is not considered an obstruction, but the law is changing in this respect.

Q. What is being done about air pollution, especially in Station Road at the level crossing and at points where traffic is stationary:

A. Cllr Royle said that we were awaiting the production by EHDC of an action plan. Mentioned a national clean air day and a campaign to stop cars at a standstill from idling their engines.

A. Suggestion that there be countdown timers installed at the level crossing so drivers could see how long they would be waiting.

A. Cllr E Buckmaster said he would follow the situation up with the EHDC portfolio holder.

There being no other questions the Annual Town Meeting closed at 21:00

Signed: _____

Dated: _____

REPORT BY THE MAYOR ON TOWN COUNCIL ACTIVITIES 2016/17

When I was appointed mayor in May 2016 my predecessor, Cllr. Eric Buckmaster, said two things: it was a privilege and I would enjoy it! He was right on both counts. It has been a great opportunity to learn more about the town I've lived in for 40 years and to get to know the schools and some of the organisations and individuals who are such a credit to our historical town.

I chose St Elizabeth's Centre in Much Hadham as my charity and the intention has been to raise awareness of them, as well as money for them. Thus, I have done joint school assemblies with Kat Pulford from their fund-raising team at Spellbrook Primary and Reedings Junior schools, for example, and Reedings' school council members have visited the Centre. St Elizabeth's will have a stall at the May Fayre and an exhibition and sale at Tudor House over the May Fayre weekend.

We have held three successful fund-raising events for the Centre: a quiz, a wine tasting and a cabaret show. The final fund-raising event is the Civic Dinner on 29 April and the cheque will be presented to St Elizabeth's at the Civic Awards on 19 May. There have also been generous donations, including from the Sawbridgeworth Rotary Club, the Great St Mary's bell ringers and customers of Santa's grotto at the Christmas Lights!

The latter was once again highly successful on its new Saturday date, as was Fun on the Field, despite the poor weather. Local shops and businesses have greatly helped by providing publicity for town and fund-raising events and raffle prizes.

Civic Events included the Civic Church Service, the World War 1 Somme commemoration, and the Remembrance Day service; the Council also marked the Queen's 90th birthday by lighting the town beacon.

Town Twinning links continued: residents visited Bry sur Marne in September and we received visitors from Moosburg for the first time in October; the Council continues to support both groups with grants, particularly to assist with the cost of incoming visits.

Community transport continues to be a much-valued Council asset, including Sawbobus, but our vehicles are also hired out to community groups and used, for example for town twinning and taking school pupils to and from meetings at the Chamber and St Elizabeth's. There is potential to provide a service to schools if the demand is there and this might help to reduce car usage.

The cemetery is maintained to a high standard, despite some vandalism and we provide a professional service to the bereaved. We continue to provide support for our flourishing allotments and I saw this for myself when 'opening' (but not christening) an eco-toilet on the Southbrook site with County Cllr. Roger Beeching.

Planning: the Council has been consulted on about 100 applications this past year; two open morning were also held in November to discuss the draft District Plan (both the Sawbridgeworth chapter and the one relating to Gilston) and a response made to East Herts District Council as part of the consultation process, reflecting the views of those who attended. Comments focused on the need for adequate infrastructure, traffic issues and access to the proposed development sites in West Road. The Council has since decided not to produce a Neighbourhood Plan. The Town Action Plan, however, continues to be reviewed and updated and a Working Party has been formed to monitor it.

Council Officers and staff continue to provide advice to residents on a range of issues, many of which are not our direct responsibility (see <http://www.sawbridgeworth-tc.gov.uk/town-council/about-us/>) but we pursue these issues as much as we can or with the District or County Council, and with the help of our District Councillors and County Councillor. Through our Councillor Champions we can also involve residents in keeping our town as we would like it. For example, I am currently working with a group of parents who are concerned with the amount of dog fouling around the schools. We are working with the District Council and schools to publicise, monitor and hopefully minimise this. Similarly, I have engaged with U3A walking groups and other regular walkers to monitor the condition of our 40 plus numbered footpaths and report any major issues, including surface damage, intrusive vegetation, dog fouling, fly tipping and litter.

The Council were happy to support the local schools' end September Sustainable Journeys/Travel Challenge Week last year, which will be reported on in more detail later. The initiative was well supported by Hertfordshire County Council (HCC) and East Herts District Council (EHDC) and aims to encourage sustainable journeys to school and walking or non-car driving generally. It was followed by a highly successful Town Selfie Walk, involving large quantities of animal soft toys supplied by HCC, and despite the weather. We will be repeating the Week and Walk this year and it will be a hard act to follow! There was a warm-up/reminder Spring in Your Step Day in March with HCC's Buster the Green Dinosaur in town again.

