

# Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth  
Hertfordshire CM21 9AN  
Tel: 01279 724537



MAYOR  
Cllr Reece Smith

TOWN CLERK  
Christopher Hunt

e-mail: [info@sawbridgeworth-tc.gov.uk](mailto:info@sawbridgeworth-tc.gov.uk)  
web: [www.sawbridgeworth-tc.gov.uk](http://www.sawbridgeworth-tc.gov.uk)

Cllrs E Buckmaster; R Buckmaster;  
Furnace; Newell; Pagdades; A Parsad-Wyatt; N Parsad-Wyatt; Penney; Rattey;  
Rider; R Smith; S Smith

## MEETING OF THE TOWN COUNCIL

You are summoned to attend the meeting of the town council to be held at Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 24th February 2025** commencing at **7pm** to transact the business set out in the agenda below.

Town Clerk  
17<sup>th</sup> February 2025

## AGENDA

Welcome by the Town Mayor followed by Thought for the Day.

- 24/128**      **APOLOGIES FOR ABSENCE**  
[👏]              To receive any apologies for absence
- 24/129**      **DECLARATIONS OF PECUNIARY INTEREST**  
To receive any Declarations of Pecuniary Interest by Members
- 24/130**      **PUBLIC FORUM**  
To receive representations from members of the public on matters within the remit of the Town Council.
- 24/131**      **MINUTES**  
[📄] [👏]        To approve as a correct record the minutes of the Meeting of the town council held on 27<sup>th</sup> January 2025 (M07)  
[Attached Appendix A]
- To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda.

Action	Owner	Update
To submit the draft letter to the District Council and add a question on why the recent government funding for the pool had not been successful to the County Council.	Clerk	Completed
To contact the police regarding the	Cllr	Completed

faulty street lights in Station Road due to the danger it poses to pedestrians.	Salvatore Pagdades	
To rewrite the Grant Applications policy.	Clerk	Completed
To add a nomination for the vacancy on the next full town council agenda for the planning committee.	Clerk	Completed

**24/132 PLANNING COMMITTEE**

[📎] **To receive and note** the minutes of the Planning Committee held on 27<sup>th</sup> January 2025 (P13) *[Attached Appendix B]*

[📎] **To receive and note** the draft minutes of the Planning Committee held on 10<sup>th</sup> February 2025 (P014) *[Attached Appendix B]*

**24/133 LEVENTHORPE SWIMMING POOL**

[📎][📎] Update following writing to Herts County and East Herts District Councils enquiring how parents and schools may be compensated for any extra costs that maybe met in sending children to alternative locations for lessons.  
*[Responses attached Appendix C]*

**24/134 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

To receive mayor's appointments and communications

**24/135 REPRESENTATIVES REPORTS**

[📎] To receive representatives reports from:

- County Councillor
- District Councillors
- Hertfordshire Police
- Other Representatives
  - Cllr R Buckmaster SYPRC, RHSO
  - Cllr A Furnace Sustainable Sawbridgeworth
  - Cllr S Penney Sports Association
  - Cllr S Smith The Hailey Centre

*[Attached Appendix D]*

**24/136 TOWN ACTION PLAN AND AMENITIES COMMITTEE**

[📎] To Receive draft minutes, from the Town Action Plan and Amenities Committee 10<sup>th</sup> February 2025 (T03)  
*[Attached Appendix E]*

**24/137 POLICY MATTERS**

To consider any matters relating to policies for the future development of Town Council services to the community.

- [📎][👤]
- To approve and adopt the draft document, Policy Document, Grants.

*[Attached Appendix F]*

**24/138 TOWN CLERK REPORT**

[📎] To receive and note the Clerk's report for the month of February 2025.  
*[Attached Appendix G]*

- 24/139 TOWN PROJECT MANAGERS REPORT**  
To receive and note the Town Project Managers report for the month of February 2025. Verbal update from the Clerk in the absence of the officer.
- 24/140 WINTER ROAD TREATMENT**  
[📎] To receive an update from the town Clerk on the winter road treatment in Bell Street and access to the Doctors Surgery.
- 24/141 FINANCIAL REPORT**  
To note the current Financial Report  
*[Attached Appendix H]*
- 24/142 ACCOUNTS FOR PAYMENT**  
To note and approve accounts for payment
- 24/143 ITEMS FOR FUTURE AGENDAS**  
To note any items for future agendas.

Members of the Public and the Press are cordially invited to attend all meetings of the Council and its Committees.

# Appendix A

# SAWBRIDGEGWORTH TOWN COUNCIL

## MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at 7:00pm in the Council Chamber, Sayesbury Manor, Bell Street on **Monday 27<sup>th</sup> January 2025**.

### Those present

Cllr E Buckmaster	Cllr Nathan Parsad-Wyatt
Cllr R Buckmaster	Cllr Simon Penney
Cllr Annelise Furnace	Cllr Greg Rattey
Cllr Dawn Newell	Cllr John Rider
Cllr Salvatore Pagdades	Cllr Reece Smith
Cllr Angus Parsad-Wyatt	

In attendance:

Town Clerk	3 x Members of the public
Lisa Nolan Finance Officer	

Welcome by the Town Mayor.

Address and Prayer from Rabbi Irit Shillor marking Holocaust Memorial Day eighty years after the liberation of the Auschwitz-Birkenau concentration camp.

Thought for the day was read by Cllr Salvatore Pagdades.

### 24/105 APOLOGIES FOR ABSENCE

Cllr Steve Smith  
*[prop Cllr Angus Parsad-Wyatt; sec'd Cllr Nathan Parsad-Wyatt]*

### 24/106 DECLARATIONS OF PECUNIARY INTEREST

No declarations of pecuniary interest were declared.

### 24/107 PUBLIC FORUM

Q1. Members were asked if enquiries had been made regarding the size of the delivery lorry being used at Morrisons.  
The Clerk stated he had written to customer complaints and was waiting for an answer from the area manager. He had chased this last week.

Q2. Could the size of lorries accessing Bell Street be restricted?  
The Clerk stated that if a weight restriction was put in place, it would not resolve the issues as delivery lorries were exempt.  
Cllr E Buckmaster stated the road and pavement were too narrow to place roadside furniture to restrict lorry sizes gaining access.

### 24/108 MINUTES

**Resolved:** To approve as a correct record the minutes of the meeting of the town council held on 28<sup>th</sup> October 2024 (M05)  
*[prop Cllr Salvatore Pagdades; sec'd Cllr Annelise Furnace]*

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

Action	Owner	Update
To write to Morrisons	Clerk	3 emails sent, customer services have

<i>regarding using smaller delivery vehicles and for them to reassess delivery times.</i>		<i>acknowledged the issue and are seeking a response from the area manager. Chaser email sent 17<sup>th</sup> Jan 2025</i>
<i>To email two questions to Cllr Eric Buckmaster, from Cllr Annelise Furnace and Cllr Salvatore Pagdades.</i>	<i>Clerk</i>	<i>Emailed 26/11/24 Cllr Eric Buckmaster has emailed a response to Cllr Annelise Furnace.</i>
<i>To ask the local policing team if any further protection was going to be put in place to protect the new cash point at the Nationwide bank to stop it being stolen again?</i>	<i>Cllr Salvatore Pagdades</i>	<i>Email sent 26/11/24 Bank visited by PC Marshall and bank are satisfied with the security arrangements.</i>
<i>To circulate the URL for the air quality monitoring results on the East Herts website</i>	<i>Cllr Annelise Furnace</i>	<i>Completed – email sent 26/11/24</i>
<i>To send a further email to East Herts Council regarding the cost to use the car park for the town market.</i>	<i>Clerk</i>	<i>Email sent 26/11/24 Email received with costs being £148.40 per day</i>
<i>To inform business owners of their responsibility to clear snow and ice, and to explain the legal position that supports them in doing so.</i>	<i>Clerk</i>	<i>26/11/24 Letter compiled and email request to Cllr Greg Rattey and Joanne Sargant to assist in delivering information to local businesses.</i>
<i>To collate a 106-funding wish list and to send this on to the planning committee.</i>	<i>Clerk</i>	<i>Email sent 26/11/24 to all Cllr's to respond by 10<sup>th</sup> December 2024. Cllr Annelise Furnace has responded.</i>

24/109

**PLANNING COMMITTEE**

**Received and noted:** the minutes of the planning committee held on 25<sup>th</sup> November 2024 (P11)

**Received and noted:** the draft minutes of the planning committee held on 13<sup>th</sup> January 2025 (P012)

**24/110 LEVENTHORPE SWIMMING POOL**

**Resolved** the Clerk to write to East Herts District Council and County Council requesting how Sawbridgeworth schools and pupils parents will be compensated for the extra expenses faced to attend swimming lessons in Bishops Stortford.

*[prop Cllr Angus Parsad-Wyatt; sec'd Cllr Ruth Buckmaster]*

**ACTION** – the Clerk to submit the draft letter to the District Council and add a question on why the recent government funding for the pool had not been successful to the County Council.

Further discussion was held around the viability to keep the pool open, Cllr Annelise Furnace asked if a business case could be made and further enquiries made with companies to support the reopening.

Cllr Angus Parsad-Wyatt explained an independent company has been contacted and all the relevant information passed to them to consider a plan to reopen the pool. This has not come to fruition yet. The school will now need to secure the pool and drain it to ensure safety which will be at a significant cost. This will also impact on the cost to reopen the pool. Cllr Eric Buckmaster said that it would be in the schools interest to remain with the joint agreement with East Herts District Council so they both share the cost of re-opening or decommissioning the pool.

Cllr Dawn Newell stated the pool had been left and it was falling in to disrepair already.

Cllr John Rider stated in reality the pool has been lost and there were issues at Grange Paddocks due to parking and the facility. He feels the County Council should mitigate the expense faced by parents to allow children to swim.

