

Sawbridgeworth Town Council

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MAYOR
Cllr Dr John Stefan Burmicz
TOWN CLERK
Richard Bowran BSc.(Hons) PSLCC

To: Cllrs Burmicz, Coysten, Berendt Furnace, Gray, Jones and Royle

AMENITIES COMMITTEE

You are invited to attend a meeting of this committee which will take place on **Monday 17 June 2019** at 7.30pm at Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

A handwritten signature in black ink, reading "Richard Bowran".

Town Clerk
11 June 2019

AGENDA

- A19/01 ELECTION OF COMMITTEE CHAIRMAN**
[👏] To elect a Chairman of the committee for the civic year 2019/20
- A19/02 ELECTION OF COMMITTEE VICE CHAIRMAN**
[👏] To elect a Vice Chairman of the committee for the civic year 2019/20
- A19/03 APOLOGIES FOR ABSENCE**
To receive any apologies for absence
- A19/04 PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Amenities Committee.
- A19/05 DECLARATIONS OF INTEREST**
To receive any Declarations of Pecuniary Interest by Members
- A19/06 MINUTES**
[📄] [👏] To approve as a correct record the minutes of the Committee Meeting held on 11 February 2019 (A03) [Appendix A]

To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.
- A19/07 TERMS OF REFERENCE**
To consider Terms of Reference for the committee and recommend their adoption by the council.
Current Terms of Reference are attached as Appendix B

A19/07 ALLOTMENTS

To report on matters relating to Allotments

- Bullfields
- Southbrook
- Vantorts
- Bellmead
- Waiting list

A19/07 CEMETERY

To report on matters relating to the Town Cemetery

- Inspections
 - Compliance with Regulations
- Maintenance
 - Equipment
 - Sub-contractors
- Development
 - Roadway Extension
 - Marketing

A19/08 FOOTPATHS & OPEN SPACES

To report on matters relating to Footpaths and Open Spaces

- West Road
 - Inspection and maintenance
- Other areas
 - Bell Street flower beds
 - Maintenance
 - London Road flower beds
 - Maintenance
 - Infestations
- Town Green
 - Update report
- Fair Green
 - Development
 - Maintenance
- Footpaths
 - General state
 - Parish Hall path
- Rivers Heritage Orchard Site & Meadow
 - Update report on licencing obligations
 - Grass cutting

A19/09 OPERATIONS

To report on matters relating to Operations

- Community Transport
 - Sawbobus
 - Hire minibuses
- Events
 - Fun on the Field
 - Christmas Lights
- Ranger activities
 - Report on current working arrangements
 - Sub-contracting works for Gilston and Eastwick PC

A19/10 CIVIC AMENITIES

To report on matters relating to Civic Amenities

- Floral Displays
 - Displays for summer 2019
- Public Conveniences
 - Progress with EHDC on the Bell Street proposition
- War Memorial Repairs
 - Activity review of the Task and Finish Group.

A19/11 EXCLUSION OF PRESS AND PUBLIC

To resolve 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 item because of the confidential nature of the business to be discussed which relates to a contractual dispute.

A19/12 GRIEVANCE RESOLUTION

To consider the resolution of a grievance made against the council.
[Appendix C]