Because of my background in education and past and current work as a school governor I was keen to work closely with our schools during my year as mayor, including High Wych. This has proved to be very enjoyable and stimulating and I'm grateful to all the headteachers, teachers, parents and pupils who have been so enthusiastic and welcoming. Headteachers have very stoically put up with my many emails! In this room, you can see part of the fruits of my contacts with schools: sample buildings from Fawbert and Barnard's Year 2 Street Detectives project presenting a vision of our town in the future!

One of the first tasks I gave schools was to recommend a mascot for my year, following Cllr. Eric 'Duck'master's large plastic Duck Race duck. I now have a collection of unicorns as a result!

I have been to an assembly at all our schools, apart from Leventhorpe, some with Kat Pulford from St Elizabeth's and supported other school events. All primary schools have had or will shortly have the opportunity to visit the Council chamber twice, to be briefed about the Council and to hold their own school council meeting there. We have also set up a town-wide school council with the help of Leventhorpe students and staff, which drew up a shortlist of possible community projects. We expect to embark on a community art project in Bakers' Walk (with the landlord's permission!) in the summer term, theme and medium to be agreed. The new council will meet once a term. There will also be an art competition linked to the schools' sustainable journeys initiative, supported by Tudor House.

I would like to take this opportunity to thank our team of PCSOs and our new PC for all the work they put into keeping Sawbridgeworth a safe and pleasant place to live in and for their involvement in, for example, activities with schools. I would also like to thank Town Council officers and staff and fellow councillors for their support for town and mayor's activities this year, residents young and old and our shops and businesses for all they do for their community.

Sawbridgeworth Town Council

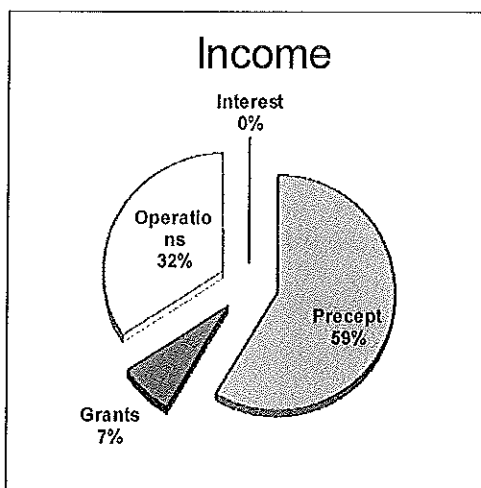
TOWN CLERK : Richard Bowran BSc.(Hons) MILCM



TOWN CLERK'S REPORT TO THE ANNUAL TOWN MEETING 10 APRIL 2017

At the Annual Town Meeting the role of the Clerk is to report on the finances of the Council for the year just ended.

In the year 2016/17 the Town Council's Precept was £248,065, this was 59% of the Council's total income.



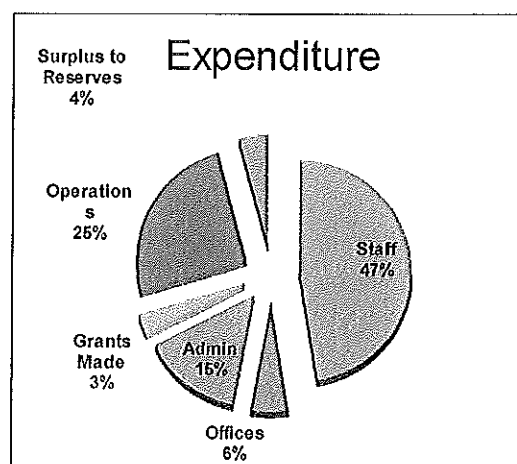
The Council derives other income from its operations in the town, such as the Town Cemetery, the four Allotment Gardens and the Community Bus services. Income relating to these other activities amounted to £175,731 (last year £167,899). The Council's total income for the year was £423,796 (last year £451,645).

The Council is aiming to continue to develop Operations Income to minimise any increase in the Precept.

We spent a total of £406,026 this year (last year £397,767).

Staff costs amounted to 47% of our expenditure; we have a town clerk, a town projects manager, two part time administration officers, the town ranger and two part time bus drivers. All other services are carried out by contractors.

Our operations costs were 25% of our spend, and included management of the Town Cemetery, the Allotment Gardens, Sawbobus, the two Community Minibuses, recreation areas, footpaths, the town ranger, provision and maintenance of Floral Displays, and the Christmas Lights Festival.



Our administration costs at 15% of the total included our responsibilities as a Consultee on planning applications and matters relating to the town, removal of Fly Posting, Town Council Newsletters, Civic Events, Community Transport, Floral Decorations, Promoting the Town, subscriptions, insurances and our duty to provide Democratic Services including meetings, committees, elections and representation on outside bodies including liaison with the County and District Councils.