**24/111 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

To receive new Mayor's appointments and communications

Cllr Reece Smith advised

- Attended Suzuki event where children attend and graffiti two new cars and the cars are left for a month in the show room.
- Attended the scouts cooking competition with the deputy Mayor Cllr Salvatore Pagdades.
- Attended the Christmas lights switch on and he thanked the council staff for their work in organising.
- He attended a local art exhibition.
- Attended the 'Lights of Love' event.
- Hosted an award ceremony for the Christmas competition winners.
- Attended the council chamber for the start of the Rivers Orchard 300 anniversary evening
- Attended F&B school for tea and cake with year 1 students.
- Attended the opening of two new Gyms on Redricks Lane.
- Attended a local business at the Maltings, Shanara's Kitchen.
- Attended Wassal at the Rivers Orchard

**24/112 REPRESENTATIVES REPORTS**

**Received and noted:** Representatives reports from:

County Councillor Eric Buckmaster

- Mentioned the county council budget that he had been working on with directors which totals 1.2 billion pounds. Demand on social care for families and children is rising and underfunded and makes up the larger demand on the budget. There will be a 5% increase which is the maximum the County Council can apply for.
- Touched on devolution and re-organisation that will be worked on

this year with tight deadlines.

- Footpath 9 is included on a priority for the LCWIP and will be included for funding regarding the resurfacing.
- The 20mph in the North East of the town has been agreed and will be implemented soon
- Roads and pavements have been and continue to be resurfaced one larger scheme will be West Road.
- Proposed charges for car parking have been produced and 1 to 2 hours will be increased by at least 50% but the all day charging reduced.
- Has requested a combined waste management enforcement team across the County. He was informed East Herts was second lowest area with fly tipping offences in the county.

Cllr Salvatore asked if motorists were being targeted by the district council. Cllr Eric Buckmaster stated he was aware that an idea was discussed on charging blue badge holders for parking but this had not gone any further.

Cllr Greg Rattey asked in relation to the proposed increase in parking charges does anyone in the District Council come to Sawbridgeworth. He felt that tariffs were put on that supported the larger towns of Hertford and Bishops Stortford. Sawbridgeworth was made up of small local traders and the increase was at the detriment of traders. Cllr Eric Buckmaster agreed and stated this was wrong that the areas are not considered independently.

Cllr Angus Parsad-Wyatt agreed that the focus on the one and two hour parking was the majority of the users in Sawbridgeworth and he will also be asking questions at district regarding this. He also mentioned the street lighting in Station Road as the lamps were not working and was dangerous.

Cllr Eric Buckmaster stated it was a power supply issue which was being investigated.

Cllr Angus Parsad-Wyatt asked if Cllr Salvatore Pagdades could raise this with the police due to the danger this posed for pedestrians.

Cllr Dawn Newell raised the same issue along the High Wych Road from the allotments towards the hospital but no lamps were fitted along this section of road.

Cllr Annelise Furnace raised from the report that bus use had increased but the area was lower than the average for EV use. This could relate to the lack of EV charging availability and the CO-OP were looking at fitting EV points.

The Clerk responded that this was not possible for logistics reasons due to the location of the stores car park. East Herts are close to awarding a contract to a company to fit charges in the area.

**ACTION** Cllr Salvatore Pagdades to contact the police regarding the faulty street lights in Station Road due to the danger it poses to pedestrians.

Cllr Ruth Buckmaster

Referred to her report and the recent planning decision to reconsider an application for 22 houses and a medical centre in Buntingford.



Cllr Angus Parsad-Wyatt

Stated he had attended a full District Council meeting in December and has a standards committee meeting tomorrow.

Cllr Salvatore Pagdades

Read the police report for the month highlighting recent arrests for retail crime which relates to the new policing priority and conviction of a male Lawrence Cash for breaking into the Sawbobus and other crimes in July 2024.

He has joined the Community Safety Partnership Board to represent Sawbridgeworth at this strategic meeting which includes the Police and Fire and Rescue. He thanked Cllr Simon Penney for his work in relation to a fly tipping offence at the Maltings which has agencies involved with information to identify offenders.

Cllr Ruth Buckmaster

RHSO update, recent stall selling apple juice at the end of the car park in Bell Street and had several near misses with pedestrians due to people parking opposite the car park exit.

27<sup>th</sup> January was the launch of the 300 year anniversary of the Rivers Orchard with an event in the Council Chamber.

Last Saturday was the Wassal event in the orchard with a special song written for the event.

Cllr Salvatore Pagdades

SYPRC updated that the planned extension was now looking like it would not go ahead due to the funding gap and cost of materials.

Leventhorpe School have selected SYPRC as their charity this year and raised £5000. The Repair Café continues and further events are being sought to use the location.

Cllr Eric Buckmaster stated the funding from the 106 grant was £200,000 short of what is required but alternatives were being looked at to stop the money being lost.

Cllr Annelise Furnace

Held an Energy Hub last Saturday with over 40 engagements with members of the community with in depth conversations being held and information passed regarding retrofitting guide.

A survey was also held regarding energy and the top two reasons for change were to save money and reducing climate impact.

The Repair Café was also held with a fix rate of 60% and a further 20% if spare parts are fitted.

Mention was made to Corrine Lewis for her work at the Repair Café and Tidy Up Sawbridgeworth. She has been nominated for a green award with the Bishops Stortford Independent awards evening.

Cllr Simon Penney said he would look at producing predicted time series with the data from the air scan dashboard and weather data. This information could be put onto an app for people to access.

Cllr Annelise Furnace stated the Clerk had contacted the company regarding the air scan dash board and if they can offer some training on the data to councillors and members of Sustainable Sawbridgeworth.

Cllr Eric Buckmaster added that solar together were being relaunched and made available to offer advice and a quotation to fit solar panels at a competitive price for Hertfordshire residents.

Cllr Simon Penney

No update from the sports association but also visited the new gyms mentioned by the Mayor and Skill at Arms at the same location and

wanted to highlight these local businesses.

Cllr Steve Smith

No report this month

- 24/113 FINANCE AND POLICY COMMITTEE**  
*Received and Noted* the minutes of the Finance and Policy Committee held on 17<sup>th</sup> January 2025 (F03)
- 24/114 POLICY MATTERS**  
To consider any matters relating to policies for the future development of Town Council services to the community.
- **Resolved** to approve and adopt the draft document, Financial Regulations 2025, following the recommendation from the members of the Finance, Policy and Economic Development Committee.  
*[prop Cllr Nathan Parsad-Wyatt; sec'd Cllr Greg Rattey]*
  - **Resolved** to approve the draft document, Risk Assessment 2025-2026. following the recommendation from the members of the Finance, Policy and Economic Development Committee. Document endorsed by the Chair, Cllr Reece Smith and the Clerk.  
*[prop Cllr Nathan Parsad-Wyatt; sec'd Cllr Angus Parsad-Wyatt]*
- 24/115 TOWN CLERK REPORT**  
*Received and noted:* the clerk's report for the month of January 2024. This related to the budget whereby several areas of scrutiny had been applied to the functions and events of the town council which were matched against the predicted revenue and expenditure for 2025/26.
- 24/116 BUDGET 2025-26 & DETERMINATION OF PRECEPT**
1. **Resolved** to adopt a Budget for 2025-26 as recommended by the Finance and Policy Committee.  
*[prop Cllr Eric Buckmaster; sec'd Cllr Nathan Parsad-Wyatt]*
  2. **Resolved** to determine the Precept for 2025-26 and instruct the principal authority accordingly.  
*[prop Cllr Eric Buckmaster; sec'd Cllr Ruth Buckmaster]*
- 24/117 TOWN PROJECTS MANAGER REPORT**  
*Received and noted:* the Town Project Managers report for January 2025
- 24/118 SAWBRIDGEWORTH TOWN MARKET**  
The Clerk updated that the Market will be explored on the return of the Project Manager to full hours.
- 24/119 WINTER ROAD TREATMENT**  
The Clerk updated that due to the milder weather no treatment had been made but the weather was monitored daily by the Rangers.
- 24/120 DETERMINATION OF A MAYOR-ELECT**  
**Resolved** Cllr Salvatore Pagdades designated as Mayor-elect for the civic year 2025-26. Election of a mayor to be determined by resolution at the Annual Meeting of the Town Council in May 2025.  
*[prop Cllr Ruth Buckmaster; sec'd Cllr Angus Parsad-Wyatt]*

**24/121 GRANT APPLICATIONS**

To consider grant requests made by the following:

1. Sawbridgeworth Cricket Club – Mower and roller replacement

**Resolved** to award £500

*[prop Cllr Angus Parsad-Wyatt; sec'd Cllr Ruth Buckmaster]*

2. Hertfordshire Police - warrant card holder, a police pocket notebook, pencil and certificate.

**Resolved** to award £500

*[prop Cllr Nathan Parsad-Wyatt; sec'd Cllr Simon Penney]*

Further debate was had over the awarding of the funds and Cllr Eric Buckmaster felt it would be prudent to re-write the policy to indicate the applicants from the funding in July so these could be reconsidered if there were funds still available in the final round in January.

**ACTION** – The Clerk to rewrite the Grant Applications policy.

**24/122 FINANCIAL REPORT**

**Received and noted:** The current Financial Report

**24/123 ACCOUNTS FOR PAYMENT**

**Noted and Approved:** Accounts for payment.

**24/124 NOMINATION FOR PLANNING COMMITTEE VACANCY**

**Resolved** – Cllr Salvatore Pagdades to be appointed as the replacement member for the Planning Committee due to a current vacancy.

*[prop Cllr Ruth Buckmaster; sec'd Cllr Nathan Parsad-Wyatt]*

**24/125 ITEMS FOR FUTURE AGENDAS**

Cllr Ruth Buckmaster requested that the next full town council meeting agenda includes a nomination for a Councillor to be nominated for a vacancy on the Charity Trust Board.

**ACTION** – The Clerk to add a nomination for the vacancy on the next full town council agenda.

**24/126 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 agenda item.

*[prop Cllr Nathan Parsad-Wyatt; sec'd Cllr Angus Parsad-Wyatt]*

\*\*\*\*\* PART TWO \*\*\*\*\*

**24/127 FREEDOM OF SAWBRIDGEWORTH**

**Resolved** to award Mr Bob Reed for Freedom of the Town nominated by Mr David Royle.

*[prop Cllr Annelise Furnace; sec'd Cllr Eric Buckmaster]*

*Meeting ended at 8:52pm*

Action	Owner	Update
To submit the draft letter to the District Council and add a question on why the recent government funding for the pool had not been successful to the County Council.	Clerk	
To contact the police regarding the faulty street lights in Station Road due to the danger it poses to pedestrians.	Cllr Salvatore Pagdades	
To rewrite the Grant Applications policy.	Clerk	
To add a nomination for the vacancy on the next full town council agenda.	Clerk	

Signed.....

