

Sawbridgeworth Town Council

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MAYOR
Cllr Greg Rattey
TOWN CLERK
Christopher Hunt

To: Cllrs Alder, Burmicz, Chester, Furnace, Parsad [Cllr Rattey]

AMENITIES COMMITTEE

You are invited to attend a meeting of this committee which will take place on **Monday 14th February 2022 at 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
8th February 2022

AGENDA

- A21/25 APOLOGIES FOR ABSENCE**
[👏] To receive any apologies for absence
- A21/26 PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Amenities Committee.
- A21/27 DECLARATIONS OF INTEREST**
To receive any Declarations of Pecuniary Interest by Members
- A21/28 MINUTES**
[📄] [👏] To approve as a correct record the draft minutes of the Committee Meeting held on **Monday 11th October 2021 (A02)**

To attend to any actions from the previous meeting.
 - email to be sent to local schools and groups to explore selling or donating old mound slide. JS
- A21/29 ALLOTMENTS**
[📄] To receive Allotment Officers Report and discuss matters relating to Allotments.
- A21/30 CEMETERY**
To note and discuss matters relating to the Town Cemetery

A21/31 FOOTPATHS & OPEN SPACES

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

A21/32 OPERATIONS

To receive, note and discuss matters relating to Operations

- Sawbobus funding, Essex have offered £4000 support for the Scheme 2022/23
- Public Toilets Bell Street
- New Ranger to be advertised

A21/33 ECO-AUDIT WORKING PARTY

[📄]

To receive the notes from the Eco-Audit Working Party meeting held on the 22 March 2021 and consider recommendations.

A21/34 ITEMS FOR FUTURE AGENDAS

To note items for future agendas

SAWBRIDGEWORTH TOWN COUNCIL

AMENITIES COMMITTEE

Minutes

of the meeting of the Amenities Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 20:00 hrs on **Monday 11th October 2021**.

Those present

Cllr John Burmicz

Cllr Angela Alder

Cllr Craig Chester

Cllr Annelise Furnace

Cllr Greg Rattey

In attendance:

Christopher Hunt Town Clerk

J Sargent – Town Projects Manager

A21/25 APOLOGIES FOR ABSENCE

Cllr Coysten absent

Cllr Nathan Parsad apologies sent

A21/26 PUBLIC FORUM

There were no members of the public present and no questions were made on matters within the remit of the Amenities Committee.

A21/27 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members

A21/28 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on **Monday 28 June 2021** (A01)

[prop Cllr Alder; secd Cllr Furnace]

Action - Appoint to vacancy, replace Cyril Lumley to reinstate service to 5.5 days per week.

Clerk updated that new drivers appointed and bus running on full schedule

There were no further matters arising from these Minutes and not dealt with elsewhere on this Agenda.

A21/29 ALLOTMENTS

Received and noted Allotments Officer Report

- Cllr Alder thanked allotments officer for the detailed report

A21/30 CEMETERY

Cemetery Officer Report was given verbally

- Memorial trees and plaques are increasing in price and the trees do incur a maintenance cost. Due to this, prices will be increased to £425 for a tree and small plaque and £450 for a tree with a larger plaque.
- Cllr Alder raised a question to the Spinney maintenance, £10,000 has been budgeted and contractor will commence work in the near future.

A21/31 FOOTPATHS & OPEN SPACES

- West Road play area slide and mound has been removed due to safety issues and vandalism. A new slide has been ordered and waiting on delivery, old slide in storage and can be sold or given to local group with suitable ground to place it on.

ACTION – email to be sent to local schools and groups to explore selling or donating old mound slide. **JS**

- West Road Park has flooded for the first time in over ten years and ground staff could not complete grass cutting. This has been raised with Cllr E Buckmaster and will be monitored as the Sawb 2 and Sawb 3 development build continues.

A21/32 OPERATIONS

To receive, note and discuss matters relating to Operations

- Sawbobus is waiting repairs to the larger bus as the step is currently not working and a motor has been ordered and waiting on delivery and fitting. The spare bus is in use and service has not been interrupted from this repair or the shortage of fuel from the recent shortages.

A21/33 ECO-AUDIT WORKING PARTY

Received and noted – Eco Audit Report

- Cllr Furnace reports that Bob Reed has had six people contact him since the Eco webinar presentation and Councillors will support any further work going forward.
- Cllr Alder mentioned how good the West Road telephone box looks and this good work should be promoted and shared with other councils. The local paper has completed an article on the project and further photos will be circulated on social media.

Meeting ended at 20:40 hrs

Sawbridgeworth Town Council

Paper from the Allotments Officer

To: Amenities Committee
From: Laura Carter
Subject: **Allotment Report October 2021**
Date: 07 February 2022

Bellmead Allotment Gardens

Long overdue hedge maintenance was completed at the beginning of February, along with the clearing of brambles from an unoccupied plot.