During the year, the Council continued the operation of Sawbobus, now in its eighth year. This has been financed by grants from EHDC, from HCC and from commercial sponsorship. It also managed the two Community Minibuses, which are self-financing although take up significant administration time. In March 2014 the Council was awarded a Minibus under the DfT (Department for Transport) scheme. It was eventually delivered in July 2016 and is in service as the new Sawbobus.

The Town Council continues to step in to preserve services to the community when other organisations are unable to continue.

The Council made grants totalling £6,200 to seven different local organisations during the year; these were the Citizens Advice Service, The Multi-School Travel Initiative, Sawbridgeworth Local History Society, St Clare Hospice, the Town Twinning Association, the Hailey Centre and the Young Peoples Recreation Centre.

The small surplus for the year was principally due to the council's decision not to produce a Neighbourhood Plan, and this has been added to our general reserves.

For this coming year the precept has been increased to £267,910. This is because members of council were very aware on the decrease in support income from other sources and the requirement to maintain reserves. Since the town's housing stock has increased this amounts to an increase of 8.5p per week for a Band D household.

THE HAILEY CENTRE

REPORT FOR THE YEAR 2016/17

Objects and Powers

The Trust is established for the benefit of older people in the Parish of Sawbridgeworth with the object of improving their quality of life.

The Board met on four occasions during the period covered by this report and has dealt with matters relating to the efficient running of the Centre including reviewing the health and safety policy, financial management arrangements, staffing and safeguarding issues and rates of pay. The Management Committee has also met four times and has made various recommendations to the Board to enhance the smooth running of Centre activities.

The serving Trustees are:

Councillors – Mrs. Angela Alder - Chairman)
Mr. John Burmicz) four year terms until May 2019
Mrs. Pat Coysten)

Community – Mr. Eric Buckmaster)
Mr. Colin Gill – Honorary Treasurer)
Mr. Tony Fitch) three year terms until
Mr. Ralph Reed – Deputy Chairman) May 2017
Mr. Steve Robertson)

The Trustees are grateful to the Town Council for the grant towards the cost of utilities and to Hertfordshire County Council and Community Services for its grant towards staffing costs. During this year the Board was grateful for a grant from East Herts District Council towards the cost of the Queen's 90th Birthday celebration, the Christmas festivities and a substantial grant towards the cost of replacing the old chipped crockery. The Board wishes also gratefully to acknowledge the gift from the Rotary Club of Sawbridgeworth to cover the cost of replacement of the "hearing loop" system in the Centre so essential to enable our many visitors fully to participate in the entertainment and activities on offer.

The Board gratefully acknowledges the very generous donations during the year from relatives and friends who expressly remember the Centre often through collections given at Funerals and Thanksgiving for the lives of loved ones. Contributions from all sources of financial support are much appreciated and help to keep the running costs down and continue to keep the Centre a welcoming, attractive and vibrant place to visit for the older people of Sawbridgeworth. The Board is very aware of the pressure on

local authorities and makes every effort to control expenses as well as raise funds for the benefit of the users of the Centre. The Board is fortunate in having an excellent Honorary Treasurer who keeps a tight control on expenditure.

I am pleased to report our continued good relationship with Sawbridgeworth Town Council officers which has enabled the Centre to utilise the Council Chamber for some fund raising events. The Town Council held several open Saturdays in the Council Chamber during the District Plan consultations which attracted many visitors. On those occasions the connecting door to the Centre was opened to give local people a chance to buy some refreshments in the Centre main hall. An arrangement mutually beneficial.

As last year the Centre Manager conducted a Questionnaire among our users. 115 people completed the Questionnaire of whom 65% said if they did not come to the Centre they would not have a hot meal, 23% would be lonely and isolated and 55% felt they would be out of touch. The following examples are a few of the views expressed by the responders:

"I'd go mad if the Centre closed";

"I get out and meet people and can get a good meal";

"The Centre has provided me with friends since my husband died";

"Without the Hailey Centre I would be very lonely. I look forward to going there, having a coffee and meeting people to talk to";

"Friendly place with excellent facilities";

"It's the best Centre for over 55s for miles around and a great meeting place for people on their own";

"I do not know what we would do without the Hailey Centre".

The Management Committee has met regularly throughout the year and offered sound and practical advice to the Board which has been warmly received and implemented where appropriate.

The annual "Thank you" lunch for our much valued volunteers plus their partners or friends was again well attended and appreciated by all.