Date.....

# Appendix B

# SAWBRIDGEWORTH TOWN COUNCIL

## PLANNING COMMITTEE

### Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 27 January 2025** at 8.55pm.

#### Those present

**Cllr Ruth Buckmaster**  
**Cllr Nathan Parsad-Wyatt**

**Cllr Angus Parsad-Wyatt**  
**Cllr Simon Penney**

In attendance:  
C Hunt – Town Clerk  
L Nolan – Planning Officer

Cllr Pagdades

- P 24/115      APOLOGIES FOR ABSENCE**  
To receive and approve any apologies for absence. Apologies received from Cllr S Smith (work commitments) and accepted [*prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster*]
- P 24/116      ELECTION OF COMMITTEE MEMBER**  
To elect a committee member following the resignation of Cllr Rider. Cllr Salvatore Pagdades was proposed at the full town council meeting (M07 250127 – item 24/124) by Cllr R Buckmaster and seconded by Cllr N Parsad-Wyatt. Voted & agreed. Cllr N Parsad-Wyatt welcomed Cllr Pagdades.
- P 24/117      PUBLIC FORUM**  
To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.
- P 24/118      DECLARATIONS OF PECUNIARY INTEREST**  
To receive any Declarations of Interest by Members. Cllr R Buckmaster declared a non-pecuniary interest in application 3/24/2263/FUL – Dorringtons Limited, Saton Road.

**P 24/119 MINUTES**

**Resolved:** To approve as a correct record the minutes of the Meeting held on:

- 13 January 2025 (P12) [*prop Cllr R Buckmaster; secd Cllr Penney*]

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

**P 24/120 S106 PRIORITIES**

To compile and review the suggested funding points from Section 106 funds, which are contributions from developers to support the costs of new community and social infrastructure in the town.

**P 24/121 NEIGHBOURING DEVELOPMENTS**

To report & receive updates on proposed neighbouring developments.  
None received.

**P 24/122 PLANNING APPLICATIONS RECEIVED FROM EHDC**

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

---

**3/24/2286/HH 15 Brook Road, CM21 9HA**

[Demolition of conservatory and detached garden room. Erection of single storey rear extension and detached store room. Alterations to rear patio land levels and alterations to fenestration](#)

**STC Comment:** No objection in principle however urge applicant to address neighbouring property's concerns [*prop Cllr R Buckmaster; secd Cllr Penney*]

---

**3/24/2314/VAR Land off Spellbrook Lane West, CM23 4AY**

[Variation of conditions 15 \(energy/climate change\) and 18 \(biodiversity gain plan\) pursuant planning permission 3/22/0289/FUL dated 03.05.2022 \(for: Erection of two detached four bedroom dwellings with detached 3 bay garages, driveways and landscaping\). The amendments include addition of air source heat pumps, change Biodiversity Gain from onsite to offsite offsetting, propose separate condition for bat and bird boxes](#)

**STC Comment:** No objection [*prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster*]

---

**3/25/0058/HH Inglis, Spellbrook Lane West, CM23 4AY**

[Insertion of 2 windows to flank elevations](#)

**STC Comment:** No objection [*prop Cllr N Parsad-Wyatt; secd Cllr Pagdades*]

---

**P 24/123 LATE PLANNING APPLICATIONS**

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 24 January 2025.

---

**3/24/2263/FUL Dorringtons Limited, Station Road**

Erection of packing building, re-location of emergency generator and associated enclosure and creation of a retaining wall

**STC Comment:** No objection [*prop Cllr Penney; secd Cllr A Parsad-Wyatt*]

---

---

**3/25/0087/HH**            **16 Newton Drive, CM21 9HE**  
Erection of single storey rear extension  
**STC Comment:** No objection [*prop Cllr R Buckmaster; secd Cllr A Parsad-Wyatt*]

---

**3/25/0109/HH**            **Firleighs, 72 Pishiobury Drive, CM21 0AF**  
Creation of new entrance, conversion of garage to habitable room with insertion of door to flank elevation, external alterations and erection of cladding  
**STC Comment:** No objection [*prop Cllr Pagdades; secd Cllr R Buckmaster*]

---

**P 24/124**            **PLANNING DECISIONS MADE BY EHDC**  
To receive Planning Decisions from EHDC.

---

**3/24/0668/FUL**            **15 Cambridge Road, CM21 9JP**  
Demolition of existing dwelling property and outbuildings. Erection of two blocks comprising a total of 5 flats and 2 one and a half storey dwellings with parking, access and landscaping  
**STC Comment:** We raise concerns relating to highways and access, loss of trees and biodiversity, lack of green space, sustainable materiality/energy consumption and neighbouring amenity  
**EHDC Decision:** Granted

---

**3/24/1988/HH**            **Fairswell, 25 Vantorts Road CM21 9NA**  
Erection of single storey side garage extension (retrospective)  
**STC Comment:** Dislike retrospective applications however no objection in principle  
**EHDC Decision:** Granted

---

**3/24/2156/CUAPN**        **East Barn, Redricks Farm, Redricks, Lane, CM21 0RL**  
Change of use of agricultural building to class E (g)(i) office  
**STC Comment:** No objection  
**EHDC Decision:** Prior approval is Required and Granted Subject to Conditions

---

**3/24/2219/HH**            **40 East Park, CM21 9EX**  
Conversion of garage to habitable room. Single storey side extension. Erection of external wall insulation with render finish to garden room. Raising of garden room roof and alterations to fenestration to flank elevation  
**STC Comment:** No objection  
**EHDC Decision:** Granted

---

**P 24/125**            **PLANNING APPEALS**  
To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 9.06pm



# SAWBRIDGEWORTH TOWN COUNCIL

## PLANNING COMMITTEE

### Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 10 February 2025** at 7:00pm.

#### Those present

**Cllr Ruth Buckmaster**  
**Cllr Nathan Parsad-Wyatt**  
**Cllr Simon Penney**

**Cllr Angus Parsad-Wyatt**  
**Cllr Salvatore Pagdades**  
**Cllr Steve Smith**

#### In attendance:

C Hunt – Town Clerk  
L Nolan – Planning Officer  
Cllrs Furnace, Rider & Newell

2 Members of Public

- P 24/126      APOLOGIES FOR ABSENCE**  
To receive and approve any apologies for absence. None received – all present.
- P 24/127      PUBLIC FORUM**  
To receive representations from members of the public on matters within the remit of the Planning Committee. Residents of Rowan Walk expressed an interest in the committee's views on Premises Licence Application 25/0115/PL – see Agenda item P 24/132.
- P 24/128      DECLARATIONS OF PECUNIARY INTEREST**  
To receive any Declarations of Interest by Members. There were none.
- P 24/129      MINUTES**  
**Resolved:** To approve as a correct record the minutes of the Meeting held on:  
• 27 January 2025 (P13) [*prop Cllr A Parsad-Wyatt; secd Cllr Pagdades*]
- To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.

**P 24/130 S106 PRIORITIES**

To compile and review the suggested funding points from Section 106 funds, which are contributions from developers to support the costs of new community and social infrastructure in the town.

**P 24/131 NEIGHBOURING DEVELOPMENTS**

To report & receive updates on proposed neighbouring developments. Cllr R Buckmaster reported that she had attended the Gilston Master Planning meeting and that although the development would be going ahead there would “not be another spade in the ground for 3-5 years”. Cllr Penney enquired when the Eastern Stort Crossing would be implemented – Cllr R Buckmaster responded to say “not until 3,000 homes were occupied”.

**P 24/132 KNIGHT STREET PREMISES LICENCE APPLICATION**

**To Resolve** if the committee deem it in the interest of the community to formally object to the premises license application for 28 Knight Street – Cllr N Parsad-Wyatt to formulate official response to be submitted to EHDC [prop Cllr A Parsad-Wyatt; secd Cllr R Buckmaster]

**P 24/133 PLANNING APPLICATIONS RECEIVED FROM EHDC**

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

---

**3/24/2311/HH 33 Wychford Drive, CM21 0HA**

Single storey side/rear extension with pitched roof and rooflight window abutting the single storey side projection. Part first floor side extension over existing single storey side projection. New side facing rooflight window in the single storey side projection

**STC Comment:** No objection [prop Cllr R Buckmaster; secd Cllr S Smith]

---

**P 24/134 LATE PLANNING APPLICATIONS**

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 7 February 2025.

---

**3/24/2290/HH 29 Wychford Drive, CM21**

Removal of rear conservatory. Construction of two storey, part single storey and part first floor rear extension, new first floor side windows, pitched roof added to single storey front projection, garage conversion, replace garage door with front window and render, alterations to fenestration and addition of render

**STC Comment:** No objection [prop Cllr A Parsad-Wyatt; secd Cllr Penney]

---

**3/25/0083/FUL Land Adj 21-23 Bullfields, CM21 9DE**

Demolition of garage. Erection of two storey side extension creating retail unit (class E a) at ground floor and residential flat (class C3) at first floor. Re-paving for front parking area with associated cycle parking. Single storey rear extension, fencing, installation of Air Source Heat Pumps

**STC Comment:** No objection – support the installation of EV charging point in the town [prop Cllr S Pagdades; secd Cllr A Parsad-Wyatt]

---

---

**3/25/0109/HH            Firleighs, 72 Pishiobury Drive**

Creation of new entrance and alterations to pitch roof. Conversion of garage to habitable room and replacement of garage door with window. Insertion of door to flank elevation. New sliding door to rear elevation. Alterations to fenestration. External alterations and erection of cladding

**STC Comment:** No objection [*prop Cllr R Buckmaster; secd Cllr S Smith*]

---

**P 24/135            PLANNING DECISIONS MADE BY EHDC**

To receive Planning Decisions from EHDC.