The cleared plot has now been let to a new tenant.

Site is fully occupied.



Southbrook Allotment Gardens

A trial Allotment Community Bonfire is under discussion after advice was sought from local Fire Brigade by the Allotment Officer.
Date to be agreed between Allotment Association and Town Council.

Site fully occupied.

Vantorts Allotment Garden

Repairs have been completed to the entrance gate, making the site more accessible.

Site fully occupied



Bullfields Allotment Gardens

Ongoing contracted maintenance work to clear areas of the site to reduce the waiting list and reach full occupancy.

It is anticipated that the work will be completed by the end of this month. This timescale for completion is dependant of favourable weather.

Waiting List

Once all the work is completed at Bullfields Allotment Gardens over the next month it is anticipated that the waiting list will be satisfied, except for people waiting for specific sites/plots.

Eco-Audit Working Group Meeting via Zoom, 1 February 2022 at 12.00

Zoom meeting attendees: Cllrs Annelise Furnace, Eric Buckmaster and David Royle, Mrs Hazel Mead, Mr Bob Reed, Mr Chris Hunt, Town Clerk, Ms Joanne Sargent, Town Projects Manager; notes taken by Cllr David Royle. Apologies from Cllr Nathan Parsad and Ms Sarah Brown.

1 STC Eco-Audit update (JS/CH)

- 3 Acorns: follow-up visit in February TBC; may not be possible to complete feedback report in full; delayed by Omicron; one-year utilities contract secured by Town Clerk but green options too expensive; additional wildflower area planned in the cemetery.
- EV chargers: revised target date is April pending the outcome of an EHDC funding bid; highest specification chosen to allow for future electric bus.
- Greening Campaign: agreed to revisit this later.

2 Citizen Science (BR)

- Pishiobury LNR: FOPP has put up information boards pending the EHDC ones (new CMS officer on board); what to look out for each month; audio trail; planned events: May picnic, tree identification (February), geology (March); posted on EHDC website for people to sign up.
- FOPP work party busy with hedge restoration alongside Footpath 26 from Springhall Lane; 400 hedge shrubs covering 80 metres in two rows to be planted in the autumn, funded by the Woodland Trust.
- Contacted John Haynes, MJ and SC Collins Farm Manager re Defra sustainable farming scheme. Awaiting response.
- Citizen science projects: lichens (covered in BS Independent); SPB bird watch (three people); next focus on the river working with Canal and River Trust (phosphates, pollution).
- Southbrook Allotments project: area identified for seeding; noticeboard set up; mini ponds work to follow and log pile; photos to follow (HM) plus WhatsApp group.
- Vlogs on YouTube.
- HCC update (EB): by 2030 1.2m trees, 800k hedge shrubs including on highways; 100k tree planting kits; tree sponsorships and Crowdfunding (Includes Queen's Canopy).

3 Sustainable Sawbridgeworth update (DR/AF)

- Action plan derived following feedback from November showing of film 'Tomorrow': on afternoon/early evening of either 6 or 20 November at Bullfields, cycling sub-group now looking at potential leisure routes out of town to join up with Gilston/Harlow and Bishop's Stortford.
- Zoom event on Community Gardens held with Incredible Edible Todmorden (case study for the film Tomorrow) and Stansted Abbotts Walled Garden speakers; now need to identify possible sites in town (including allotments?). Further events on home composting/waste management, local/sustainable farming and practical session on home insulation/heat pumps, solar panels (EHDC scheme?), EVs etc. planned, plus Bell Street stalls (Clean Air Day etc.); leaflets and community noticeboard updates; liaison with schools.
- Christmas Lights lanterns: explore further and earlier this year (JS/SB) in conjunction with Gt St Mary's; workshop and parade; involve shops?
- Meeting with Tanya Pascual HCC Sustainability Team Engagement Officer to discuss their engagement events (schools' debate; Conference of the People; information hubs; interactive events map) and community group involvement.

4 EHDC Community Groups Update (DR)

- Monthly group with representatives from Sawbridgeworth, Bishops Stortford, Hertford and Buntingford (Ware seems relatively inactive).
- DR has been pushing for shared network information across East Herts and county plus forum/conference opportunity to share good practice.
- Important to link community group agendas towards meeting net zero targets with HCC/EHDC action plans plus the Hertfordshire Climate Change and Sustainability Partnership (HCCSP) strategic group, consisting of all 10 districts and the county council, plus the Local Enterprise Partnership.

5 AOB

Next meeting: TBC before Amenities meeting on 9 May; agenda items to AF

DR 010222