Centre activities throughout the year have been well supported and the outings and events enjoyed to the full by Centre users and their friends. The Centre provided 5,100 lunches this year. The volunteers continue to provide a cheerful waitress service week in week out without whom the Centre would be hard pressed to maintain the current level of service. I am delighted to report that at our most recent inspection by the Environmental Health Officer we retained our five star rating for our catering service. We provided 127 seats on food shopping trips dropping users off at their own front door. The Centre users had 10 days of outings and 2 holidays. We cater for those with specific transport needs by use of taxis. However, the majority of our visitors use Sawbobus or walk. We have four people who use scooters which we accommodate at the rear of the building.

The Centre now runs three keep-fit and two Pilates sessions each week with a full complement of participants totalling 1,569 users benefitting from this service. The Board

took the decision to cover the cost of training our Assistant to the Manager in chair based exercise and these classes are very popular and each one is fully booked. The Photography sessions on Wednesday mornings and the Silver Surfers on Thursday mornings are both "manned" by volunteer instructors and provide a one-to-one teaching session with all slots filled. The Whist, Bingo and Art sessions along with craft and decoupage are also fully supported.

The Quiz, Film show and Musical afternoons continue to prove highly popular and profitable events. The new Camera Club has just celebrated its fifth birthday and has continued to go from strength to strength. Apart from the fun and pleasure the members derive from the Club itself, where they have been out and about taking photographs, some of which have been used as front covers for our monthly Newsletter, they have assisted with the fund raising activities at the Centre. Many of the Centre users have taken advantage of the Camera club to have their pictures taken for bus passes or passport renewals.

As a demonstration of the outward looking attitude of our visitors we hosted the launch in Sawbridgeworth of the Bishop of St. Alban's Harvest Appeal for Water Aid in Madagascar. Our visitors, together with the Bishop, decorated cup-cakes in the colours of the flag of Madagascar which were then used to form a large flag of that country. The Bishop enjoyed a lunch with our older people eating a typical meal of Madagascar followed by a dessert featuring vanilla which is its main export product. The Centre also supported the local Rotary club in hosting a tea party to highlight the international aim to eradicate polio from all countries.

The Management Committee recommended to the Board that we discontinue with separate summer and winter fund raising events and instead take advantage of the opportunities provided via the calendar of community events already part of the local programme. The Board agreed this approach and together with the various raffles have all contributed to the vitality of life at the Centre. However, one additional fund raising activity was a Race Night which was much enjoyed by our visitors and made a very handy profit towards the Centre funds. On the first Saturday each month following the closure of the Saturday market we have "bacon butties" on sale and these are doing a roaring trade and helping to boost our fund raising efforts. All these activities have increased not only the income but raised the profile of the Centre and what it can offer to older people in Sawbridgeworth.

The visiting Chiropodists delivered 458 treatments this year. Well cared for feet assist in keeping older people mobile and self-reliant. The Hearing Aid Specialist had 150 consultations and is also helping to meet the growing demand for a very local service. The attendance at the Centre on a regular basis of these professionals is very much appreciated by the people we serve.

In January the Centre held its annual New Year celebration lunch at the Bishop's Stortford Golf Club which was delicious and we were pleased to have the Mayor of Sawbridgeworth as our special guest enjoying the occasion with us. The function was a huge success and attended by eighty five regular users of the Centre. As well as our now annual New Year lunch the Centre has special lunch events to celebrate occasions

such as Mothering Sunday, Valentine's day, Easter, Father's Day, Halloween and our own Christmas lunch in the Centre.

The Centre has received regular press coverage over the twelve months giving a positive picture of a Centre for older people being active, helping older people lead fulfilled lives and enjoying themselves with much of this attributable to our present and former Managers with their vision for engaging older people in a proactive role.

On the staff side there have been a number of changes. The Board was greatly saddened by the sudden death in September of our domestic cleaner who was also a very active volunteer and had been at the Centre almost since it opened. In her memory the Board approved the initiative of the Centre Manager in opening "Liz's Café" and is already a popular addition to our catering offer being open on Thursday lunch time to serve soup, jacket potatoes and delicious desserts. Since opening in November it has attracted a regular clientele with 486 people having visited to date. Charlotte Birks was appointed to replace Liz Smith and is doing a grand job in keeping the Centre spotlessly clean for our visitors. The Board also agreed to appoint an extra member of staff to assist the cook in the kitchen due to the failing health of some volunteers who had previously helped in that capacity - Lyn O'Hanlon has been in our employment since November 2016.

Another important issue for the Board was the setting up of Pension arrangements for our staff. The Board is grateful for the expertise of our Honorary Treasurer, Mr. Colin Gill, who has ensured that we are legally compliant with a properly validated Pension Scheme for Centre employees.