---

**3/24/1697/VAR            Fairswell, 25 Vantorts Road, CM21 9NA**

Variation of conditions 2 (Approved Plans) and 3 (Materials) pursuant to planning permission 3/21/0080/HH – Alterations and raising of roof. First floor extension and alterations to fenestration. To Retrospectively amend the proposed elevations to change the external materials and to amend the ground floor front and first floor side fenestration arrangements. Internal reconfigurations

**STC Comment:** No objection

**EHDC Decision:** Granted

---

**3/24/2145/VAR            Land Between 136 and 130 Sheering Mill Lane**

Variation of conditions 2 (Approved Plans) and 17 (Obscure glazed window) pursuant to planning permission 3/23/1534/FUL dated 28.03.2024 (for: Erection of dwelling and shed with creation of access, landscaping and associated works including alterations to land levels). The amendments include revised layout, adjustment to the eaves and allow for the first floor side (East and West) rooflight windows to be non-opening up to 1.7 meters above the floor level of the roof they are within

**STC Comment:** Concerned about the potential loss of a number of trees

**EHDC Decision:** Granted

---

**P 24/136            PLANNING APPEALS**

To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 7.32pm

# Appendix C

Children's Services  
Executive Director: Jo Fisher



PRIVATE AND CONFIDENTIAL  
TO BE OPENED BY ADDRESSEE ONLY  
Christopher Hunt  
[chris.hunt@sawbridgeworth-tc.gov.uk](mailto:chris.hunt@sawbridgeworth-tc.gov.uk)

Children's Services  
Hertfordshire County Council  
CHO 126  
Farnham House, Six Hills Way  
Stevenage, Herts SG1 2FQ  
[www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk)

Tel: 0300 123 4040  
My ref: TF/EC/TR/31036  
Date: 3 February 2025

Dear Mr Hunt,

**Re: Leventhorpe Swimming Pool**

Thank you for your letter of 28 January 2025 regarding the closure of the Leventhorpe pool.

Although we understand the concerns raised in your letter, unfortunately we are not able to provide additional funding to the schools concerned.

This is because the annual schools budget share allocated to each school is based on delivery of the curriculum including statutory subjects, which as noted includes swimming at primary age. Whilst the closure of these pools has led to a change in how this is delivered, as delivery of the curriculum is delegated to the governing bodies, the schools will need to continue to liaise with swimming providers and East Hertfordshire district council in order to ensure this element is provided.

We are unable to provide additional funding both due to the need to fund schools equitably across Hertfordshire and because we are not provided with funding for leisure facilities, including swimming pools, as part of our education funding. Provision of leisure facilities, including swimming, is a district/borough council responsibility, not an education one, and therefore we are unable to fund such facilities.

We understand that the exceptional funding request to the Department for Education was not approved for the following reasons:

- Funding for swimming pools was not deemed to be in scope of the exceptional circumstances policy;
- Education funding for secondary schools does not cover the provision of a swimming pool as it is not part of the secondary curriculum. If a secondary school which has a swimming pool is unable to ensure its financial viability working

alongside the local deliverer of leisure facilities (in this instance East Hertfordshire council) then the funding regulations for education dictate that those funds cannot be used for to support the costs of a leisure facility;

This is consistent with the previous decision by the Department, where notice was provided during 2023/24 that this element of the funding would not continue for the reasons above after March 2025. This was communicated to Leventhorpe and Chauncy schools at the time to enable sufficient time for the closure to be managed.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tony Fitzpatrick', with a horizontal line underneath.

**Tony Fitzpatrick**  
**Director, Education**

Dear Chris,

I hope you are well. Many thanks for your letter, and for raising your concerns. I absolutely appreciate and understand the importance of swimming, and its role for health and wellbeing, as well as being a critical life skill.

Before addressing your comments, it would be helpful to explain some of the background to the situation we find ourselves in. Hopefully it helps in understanding where we are now.

Until recently, East Herts District Council was responsible for operating five leisure facilities across the district. Two of these facilities, Hartham and Grange Paddocks, are wholly owned and operated by East Herts Council. The other three – Ward Freman, Fanshawe, and Leventhorpe, were all built on school sites, were until recently owned by Hertfordshire County Council, and all operated under a 'joint-use' agreement. These joint-use agreements date back to the 1970s and stipulated that the pools were to be available for protected school use for 40% of the time, and for the public the remaining 60% of the time. The 40% of the time was to be funded by Hertfordshire County Council (via Dept for Education), and the remaining 60% of the time by East Herts Council.

When the schools became academies, Leventhorpe and Fanshawe pools were transferred to ownership of the schools, while Ward Freman remained in ownership of Hertfordshire County Council.

In 2016/2017, East Hert council identified that all five facilities were aging and that a direction of travel was needed for what should happen going forward. It was around this time that many councils were running similar reviews of their leisure facilities, and a common approach to being able to provide financially sustainable swimming pools was to consolidate facilities. Rather than keeping many smaller centres operating – often at considerable financial loss – councils felt that fewer, larger facilities would be better able to generate enough revenue to stay open, compared to multiple loss-making facilities that would eventually all end up closing. It was against this backdrop that the then Conservative administration undertook a review of all five leisure facilities to decide the best next steps. The document, dated 18 July 2017, and presented by Councillor Eric Buckmaster, then Executive member for Health and Wellbeing, is well worth a read as it explains the full analysis and rationale for onward decisions. It can be found here:

<https://democracy.eastherts.gov.uk/documents/s40450/PART%201%20-%20Leisure%20Stratrgy.pdf?J=4>

As you will be able to see, Cllr Buckmaster's report analyses commercial and council swimming pool provision throughout the district and looks at journey times and other impacts of any changes. Various scenarios were considered but his assessment deemed investment in Hartham and Grange Paddocks would provide sufficient swimming facilities to meet the district's need, taking into account future growth. The administration accepted his report and adjusted its policy's accordingly.

Bearing in mind that this decision was taken in 2017, and we came into administration in May 2023, it is impossible to change a direction of travel set six years prior to our arrival, and at a time when multiple and significant investments were made elsewhere. Seven years on, the council is now in a very different position financially, including unfortunately, having much higher interest rates on its significant loans (for further information, there is a helpful explainer here:

<https://eastherts.greenparty.org.uk/2024/11/15/how-green-party-councillors-are-dealing-with-the-financial-black-hole-facing-east-herts-district-council/> ). When the DfE funding for pools came to an end last year, East Herts Council officers and members had several meetings and discussions with the schools, but in the end, neither Chauncy nor Leventhorpe school was in a position to fund the DfE shortfall, and neither were District or County councils.

In terms of your letter, you raise several concerns, including the increased travel time and cost, the challenges experienced by schools, and the risk to affordability to families. These are important considerations. You suggested that East Herts Council subsidises some of these costs.

I do genuinely appreciate and understand the additional burden of travel, both in terms of time and cost to families. It is incredibly upsetting to lose facilities that were on the doorstep, and to have to travel further for the same experience. Ideally, all towns ought to have access to local pools and leisure facilities. At the same time, you'll understand that district councils have huge financial challenges. I'm sure you are aware we have received year on year real terms cuts in funding from central government, with council tax increases simultaneously capped. These were not choices that I agree with, but we all have to now live with them. In addition, District councils like East Herts have significant statutory obligations, including requirements to introduce a weekly food waste collection and new waste recycling. This means that the council's waste contract costs have increased significantly. Multiple other costs have also increased, whilst the council's ability to fund these has not. In the most recent budget round, the administration has been tasked with cutting £2m in council spending in order to create a legally required balanced budget.

There are many things that, as an administration, we would love to be able to offer to residents, yet we simply don't have the finances to do so. You are correct to highlight that the national curriculum includes swimming, but at the same time, this is not a statutory requirement of the curriculum. Effectively, while central government is asking for it to be provided, it has made no financial provision to enable it to happen. If it was statutory then there could be a strong case for the schools and for Hertfordshire County Council to request central government funding to help cover the cost of lesson provision. Indeed, I suspect that it is precisely for this reason that government has not made swimming statutory. Meanwhile Cllr Sarah Hopewell, our Executive Member for wellbeing, has lobbied our new MP Josh Dean for help from the government with support for pools but so far we have not been successful. It is certainly an upsetting and frustrating situation for all.

As you will appreciate from my explanation, the district council is simply not in a position to be able to offer a financial subsidy to parents taking children for lessons. With much of your letter focused on children and school swimming, it could be worth approaching Hertfordshire County Council to see if they might be in a position to offer some of the support you've suggested, as they have responsibility for school transportation. However, I am also aware that they too are in a seriously challenged financial situation. I'm sure your County Councillor representative, Cllr Eric Buckmaster, would be able to advise.

I am aware that there was one organisation potentially interested in taking on the Leventhorpe pool facility, and I am hopeful that this could be a possible option for the pool. If I hear more, I will pass on that information.

Thank you once again for your letter, and if anything changes in terms of East Herts council finances, I am sure that members would be keen to explore options to help reduce financial hardship for families travelling to nearby pools.

Best wishes,

Ben

Cllr Ben Crystall  
Leader, East Herts Council



# Appendix D

## **E Buckmaster County Councillor Report February 2025**

### **A year of events and activities as Hertfordshire Libraries turn 100**

Hertfordshire County Council have announced the first in a series of events set to take place over the next year across all the county's 46 libraries to celebrate 100 years of the libraries service in Hertfordshire.

The programme of events has been created in collaboration with Hertfordshire's residents and library users and includes celebrations of literature and poetry, events for children, young people and families, theatre, comedy and much more. The year-long celebrations have been made possible through a successful funding bid to Arts Council England National Lottery Project Grants, for Marking a Milestone: 100 years of reading, discovery and connection.

Celebrations will begin at a launch event on Friday 28 February, marking exactly 100 years since the establishment of the countywide library service. The evening at Welwyn Garden City Library will feature speeches, an interactive session with a local artist, and the unveiling of the touring exhibition exploring the rich history of Hertfordshire libraries.

The events programme has been created in collaboration with residents who were asked what they most wanted to see as part of the celebrations. Responding to feedback from Baby Rhyme Time audiences, 10 libraries will host 'A Tale of Us' in 2025 for new and returning 'Rhyme Time' families. 'A Tale of Us' is a new play for parents, carers and their babies which celebrates the wonder, joys, and challenges of becoming a new parent.

Residents who asked for more family theatre events will be pleased that the 'Big Herts Hero Hunt' will tour eight libraries throughout 2025. This interactive theatre show for families explores Hertfordshire's wonderful heritage and invites children to discover the heroes of the future.

And those who wanted to explore the history of Hertfordshire will be able to visit a travelling exhibition from March 2025, alongside screenings of the 'Through the Decades' video commissioned as part of the centenary celebrations which brings 100 years of Hertfordshire's library service to life.

Other events and activities include:

- on Tuesday 4 March
- An evening with comedian and author Robin Ince at Hitchin Library on Thursday 6 March

- A 100-day Poetry Festival launching on Thursday 13 March featuring a poetry competition, interactive poetry workshops and open-mic nights
- A sharing of 'The Tree of Life', a new piece of children's dance theatre by award winning Sanskruti Dance company at Hertford Library on Wednesday 12 March
- In Conversation with John Connolly, multi-bestselling author of the thrilling Charlie Parker series at St Albans Library on Thursday 8 May
- A chance to take part in 'Herts Big Read' where libraries will recommend 10 titles each month to read and vote for your favourite

## My Locality Grant applications for past year

Grants allocated to local organisations from Cllr Eric Buckmaster		£5,974.00
Applicant organisation	Purpose	amount awarded
Hunsdon Scouts	Additional tent to accommodate the increase in youth membership	£300.00
Allens Green Association	improvements to hall	£250.00
Southbrook Allotments	towards planting Orchard	£300.00
Herts Young Mariners base	<u>Purchase ply, fibre glass chop mat, fixing kit and climbing holds.</u>	£150.00
Rivers Heritage Site and Orchard	300th Anniversary of Rivers Nursery and Orchard	£300.00
Sawbridgeworth Sports Association	process for finger posts to highlight sports clubs locations	£414.00
Wareside Parish Council	towards renovating telephone box to house defibrillator + book swap	£500.00
Citizens Advice East Herts	supporting residents in the Division	£300.00
Stanstead Abbotts Brownies	towards coach trip	£250.00
Small Acts of Kindness	Warm in Winter gift bags and Purple Pages information packs	£200.00
Sawbridgeworth Sports Association	costs for implementing finger posts to highlight sports clubs locations	£509.00
st andrews school Stanstead Abbotts	welly racks for primary school	£400.00
Grove Cottage	supporting activities	£250.00
Allsorts Dementia Group	for people with dementia to enjoy activity, entertainment and a hot lunch with trained support	£200.00
Future Living Herts	supporting survivors of Domestic Abuse	£250.00
Sawbridgeworth Town Council	winter road and pathway gritting treatment	£500.00
Bishops Stortford and Sawbridgeworth Breathe Easy	supporting a self help group of people with COPD and breathing issues	£200.00
Air cadets Squadron	towards replacing Squadron Banner	£500.00
Hertfordshire Music Service	Towards Hertfordshire Schools Gala	£201.00
	<b>Running Total</b>	<b>£5,974.00</b>

## Reuse Shops Dashboard Report

**2024 Q3** Date Issued: 29<sup>th</sup> January 2025

*This report provides a snapshot of the Reuse Shops performance and progress in Quarter 3 (October, November and December) 2024-5.*

**20,939 items reused**  
**132 tonnes diverted**  
**£118,405 gross sales\***



### Quarter 3 Overview

Stevenage Pop Up Reuse Shop has been closed from mid-November for a refurbishment, reopening in February. We also faced closures across the network due to seasonal staff sickness. Despite these closures, the gross sales and reuse tonnage rose compared to Q3 2023-24.

We have been promoting the Waterdale shop including: promotional posts on Watford area Facebook groups with a 65k reach (amplified by Watford Council) and a new sign on the roundabout at the entrance to Waterdale. With the shop staff's hard work sales have risen by more than £10k in comparison to the same quarter in 2023-4. This spring we will continue promotions with an advert in About Watford magazine, digital billboards on Watford high street, and promoting the Reuse Shops network at Redbourn car boot sale.



### Compliments and Complaints

This quarter we received four compliments and one complaint (stage 1 only).

Our compliments included:

"This is exactly how a reuse centre should be run. There's a constant turn around of good quality items. The staff are really friendly." (Harpenden)

"Nice place to pick up a bargain" (Waterdale)

"a perfect place to get a bargain" (WGC)

"Nice man in shop helpful" (WGC)

"Absolutely fantastic. I work for a local charity and get donated lots of arts and crafts materials as well as prizes. These are greatly appreciated by the learning disability community I work with. Thank you so much." (Ware)



\* Covers staff and equipment costs, service improvements and building maintenance.

## School Composting

In November we added an article to the Hertfordshire Schools Bulletin promoting our free composters and kitchen caddies for schools. We were inundated with requests, with 60 schools eager for items to boost food recycling at their school.

As part of our offer to schools, EnVar, one of our organic waste treatment contractors, have offered free bags of compost to schools in Hertfordshire. We have promoted this throughout the county. So far, they have delivered 14 Bags, and have received orders from 53 schools for a total of over 100 bags of compost!



## Community Donations Feedback

This quarter we introduced a feedback form to evaluate our Community Donations scheme, looking firstly at items donated to households in need.

We only have a small sample of feedback so far but the early feedback is positive and correlates with our belief that the Community Donation scheme improves outcomes for residents and addresses furniture poverty.

- 75% of households feel 'very satisfied' with the service.
- 37% of respondents felt that their mental health was improved by having received Community Donation items.
- 37% felt that receiving these items had increased their independence and freedom.

Some other early pieces of feedback:

"The items were given to service users. Feedback from them was they were very grateful and made a big change."

"Staff very helpful at the Reuse shop."

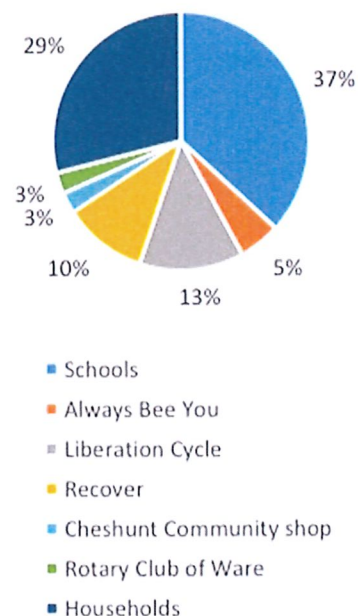
"Much appreciated by a refugee family"

## Community Donations

Our Community Donations Scheme donates items from the Reuse Shops to charities, schools, community groups and households in need throughout the county. This allows us to keep even more items out of the waste stream, while providing much needed items.

This quarter we have donated 259 items. This is the share of recipients:

Community Donations Recipients



## **Hertfordshire County Council invests £162k into clean air campaign**

Hertfordshire County Council has invested £162k in a national 'Clean Air Night' campaign, designed to highlight the risks of burning solid fuels. Log burners and open fires may invoke a sense of cosy evenings-in, in the midst of a chilly winter, for many residents. But the national Clean Air Night campaign – backed by the county council – aims to shine a light on the “uncomfortable truth” about wood burning.

Running for the second time this year, the campaign focuses on the impact of wood burning on health and the environment. Burning wood, says the campaign, releases more carbon emissions than oil or gas for the same amount of heat or energy produced. And the smoke, it says, contains fine particle air pollution (PM2.5), which enters the bloodstream when inhaled and can cause heart and lung disease, diabetes, and dementia.

Officials at the county council say that in its first year, one in five local authorities across [England](#) disseminated the campaigns messaging. And with pollution not recognising council boundaries, the council points to the impact of enabling the message to spread more widely.

## **Latest data demonstrating the quality of Hertfordshire's schools and early years provision has shown that educational provision in Hertfordshire is strong, and pupils achieve well.**

An annual review of performance and standards in all Hertfordshire's schools and early years settings analysed inspection outcomes of schools along with academic outcomes achieved by Hertfordshire's children and young people.

The 2024 school performance data was presented to county councillors at Hertfordshire County Council's Education, Libraries and Lifelong learning panel on Friday 31 January.

Hertfordshire is rising above the national average in relation **to schools judged to be good or outstanding at their last inspection, with 91.9% of schools achieving this rating compared with the national average of 90.4%.**

Importantly, all schools maintained by the local authority have achieved a good or outstanding rating and no schools in Hertfordshire were judged to be inadequate by Ofsted in the last year.

The data analysis also indicates that, at every key stage, Hertfordshire's children and young people are achieving better educational outcomes than the national average, placing Hertfordshire County Council in the top 40% of all local authorities. The achievements of Hertfordshire's young people, at key stages four (GCSEs) and five (A Levels) are in the top 20% for most headline measures.

<b>Bell Street - Annual Income</b>	
<b>Current Charges</b>	
<b>£8,821.00</b>	<b>1 hour</b>
<b>£16,655.00</b>	<b>2 hours</b>
<b>£8,193.50</b>	<b>3 hours</b>
<b>£6,404.00</b>	<b>4 hours</b>
<b>£6,072.00</b>	<b>5 hours</b>
<b>£45,161.00</b>	<b>All day</b>
<b>£91,306.50</b>	<b>Totals</b>
<b>Proposed Charges 25/26</b>	
<b>£15,113.00</b>	<b>1 hour</b>
<b>£27,776.00</b>	<b>2 hours</b>
<b>£12,285.00</b>	<b>3 hours</b>
<b>£8,932.00</b>	<b>4 hours</b>
<b>£7,210.00</b>	<b>5 hours</b>
<b>£37,926.00</b>	<b>All day</b>
<b>£109,242.00</b>	<b>Totals</b>

<b>Stanstead Abbots - Annual Income</b>	
<b>Current Charges</b>	
<b>£ 5,047.00</b>	<b>SUN B/H All day</b>
<b>£ 7,760.00</b>	<b>1 hour</b>
<b>£ 11,096.50</b>	<b>2 hours</b>
<b>£ 4,862.00</b>	<b>3 hours</b>
<b>£ 2,653.00</b>	<b>4 hours</b>
<b>£ 1,721.00</b>	<b>5 hours</b>
<b>£ 6,250.00</b>	<b>All day</b>
<b>£ 39,389.50</b>	<b>Totals</b>
<b>Proposed Charges 25/26</b>	
<b>£ 6,720.00</b>	<b>SUN B/H All day</b>
<b>£ 5,866.00</b>	<b>1 hour</b>
<b>£ 8,960.00</b>	<b>2 hours</b>
<b>£ 4,830.00</b>	<b>3 hours</b>
<b>£ 2,632.00</b>	<b>4 hours</b>
<b>£ 1,540.00</b>	<b>5 hours</b>
<b>£ 5,250.00</b>	<b>All day</b>
<b>£ 35,798.00</b>	<b>Totals</b>

**Changes to car parking charges and revenues for Sawbridgeworth and Stanstead Abbots as agreed by East Herts Executive**

## **Devolution and Local Government Reorganisation Hertfordshire County Council Leader statement on local government reform**

Like all councils in two-tier areas, Hertfordshire County Council has received a [statutory invitation from the Government](#) to submit proposals for the reorganisation of local government structures in the county. The letter sets out the criteria to be considered and the timescale, including for initial plans to be submitted in March and full proposals in November.