The Board wishes to acknowledge with grateful thanks the valuable contribution of the volunteers who give over 1,000 volunteer "man" hours per month to the running of the Centre and without whose willing help the Centre would not be the vibrant and happy place it is today. The Board would also wish to place on record its thanks to the staff who provide a friendly and welcoming environment for all visitors and users of the Hailey Centre week by week throughout the year. On a personal note I would like to thank my Deputy Chairman and all the volunteer Trustees for their help and support throughout the year.

Thank you

Angela Alder
Chairman of the board of Trustees
April 2017

**SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATIONAL
CENTRE MANAGEMENT COMMITTEE**
(Charity Number 302466)

REPORT FOR THE YEAR 2016/17

Objects and Powers

The purpose of the Centre is to help and educate the children and young people of Sawbridgeworth through their leisure time activities so to develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and as members of society and that their conditions of life may be improved.

The Management Committee meet throughout the year during the period covered by this report and has dealt with matters relating to the efficient running of the Centre as and when they occurred.

The Management Committee consists of the following individuals

Cllr. D. Filler – Chairman
Cllr. Mrs. A. Alder – Hon. Secretary and Vice Chair
Ms. J Sargent – Hon. Treasurer
Cllr. T. Reeks
Cllr. Mrs. R. Buckmaster
Cllr. S. Adamopoulos
Mr. R. Alder
Mrs. G. Hawkins

Mrs. L. Dale – Centre Manager attends all Management Committee Meetings, manages the hall bookings, deals with all enquiries in relation to the centre and the open space play area.

The Management Committee is pleased to record the high level of hiring of the Centre which enables the Committee to finance additional facilities. Occasional hirers are generally for children's parties up to the age of 21 years. The large floor area and layout is well suited for indoor bouncy castles and sports activities.

The High Wych Pre-school Nursery are the main regular hirer of the Centre from Monday to Friday during school term time. The Centre Manager liaises closely with the leader of the Pre-school to ensure that the centre meets their requirements at all times. The Pre-school is well established at Bullfields and the committee is delighted that the centre is the perfect location for the Pre-school with its large car parking facilities and a safe and well equipped play area that provides their outdoor play requirement to enhance the curriculum activities.

The centre is also hired to 8 other regular users on a weekly basis which includes a Youth Club that is run by County Council Youth Connections, Kung Fu, local performing arts groups, dance schools and exercise classes.

The car park is suitable for use, however a new surface is now essential. Quotations for the resurfacing of the whole car park will be sought over the coming months. It is hoped that subject to receiving adequate grant awards to help with the total cost, that work will be completed in the coming year.

Vandalism – The installation of the perimeter fence around the building has almost eradicated all previous incidents of vandalism. With the exception of a couple of minor incidents with litter bins there has been no vandalism.

As a Management Committee we need to convey the message to the small minority of youths who continually abuse, disrespect and vandalise elements of this fantastic facility that money spent on vandalism repairs means that other projects will not be fulfilled such as new and enhanced play equipment.

The play equipment has been well maintained throughout the year and regular inspection and litter picks are carried out by the Town Council on a weekly basis. There are no current plans to add any additional facilities in this year.

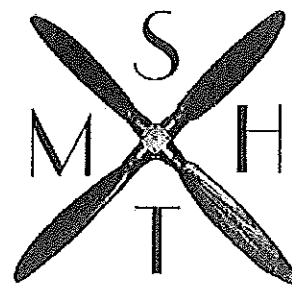
The Summer Play Scheme is delivered by Pathways-Plus and was a great success in 2016 and is oversubscribed with a waiting list. A grant from the Town Council enables the scheme to be offered at the daily rate of £5 per child per day. We have kept the daily charge at the same rate so that local children can benefit from a safe and secure well run play scheme and parents can have full confidence when sending their children to attend a professionally managed scheme.

The standard of cleaning in the hall, kitchen, toilets and other areas has been excellently maintained thanks to Mrs. Dale the Centre Manager, the Management Committee wishes to record its grateful thanks to Lisa for the day to day running of the centre.

In conclusion the Sawbridgeworth Young People's Recreation Committee is made up of Volunteers and members of the town council who are appointed as trustees. Many committee members have given over 20 years of their time on a voluntary basis and we must emphasise the importance of people in the town coming forward in the near future to join the committee and make a valuable contribution to the running of this important community facility.

Derek Filler
Chairman
April 2017

SMHT – 2016 Chair Review



Financials

Estimated figures, full accounts not yet finalised.