This follows the publication of the English Devolution White Paper in December last year which set out the Government's intention for all areas of the country to be covered by an elected Mayor and all two-tier areas like Hertfordshire, to be reorganised into single tier unitary authorities.

**Cllr Richard Roberts, Leader of Hertfordshire County Council, said:** "As the Leader of Hertfordshire County Council I am ambitious for our county and our country.

"Hertfordshire is England's county of opportunity and I am determined to make sure it continues to be a great place to live, work and invest.

"My priority remains to ensure that any changes benefit Hertfordshire's residents and businesses, maintains our excellent local government services, and enables strong democratic accountability to our communities.

"The Government's plans represent the biggest transformation of local government and public services for half a century. The impact will be felt for generations to come and the timescales they have set present a significant demand on all councils in Hertfordshire.

"With financial and staffing pressures on every council in the county I am concerned about the need to now balance continuing to provide high-quality services with the significant work required to prepare proposals for new council structures.

"I also recognise there are currently differing views on the future model for local government in Hertfordshire. I am committed to working together with district and borough councils to find the best way to protect and enhance services to our residents, support our businesses to grow, and provide value for money.

"All 11 councils in Hertfordshire, with the Office of the Police and Crime Commissioner, are already collaborating to develop a shared evidence base to inform the options available to our county. We will now carefully consider the Government's request and jointly develop our response.

"This work is at an early stage and the views of residents, businesses, local government partners, our colleagues, and other stakeholders across the public and private sectors will be essential as it develops. We are also committed to providing updates at every step.

"I have not been actively seeking changes to the structure of local government in Hertfordshire, but the Government is now clear that keeping the status quo is not an option.

"Unlike some areas, Hertfordshire County Council did not ask Government to delay this year's elections nor apply for the fast-track devolution priority programme. This was to allow as much time as possible to gather and analyse the necessary information to develop proposals and build consensus where possible. It was also to ensure that the local democratic cycle was not interrupted at this vital and historic moment for our County. The negotiation of this significant change with the government requires a depth of understanding, engagement and delivery based on an honest electoral mandate and we will uphold that with elections on May 1<sup>st</sup>



**Almost £900,000 confiscated from counterfeit AirPods seller:** Seized AirPods cropped Hertfordshire County Council's Trading Standards service has successfully applied to have £897,841.43 confiscated from Mr Adam Owen, of Oaktree Meadows, Horncastle, the owner of an online retailer offering counterfeit AirPods for sale.

Luton Crown Court ordered the money to be confiscated under proceeds of crime legislation, following Mr Owen's conviction in January 2024.

Following a successful investigation by county council Trading Standards officers, Mr Owen pleaded guilty at St Albans Magistrates Court on 22 November 2023 to offences under the Trade Marks Act 1994, namely that his company ARO Commerce Ltd which traded as Geekswag.co.uk had both sold, and also had in their possession for future sale, approximately 10,000 units of counterfeit Apple AirPods.

Mr Owen received a two-year suspended prison sentence and 180 hours community service in January 2024. He now has three months to pay the confiscated sum or serve a default prison sentence of up to seven years.

The majority of the confiscated money will go to the Home Office, but a portion of the funds will go to the county council to offset the cost of the prosecution, and compensate six victims for their losses.

### **Countryside Management Service - 50 Years.**

In 2025 the Countryside Management Service (CMS) celebrates 50 years. Throughout 2025 selected projects and activities will be amplified to draw attention to this significant anniversary. The Team plan to use the Investing in Volunteers Celebration planned for the 13th February '25 as a jumping off point for this birthday celebration.

The Countryside Management Service came about at an interesting time for the country. 1949 had seen significant, post-war government initiatives – the NHS, National Insurance and for the environmental sector, the National Parks and Access to the Countryside Act (the genesis of the Public Rights of Way system and powers to declare Local Nature Reserves). Further forwards came the Wildlife and Countryside Act 1968 giving Local Authorities the power to create Country Parks.

It is this back-drop that prompted Hertfordshire County Council in partnership with the Countryside Commission (today Natural England) to experiment with the concept of countryside management. This experiment focussed on the urban fringe of Hertfordshire and Barnet – the "Green Belt Management Project". The Hertfordshire County Structure Plan was being authored at the time; Hertfordshire was seeing unprecedented growth, Dutch Elm Disease was leading to landscape decline due to widespread tree felling and, with more leisure time and mobility the population sought to explore their local countryside but found Public Rights of Way (PRoW) impassable.

The experiment expanded more widely across Hertfordshire, eventually becoming county wide. The 1st Structure Plan 10 Year Review references the success of this expanding initiative including the creation of recreation sites, clearance of PRoW, woodland management, tree planting and other conservation improvements. It noted also that the promotion of this activity was encouraging others to follow suit. One specific quote highlights the public participation opportunities this new Service presented. "Particularly encouraging has been the large number of volunteers who are willing to help."

The Service has continued to evolve its model to become a shared service (HCC hosted and part funded by some District and Borough Councils) delivering through discipline-based Teams. More recently merged with the Public Rights of Way service to become Countryside & Rights of Way. This to maximise opportunities for delivering Land Management, Community Engagement, Rights

of Way improvement and Walking for Health for Hertfordshire residents. The original objectives have been simplified to "Engaging communities in improving their environment for Wildlife and People". The outcomes appear more relevant today than they did at the CMS inception 50 years ago.

On 13<sup>th</sup> February I hosted a celebration event with around 100 volunteers attending. Whether Friends Groups, Crow Volunteers, or Health walk volunteers, or Rights of Way wardens our 600 volunteers do a magnificent job across the whole County in keeping our residents healthy and our open spaces accessible.

### **Youth COP for schools**

On 11<sup>th</sup> February I helped host a Youth COP (Conference of Parties)

We have already been receiving positive feedback and thanks from participants and exhibitors. The enthusiasm from the students continued throughout the day and the careers fair/ seminar was busy with students having worthwhile conversations.

We welcomed:

- 25 secondary schools
- 4 further education colleges
- Approx. 115 students
- 21 exhibitors (businesses, organisations, educational institutions)
- Organised in partnership with North Hertfordshire College and University of Hertfordshire

The day included the EnRoads Climate Simulation module that enabled students to see the impacts of decision making by nations, Developed and Developing Countries, big business, and the competing interests that can result in progress being much slower than it needs to be to contain global warming.

## Cllr Annelise Furnace, Eco representative report 24 February 2025 (as at 17 February 2025)

### Corinne Lewis – Green Award – Repair Café

- Many congratulations to founder and lead coordinator Corinne Lewis who was recognised at the Bishop’s Stortford Independent’s Indies Community Awards for her work with the Repair Café and Tidy Up Sawbridgeworth
- Corinne always acknowledges that Repair Café Sawbridgeworth is a team effort, and while this is very true, it still needs a captain to bring everything together



- Congratulations Corinne, and thank you from all the Repair Cafe volunteers for all that you do!

### Energy Hub in Bell Street carpark – 25 January

- Sustainable Sawbridgeworth volunteers engaged around 40 people using the Raynet vehicle and Energy Hub gazebo
- This included many in depth conversations around ways to improve energy efficiency in their homes
- The focus for this Hub was on getting residents to select their home type, and then consult HCC’s retrofit guide for suggestions on insulation and energy saving measures
- The Hub was visited by Ware Town Council’s Climate & Biodiversity Manager to help set up their own Energy Hub in Ware
- Visitors were also asked to take part in a mini survey on what is most important to them – saving money on bills, a comfortable home, reducing their climate impact or finding grants for DIY. The results were a tie between saving money and reducing climate impact.



### Eco Audit Working Group meeting – 24 January

Minutes in February 2025 Town Action Plan & Amenities Committee meeting pack.

### Up and coming (correct at time of writing)

- 6 March – call with Airscan on air quality monitoring data
- 22 March – Repair Café – Bullfields 2 to 5pm
- 29 March – Energy Hub in Bell Street carpark 9 to 1pm

# Appendix E

# SAWBRIDGEWORTH TOWN COUNCIL

## TOWN ACTION PLAN AND AMENITIES COMMITTEE

### Minutes

of the meeting of the Town Action Plan and Amenities Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 8pm on **Monday 10th February 2025**.

#### Those present

Cllr Annelise Furnace  
Cllr Dawn Newell  
Cllr Salvatore Pagdades

Cllr Angus Parsad-Wyatt  
Cllr Simon Penney  
Cllr John Rider

#### In attendance:

Christopher Hunt - Town Clerk

#### T24/29 APOLOGIES FOR ABSENCE

None were received

#### T24/30 PUBLIC FORUM

No questions were raised

#### T24/31 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members.

#### T24/32 MINUTES

**Resolved:** To approve as a correct record the minutes of the Committee Meeting held on 14th October 2024 (T02)  
*[prop Cllr Angus Parsad-Wyatt sec'd Cllr Dawn Newell]*

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

Owner	Action	Completed
Clerk / Cemetery manager	Cemetery, to discuss land purchase, grave digging and funeral costs with cemetery manager	Ongoing, discussion held throughout the budgeting. Land purchase will need further exploration and earmark reserves made and further areas to increase the cemetery income is continual with reviews on costs for benches, trees, internment fees etc.
Clerk	To arrange for the 3 Acorns report to be put onto the Town Council website.	Completed

Clerk	To write County and District Council regarding ownership and maintenance of the pathway and trees along footpath 22.	Email sent to Herts County officers 15 <sup>th</sup> October 2024.  Response that County will deal with any dangerous trees or branches.
Clerk	To contact the head at Leventhorpe to explore if students could assist in producing a booklet with local information.	Email sent 15 <sup>th</sup> October 2024 to Malcolm Wight Head. He is liaising with the IT department. IT Department declined as not matching their curriculum.
Clerk	To explore licenses required to run a commuter bus service	Trial set 24 <sup>th</sup> Feb for two weeks
Clerk	To ask if the RHSO committee require an item on the agenda for the 300 <sup>th</sup> anniversary celebrations.	Emails sent to Ruth and Eric 15 <sup>th</sup> October 2024.  Celebrations all mapped out and Chamber utilised to launch the years events.