Trading account, £28k surplus

Income £68k, a £18k increase on 2015

£20k from regular bookings

£20k occasional bookings

£20k Friends

£8k Grant EHDC

Expenditure

£40k

Running costs 22k

Capital £18k on stage project

Whilst maintaining our hall hiring service we have now added more community based events and activities such as

Regular activities

25 hr / week of Over 50s activities in partnership with EHDC

Jazz sessions

Cinema nights

Family fun disco's

Saplings group and bowls group and our regular

One off and yearly activities

Railway exhibition,

BellaDonna's show - free of charge for the over 65s

Nostalgia Day - free of charge

Star wars cinema event - Free of charge

SMHT is progressing very well it is in line with the 5 year plan submitted to STC in 2012 for the £150k grant it was subsequently awarded. We are planning an extension to the building is now in progress and have secured the majority of the finance.

Overall the trust had a very successful year and we are well set for the future.

Peter Lee (Chair, Sawbridgeworth Memorial Hall Trust)

Sustainable journeys to school – multi-school and STC initiatives 2016/17

Sawbo Travel Challenge

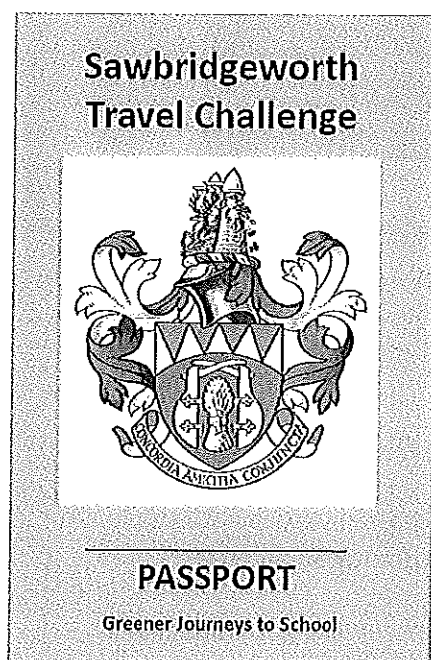
The Sawbo Travel Challenge is a multi-school and Sawbridgeworth Town Council (STC) initiative supported by Hertfordshire County Council (HCC) and East Herts District Council (EHDC) designed to encourage sustainable journeys to school and walking in Sawbridgeworth generally. It took place from 26 September to 1 October 2016.

The Challenge proved highly successful with four primary schools totalling over 850 pupils taking part – Fawbert and Barnard Infants' School, Mandeville Primary School, Readings Junior School and Spellbrook Church of England Primary School.

The initiative is now planned as an annual event to help change habits and behaviour away from car use and to encourage our children to grow up without having to rely on cars to get them places.

There were three main parts to the Sawbo Travel Challenge:

1. Travel Challenge Passport – every pupil was provided with their own "passport" in which they recorded their journeys to school. If they came to school via sustainable means – walk, scooter, cycle, bus, park & stride – they received a stamp for that day (as shown below).



<input type="checkbox"/>	MONDAY <input type="checkbox"/> Walk <input type="checkbox"/> Scooter <input type="checkbox"/> Cycle <input type="checkbox"/> Bus <input type="checkbox"/> Park & Stride Eco Monday – wear something green About my journey	
<input type="checkbox"/>	TUESDAY <input type="checkbox"/> Walk <input type="checkbox"/> Scooter <input type="checkbox"/> Cycle <input type="checkbox"/> Bus <input type="checkbox"/> Park & Stride Train or Road Day – wear your trainers About my journey	
<input type="checkbox"/>	WEDNESDAY <input type="checkbox"/> Walk <input type="checkbox"/> Scooter <input type="checkbox"/> Cycle <input type="checkbox"/> Bus <input type="checkbox"/> Park & Stride Wacky Wednesday – wear something bizarre About my journey	
<input type="checkbox"/>	THURSDAY <input type="checkbox"/> Walk <input type="checkbox"/> Scooter <input type="checkbox"/> Cycle <input type="checkbox"/> Bus <input type="checkbox"/> Park & Stride Fun Hat Thursday – put on a hat of your choice About my journey	
<input type="checkbox"/>	FRIDAY <input type="checkbox"/> Walk <input type="checkbox"/> Scooter <input type="checkbox"/> Cycle <input type="checkbox"/> Bus <input type="checkbox"/> Park & Stride Funky Footwear Friday – dress up your feet About my journey	
<input type="checkbox"/>	SATURDAY is the Sawbo Travel Challenge Town 'Selfie' Walk Between 11am & 4pm at Bell Street Car Park – see details overleaf I brought _____ members of my family with me About my day	

2. Travel Challenge Competition – schools competed to have the highest percentage of pupils journeying sustainably. Schools recorded the number of journeys on a bespoke spreadsheet. The winning school was presented with a trophy by Sawbridgeworth Mayor David Royle in a ceremony held at council offices on 11 October 2016 (photographs below).