#### T24/33 ALLOTMENTS

##### ***Received and noted*** – Allotments Officer Report

The report was talked through by the Clerk. Cllr Rider thanked the Clerk for the support of the Rangers to plant trees to the flood area at Southbrook. He confirmed all safety arrangements had been put in place around the chickens due to the bird flu restrictions.

The Clerk explained the new West Road allotments were nearly at the stage of being handed over and the water storage and use will be explored as the first job when these are managed by the Town Council.

#### T24/34 CEMETERY

##### ***Received and noted*** – Cemetery update from the Clerk.

The Clerk explained that the cemetery report from the Cemetery manager was not attached due to absence. The Clerk updates other officers were managing the cemetery in her absence and all is going well.

#### T24/35 FOOTPATHS & OPEN SPACES

The Clerk explained he had put in the pack a report from County Officer Ross Bevan that gritting could not take place in Bell Street due to the width of the road and parked cars.

The Clerk has requested the rangers to top up the salt bins and due to the mild weather, no gritting has been completed in Bell Street by the Rangers. Cllr John Rider stated that any injuries to members of

the public should be recorded relating to slip, trips and falls from ice on the street.

Cllr Simon Penney asked if there was a smaller gritter, Cllr John Rider states this had been assessed in the location and not deemed appropriate.

Cllr Salvatore Pagdades thanked Cllr John Rider for all his work in relation to the road network safety he had completed.

Cllr Annelise Furnace stated she had reported the faded road markings at Fair Green and encouraged Cllrs to do the same when these types of issues are met. She also has reported the path at Station Road as the mud and grass is making the path very narrow. Cllr Angus Parsad-Wyat is also keeping an eye on bushes at the same location and the Rangers have assisted previously and he will liaise with the Clerk if this occurs again.

Cllr Simon Penney also raised the issue with large trees overgrowing roads and these trees are covered in ivy. He will report these trees in London Road.

Cllr Angus Parsad-Wyatt will circulate the link to report matters to County and East Herts Councils.

#### **T24/36 OPERATIONS**

To receive, note and discuss matters relating to Operations.

The Clerk covered the following items:

- The Hailey Centre was mentioned as the upgrades that are taking place will affect the regular bookings and meetings. The Clerk will accommodate these as best as possible in the Council building but the lack of a kitchen and having one toilet will be restrictive.
- CCTV has been upgraded with three extra cameras to cover the West end of Bell Street and the Jubilee Gardens.
- Jubilee Gardens project was discussed and the current position was explained in relation to the delays and funding situation.

Cllr Annelise asked if the Clerk had an update on the maintenance of the Great St Mary's Church graveyard. Cllr Angus Parsad-Wyatt stated he had seen that further enquiries have been made by the Church to the District Council.

#### **T24/37 ECO-AUDIT WORKING PARTY**

*Received and noted* – Eco Audit Report was referred to and Cllr Annelise Furnace updated that training had been arranged for the air scanning monitor data.

Cllr Simon Penney explained how he could use the information to compare this to other areas and possibly encourage a student or university to develop an app to access the data.

#### **T24/38 REDUCING THE COUNCIL'S CARBON FOOTPRINT**

Update on progress in relation to the following two items;

- To aim to achieve net zero for the council's own generated emissions by 2030 and do all that we can to assist in achieving this by the same year for the wider town.
- In the interim, commit the council towards reducing its own carbon footprint to an absolute minimum by May 2027 [end of current council's term] whilst at the same time identifying a pathway to offset its residual carbon.

Cllr Annelise Furnace updated the meeting with the following:  
In 2019 the 3 Acorns company produced a report following an Eco Audit and a second report has now been received. The following items had been taken from the report for discussion and progressing. If agreed.

- Reduction in skip use at the cemetery.
- To explore the cost difference in buying out of the current electricity supply contract. If this is a viable option to then explore gas boiler replacement for heating system to the old part of the office.
- To explore a change of bank to greener option, i.e. Coop or Unity Trust
- Explore solar panel energy production.
- Explore water harvesting at the new allotment site at West Road.

**ACTION** – Clerk to arrange for the Three Acorns five focus points to be put onto the Town Council website.

#### **T24/39      TOWN ACTION PLAN**

Cllr A Parsad-Wyatt updated the meeting with current progression on the action plan.

- A Sawbobus commuter service will take place later this month for a two-week trial as a free service to assess need.
- Parking has been discussed at a meeting with local business owners and Cllr Eric Buckmaster. Yellow lines and enforcement in Bell Street may improve things.
- EV charging points have been looked into with the CO-OP which received a negative response to this being possible. Further work is being completed by Cllr Angus Parsad-Wyatt.
- The library is having some refurbishment work being completed over the next year.
- Street lighting has been discussed regarding Station Road and Cllr Eric Buckmaster is continuing to chase this issue.
- Farmers Market has been budgeted for
- Recent local matters have increased the awareness of members of the public of meetings and some of the work Councillors are completing.
- The annual town meeting is in a planning phase and will be in a different format from last year.

Cllr Dawn Newel raised a matter of off-road motorcycles near to the Rivers Orchard every weekend.

**ACTION** – Cllr Salvatore Pagdades to report this to the police.



**ACTION** – The Clerk to ask David Royle to explore further with the CO-OP if this could be explored further.

**T24/40 COUNCILLOR ENGAGEMENT**

- Cross border meeting highlighted sharing each councils' events calendar to assist in promoting and negate clashing events.
- Police regular engagement patrols along Bell Street, times and dates to be confirmed.

**T24/41 ITEMS FOR FUTURE AGENDAS**

Cllr Simon Penney raised the plans to expand Stansted airport which will continue until 2040's. Cllr Angus Parsad-Wyatt explained people can comment on expansion plans through the airport website and the plans relate to the one runway rather than adding another.

**ACTION** – The Clerk to add Stanstead Airport Expansion to the agenda, following the meeting it was deemed more appropriate this was to sit on the planning agenda.

Meeting ended at 8:50pm

**ACTIONS**

Owner	Action	Completed
Cllr Salvatore Pagdades	Report to police off-road motorcycles near to the Rivers Orchard every weekend.	
Clerk	To ask David Royle to explore further with the CO-OP if this could be explored further.	
Clerk	To add Stanstead Airport Expansion to the agenda, following the meeting it was deemed more appropriate this was to sit on the planning agenda	

# Appendix F



# Sawbridgeworth Town Council

**POLICY DOCUMENT:**

**GRANT SCHEME**

Review:- February 2028

## **GUIDANCE NOTES AND CONDITIONS OF FUNDING**

**Introduction** The Town Council wishes to assist local voluntary organisations, with or without charitable status, which provide services to residents within the Civic Parish of Sawbridgeworth.

Please ensure that you read the Guidance Notes and Conditions of Funding before completing the application form. Failure to meet the conditions will mean that your application will be disqualified.

### **Guidance Notes and Conditions of Funding**

1. Grant Applications can only be accepted from organisations that provide a service to the local community or enhance the image and identity of Sawbridgeworth.
2. Grants will normally be given only to individuals and bodies resident in or serving the area of the Civic Parish of Sawbridgeworth. Grants should represent assistance with projects of local use or should be seen to have clear local benefit to the population of Sawbridgeworth.
3. Grants will be given in accordance with the relevant Local Government Acts.
4. Grant applications will, in the case of organisations, normally only be considered when accompanied by one of the following - Audited Accounts, Accounts which have been subjected to independent inspection as required by the Charities Act or, in the case of a newly formed organisation, a case for funding including supporting evidence of fund raising efforts.
5. The scheme provides start-up grants for new organisations as well as grants to organisations already operating.
6. All applicants completing an application form will be deemed to have read and agreed to the requirements outlined in the "Guidance Notes and Conditions of Funding".
7. Applications will not be considered from individuals.
8. Applications will not be considered from organisations intending to support or oppose any particular political party, or to discriminate on the grounds of race, gender, age, sexual orientation or religion.
9. Applications will not be considered from private organisations operated as a business to make a profit or surplus.
10. Applications will not be considered from "upwards funders", i.e. local groups whose fundraising is sent to their central headquarters for redistribution.
11. Applications may be considered from national organisations or local groups with access to funds from national "umbrella" or "parent" organisations, provided funds are not available from their national bodies, or the funds available are inadequate for a specified project.
12. The organisation must have clearly stated aims and objectives set out in writing and endorsed by the governing body.

13. The organisation is required to submit audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation, a comprehensive budget and business plan.
14. The organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque.
15. Grant applications will be considered on two occasions annually in the first round in a financial year and the second round. The relevant meeting and application dates will be determined for each civic year. **Previous submissions for grants in the first round in a financial year can be revisited during the second round if there is an underspend. Organisations that have applied in the first funding round are eligible to apply for additional funding in the second round, provided there are remaining funds available after considering new applications submitted in the second round.**
16. The Town Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified on the application form.
17. Organisations that receive a grant will be required to acknowledge the Town Council's contribution on all publicity/printed material so as to promote public awareness of the role of the Town Council in promoting the work of voluntary organisations.
18. All applications will be considered on their merits, but it must be fully understood that there is neither a guarantee of a grant or of a continuing grant.
19. Organisations that receive a grant will be required to complete a Monitoring Form not more than six months after the grant is made in order to provide an audit trail of how the grant monies have been spent.
20. The decision by the Town Council in respect of grant applications is final and is not subject to appeal.
21. **The maximum application amount is £500, but the final award will be at the discretion of the members presiding over the grant application process.**

**Additional Guidelines & Criteria** Priority will be given to those organisations that:

- Serve the people of Sawbridgeworth.
- Provide a benefit for the community that goes beyond merely progressing the interest of its members.
- Have made an effort to raise funds themselves and have not asked for the total cost of the project.
- Do not already have sufficient funds available for the project.
- Would give benefit to the greatest number and range of Sawbridgeworth town residents.
- Show a commitment to sustainability.