3. Town 'Selfie' Walk – pupils were asked to bring their families to an event between 11am and 2pm on the Saturday at the end of the week. Organised by STC, the event encouraged families to explore Sawbridgeworth on foot (flyer below). They were issued with a leaflet listing 'selfie' stops where they could collect "bugs" and a map showing the town's twitchells, and received a further stamp in their "passport" for attending.

Steady Travel Challenge Award Ceremony 11 October 2016

Representatives from four Sawbridgeworth schools gather at Sawbridgeworth Town Council offices.



Winning school Bassingbourn School was awarded with the Steady Travel Challenge Trophy with 50% of its pupils travelling sustainably to school during the Challenge week. Trophy presented by Sawbridgeworth Mayor David Sarge and Lindsay Kay from Harborough County Council.



Town 'Selfie' Walk

Saturday 1st October 2016.....11am to 2pm

Please join us for an hour or so and explore the town on a short walk (1 hour) by visiting our 'Selfie Stop-Off' points. Map supplied.
Have a fun time taking your 'Selfies' with some unusual characters!
And of course Buster the Dinosaur
For more information please visit our website
www.sawbridgeworth-tc.gov.uk

"Come and meet me and enter our free Scooter Competition"

Location – Bell Street Car Park (look for the signs directing you to collect your map)
Please note that 'Selfie Stop-Off Points' will finish at 2pm, so give yourself plenty of time to get around.
Refreshment stall available

A £500 grant from STC covered:

- Printing of passports
- Custom-made stamps
- Winning school's trophy and part funded participants' trophies.

Additional funding was provided by HCC to cover advertising banners and participants' trophies for runner-up schools. Over 2,000 toy bugs were also provided by HCC for the Selfie Walk.

Evidence shows the initiative had a significant effect in reducing the number of car journeys to school in Sawbridgeworth. All schools witnessed a rise in sustainable journeys.

School	Sustainable journeys prior to Challenge Week as percentage of pupils	Sustainable journeys during Challenge Week as percentage of pupils
Fawbert and Barnard	84%	91%
Mandeville	82%	91%
Reedings	70%	95%
Spellbrook	10%	73%

PCSO Amanda Higham stated: "The feedback we can give is that it greatly reduced the volume of vehicles around the schools during the week which is a good thing for everyone concerned."

An estimated 300 families attended the Town 'Selfie' Walk during which feedback was gathered. This feedback, as well as that from pupils and schools, was extremely positive both about the Challenge Week and the Town 'Selfie' Walk, including comments on the enjoyment of walking, the communal aspect of the week and a desire to do the initiative annually. Feedback also highlighted issues for local authorities around dog muck and crossing the road at Spellbrook.

Put a Spring in Your Step Day

Building on the success of the Sawbo Travel Challenge, on 20 March 2017 – the first official day of spring – five Sawbridgeworth primary schools took part in a one-day event to encourage pupils and parents to walk, scooter or cycle to school instead of using the car. Pupils were asked to wear something green on the day, and to be creative about their journey, using park & stride, car share or local public transport if walking, scootering or cycling was not an option.

High Wych CE Primary School joined the other four schools in taking part. Once again HCC's sustainable transport mascot Buster the Dinosaur and Sawbridgeworth Town Councillors supported the day by visiting schools.

Put a Spring in Your Step

Monday 20th March...

... and wear green for your sustainable journey to school

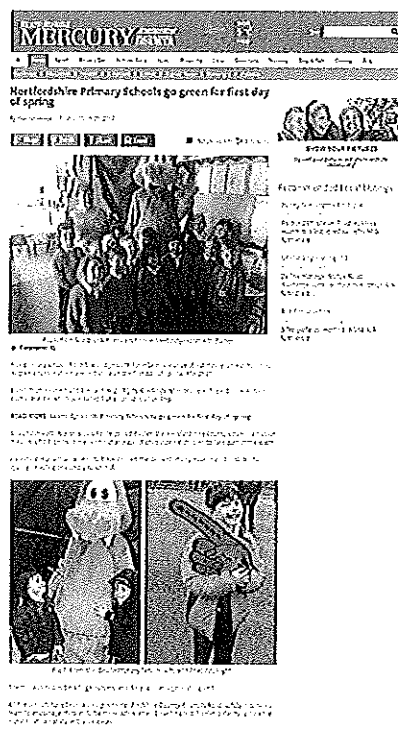
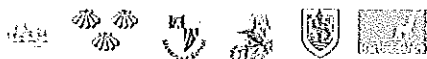
To celebrate the official first day of Spring, five primary schools in Sawbridgeworth, High Wych and Spellbrook are getting together for a day of sustainable travel with our 'Put a Spring in Your Step' day.

So, dust off your bicycles, spruce up your scooters and start limbering up, so we can get everyone doing their best to ditch the car on 20th March.

And if you can't walk, cycle or scoot to school, why not try park & stride or arrange to car share.



Please join Buster and Put a Spring in Your Step!



Future plans

A travel survey has taken place across four of the schools to identify issues which may prevent parents and pupils from traveling to school sustainably. The results will help STC and EHDC with their planning.

The Sawbo Travel Challenge 2017 is scheduled to take place at the end of September 2017.

APPENDIX G.

F&B YEAR 2 STREET DETECTIVES TOPIC

In January and February this year the Year 2 children in Fawbert and Barnard Infants' enjoyed a topic called 'Street Detectives'. This was a local history topic which we started by having a visit from Sawbridgeworth's mayor. During this visit, the children asked questions of the mayor and proceeded to go on a (very cold) walk around the town. The children had photos of interesting sights around the town and were given the task of finding these. Luckily Mr Royle was able to come on the walk with us and share his knowledge about the history of the town. Typically, the day coincided with the resurfacing on Knight Street and the children were equally interested in the road surfacing machinery!

Next, some local historians, Pam and John Rider, visited the children and the children spent lots of time questioning and listening carefully to the stories that Pam and John shared. Pam and John kindly took the children on another walk to the churchyard to look at the War memorial and soldiers' graves, which they found very interesting.

Mr Royle also asked the children to let him know what they liked about Sawbridgeworth and what they would like to change, so the children learnt how to write a formal letter and wrote to the mayor. Some of the things they liked were the parks, playgrounds and equipment, the quiet and peaceful town, the schools and teachers, the churches near to the school and of course, the tuck shop!

Things they disliked were dog waste, litter, the trains, traffic and air pollution. The children wished that Sawbridgeworth had more benches for old people and others to rest, as well as shelters in parks and playgrounds, a new swimming pool, a helter skelter, an ice rink and a hotel just for children!

The children also completed a traffic survey and found a lot more cars than any other kind of vehicle travelled past the school. They made posters asking motorists to slow down as well as posters asking dog owners to pick up their dog waste. They regularly litter pick outside the school grounds and recently during Waste Week, all of the children in school helped with this task.

We hope you enjoy looking at our models. The children had a little bit of adult help but mainly worked in small groups and helped each other. As you may be able to tell, the ideas were all their own!

A brief summary of some of the points of interest from

East Herts and which are already in the public domain.

From the beginning of the month there was an increase in car park charges across the District. For Sawbridgeworth this was mainly in the form of reducing the free period from 1 hr to 30 minutes. The charge for the second period is 20p with all other price points the same. The new machines enable users to check in and out and therefore pay on exit.

there were a number of initiatives that are intended to produce either a return on investment or to reduce costs in order to offset falls in funding elsewhere. Some of these are in the form of shared services with other local authorities regardless of political affiliation. Eg we have had joint services with Stevenage Borough for IT as well as revenues and benefits. Recently we have formed a few multi authority arrangements. One example is the setting up of a company across the county to run building control services. The advantage would be to pool resources and expertise thereby saving costs but also using the general power of competence to sell service to other areas around the country thereby becoming a centre of excellence. Similarly a Home Improvement Agency has been established across the County with 6 or 7 participating authorities. This is to administer Disable Facilities Grants. Again economies of scale can be achieved through sharing resources such as occupational therapists and by setting up framework pricing with local suppliers in order to reduce costs. A service can also be offered to those who do not qualify for the means tested grants.

More recently East Herts is moving towards a shared service for waste collection with North Herts District Council. This months Executive meeting authorised the purchase of new vehicles to facilitate the service which will go out to tender for a new contract in 2018. Again the purpose is to reduce costs.

Also at this months Executive meeting the first steps were taken toward setting up a housing investment company. Subject to council approving the business plan the council will be able to purchase properties for buy to let. This is seen as an alternative investment vehicle to secure a higher rate of return than would be otherwise possible from banks or investing in bonds. Again it is intended as a way of mitigating reductions in funding elsewhere.

Another major investment was the purchase of the Old River Lane site which includes the Causeway Car Park and office blocks in Bishons Stortford. A Board

consisting of Members and Officers, of which I am a member has been established alongside consultants to consider options for future use.

Finally, the District Plan was sent to the Planning Inspector on 31st March. There will be a number of stages of examination in Public over the coming months. Residents will be able to attend the hearings. The expectation would be for the plan to be approved by early 2018. All development applications will then be subject to the policies and requirements of the new adopted plan running to 2033