**Christopher Hunt Town Clerk Sawbridgeworth Town Council**

# Appendix G

---

# Sawbridgeworth Town Council

## Memorandum from the Town Clerk

---

To: FULL TOWN COUNCIL MEETING  
From: Christopher Hunt  
Subject: Full Town Council February Update  
Date: 18<sup>th</sup> February 2025

---

### **Annual Town Meeting**

Efforts with the Mayor are ongoing to attract more diverse participation in the meeting, as its historical format has not drawn a large number of attendees.

### **Jubilee Gardens**

Progress continues on this project, with the heritage statement required by the planning department now received. Planning permission has been submitted and flagged as an urgent application due to tight deadlines for funding and tree removal.

### **West Road Allotments**

The finalisation of the agreement to take ownership of the site has stalled due to concerns about the entrance being easily accessible by vehicles and the car park potentially being used by non-plot holders. Given the site's location within a larger housing development, parking may be at a premium, exacerbating local parking issues.

### **The Energy Hub**

The Energy Hub project, managed by East Herts District Council, and led by Councillor Annelise Furnace for Sawbridgeworth has concluded. The officers temporarily employed to manage this project will end their contracts in March. Sawbridgeworth must demonstrate how the £3,000 in funding was spent. With four events supported by councillors and officers and the purchase of equipment, this funding has been fully utilised. Sawbridgeworth's investment in this initiative significantly exceeded that of the other four towns in the East Herts area, showcasing the dedication of our councillors and community volunteers.

### **Staff Matters**

One staff member is on long-term absence but is progressing with medical treatment and has been assisting with the Mayor's Civic Ceremony, supported by other team members. As spring approaches, the Rangers will be busier with grass cutting and maintenance. They will still be available to assist with smaller local issues as part of the council's community pride approach.

Christopher Hunt

---

# Appendix H



## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Staff</u>							
4001 Carter L						88.5%	
4003 Sargant J						84.9%	
4004 Parrish S						88.2%	
4005 Dale L						96.1%	
4011 V Derrick						93.0%	
4013 Crank D						87.2%	
4015 C Hunt						81.5%	
4035 NIC - Employers	22,273	22,630	357		357	98.4%	
4040 Pension Employers	28,671	30,215	1,544		1,544	94.9%	
Staff :- Indirect Expenditure	<u>248,983</u>	<u>280,520</u>	<u>31,537</u>	<u>0</u>	<u>31,537</u>	<u>88.8%</u>	<u>0</u>
Net Expenditure	<u>(248,983)</u>	<u>(280,520)</u>	<u>(31,537)</u>				
<u>200 General Administration</u>							
1076 Precept	452,775	452,775	0			100.0%	
1090 Interest Received	5,352	5,000	(352)			107.0%	
1999 Miscellaneous Income	1,120	0	(1,120)			0.0%	
General Administration :- Income	<u>459,246</u>	<u>457,775</u>	<u>(1,471)</u>			<u>100.3%</u>	<u>0</u>
4070 Subscriptions	2,283	2,500	217		217	91.3%	
4075 IT Support	9,221	15,000	5,779		5,779	61.5%	
4080 Training (Members)	163	500	338		338	32.5%	
4081 Travel Expenses	542	550	8		8	98.6%	
4082 Training (Staff)	981	1,000	19		19	98.1%	
4083 Clerks Expenses	17	0	(17)		(17)	0.0%	
4090 IT Development	0	1,600	1,600		1,600	0.0%	
4095 Photocopy Charges	955	1,500	545		545	63.7%	
4100 Telephone/Broadband	554	3,000	2,446		2,446	18.5%	
4105 Postage	504	900	397		397	55.9%	
4110 Stationery	610	1,000	390		390	61.0%	
4115 Insurance	15,156	10,000	(5,156)		(5,156)	151.6%	
4120 Bank Charges	219	500	281		281	43.9%	
4125 Repairs & Renewals	198	750	552		552	26.4%	
4130 Staff Care	2,220	1,500	(720)		(720)	148.0%	
4135 Office Care	1,217	3,000	1,783		1,783	40.6%	
4140 Office Equipment	285	1,500	1,215		1,215	19.0%	
4180 Accountancy Services	868	3,000	2,132		2,132	28.9%	
4185 Audit	0	3,565	3,565		3,565	0.0%	
4190 Professional Fees	3,300	6,000	2,700		2,700	55.0%	
4195 Tourism	672	1,000	328		328	67.2%	

## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4200 Web-site	600	1,500	900		900	40.0%	
4201 Web-site development	0	1,500	1,500		1,500	0.0%	
4215 Town Signs	949	500	(449)		(449)	189.8%	
4990 Contingency	0	3,000	3,000		3,000	0.0%	
General Administration :- Indirect Expenditure	<u>41,515</u>	<u>64,865</u>	<u>23,350</u>	<u>0</u>	<u>23,350</u>	<u>64.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>417,731</u>	<u>392,910</u>	<u>(24,821)</u>				
<u>210 Democratic Services</u>							
1335 Civic Dinner Income	3,105	5,000	1,895			62.1%	
Democratic Services :- Income	<u>3,105</u>	<u>5,000</u>	<u>1,895</u>			<u>62.1%</u>	<u>0</u>
4310 Election Expenses	4,489	10,000	5,511		5,511	44.9%	
4315 Mayor's Allowance	1,375	1,500	125		125	91.7%	
4330 Civic Events	605	2,500	1,895		1,895	24.2%	
4335 Civic Dinner Expenditure	3,615	5,000	1,385		1,385	72.3%	
Democratic Services :- Indirect Expenditure	<u>10,084</u>	<u>19,000</u>	<u>8,916</u>	<u>0</u>	<u>8,916</u>	<u>53.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(6,979)</u>	<u>(14,000)</u>	<u>(7,021)</u>				
<u>220 Grants</u>							
4350 Grants - SYPRC	0	1,000	1,000		1,000	0.0%	
4355 Grants - The Hailey Centre	1,000	1,000	0		0	100.0%	
4370 Grants - S137	54	75	21		21	72.0%	
4375 Freedom of the Town	1,224	1,000	(224)		(224)	122.4%	
4380 Grants - Other	2,300	3,500	1,200		1,200	65.7%	
Grants :- Indirect Expenditure	<u>4,578</u>	<u>6,575</u>	<u>1,997</u>	<u>0</u>	<u>1,997</u>	<u>69.6%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(4,578)</u>	<u>(6,575)</u>	<u>(1,997)</u>				
<u>300 Civic Centre</u>							
1400 Rental Income	1,065	800	(265)			133.1%	
Civic Centre :- Income	<u>1,065</u>	<u>800</u>	<u>(265)</u>			<u>133.1%</u>	<u>0</u>
4405 Rates	13,687	9,500	(4,187)		(4,187)	144.1%	
4410 Heat & Light	5,699	10,000	4,301		4,301	57.0%	
4415 Water	523	600	77		77	87.1%	
4420 Maintenance	3,888	5,000	1,112		1,112	77.8%	
4425 Fixtures & Fittings	51	0	(51)		(51)	0.0%	
4445 New Equipment	2,865	3,000	136		136	95.5%	
Civic Centre :- Indirect Expenditure	<u>26,713</u>	<u>28,100</u>	<u>1,387</u>	<u>0</u>	<u>1,387</u>	<u>95.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(25,648)</u>	<u>(27,300)</u>	<u>(1,652)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>320 Hailey Centre</u>							
4420 Maintenance	2,031	5,000	2,969		2,969	40.6%	
Hailey Centre :- Indirect Expenditure	<u>2,031</u>	<u>5,000</u>	<u>2,969</u>	<u>0</u>	<u>2,969</u>	<u>40.6%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(2,031)</u>	<u>(5,000)</u>	<u>(2,969)</u>				
<u>330 Other Rented Accommodation</u>							
4400 Rent	3,895	3,425	(470)		(470)	113.7%	
Other Rented Accommodation :- Indirect Expenditure	<u>3,895</u>	<u>3,425</u>	<u>(470)</u>	<u>0</u>	<u>(470)</u>	<u>113.7%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(3,895)</u>	<u>(3,425)</u>	<u>470</u>				
<u>400 Bullfield Allotments</u>							
1500 Allotment Rent Income	1,291	850	(441)			151.9%	
1510 Allotment Water Income	140	200	61			69.8%	
1515 Allotment Dep Retain	100	0	(100)			0.0%	
Bullfield Allotments :- Income	<u>1,530</u>	<u>1,050</u>	<u>(480)</u>			<u>145.7%</u>	<u>0</u>
4415 Water	544	600	56		56	90.6%	
4420 Maintenance	62	700	638		638	8.9%	
Bullfield Allotments :- Indirect Expenditure	<u>606</u>	<u>1,300</u>	<u>694</u>	<u>0</u>	<u>694</u>	<u>46.6%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>925</u>	<u>(250)</u>	<u>(1,175)</u>				
<u>410 Bellmead Allotments</u>							
1500 Allotment Rent Income	285	120	(165)			237.5%	
1510 Allotment Water Income	30	30	1			98.3%	
Bellmead Allotments :- Income	<u>315</u>	<u>150</u>	<u>(165)</u>			<u>209.7%</u>	<u>0</u>
4415 Water	131	100	(31)		(31)	131.3%	
4420 Maintenance	0	250	250		250	0.0%	
Bellmead Allotments :- Indirect Expenditure	<u>131</u>	<u>350</u>	<u>219</u>	<u>0</u>	<u>219</u>	<u>37.5%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>183</u>	<u>(200)</u>	<u>(383)</u>				
<u>420 Vantorts Allotments</u>							
1500 Allotment Rent Income	249	125	(124)			199.4%	
1510 Allotment Water Income	27	25	(2)			106.0%	
Vantorts Allotments :- Income	<u>276</u>	<u>150</u>	<u>(126)</u>			<u>183.8%</u>	<u>0</u>
4415 Water	153	100	(53)		(53)	153.4%	

## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4420 Maintenance	0	500	500		500	0.0%	
Vantorts Allotments :- Indirect Expenditure	<u>153</u>	<u>600</u>	<u>447</u>	<u>0</u>	<u>447</u>	<u>25.6%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>122</u>	<u>(450)</u>	<u>(572)</u>				
<b>430 Southbrook Allotments</b>							
1500 Allotment Rent Income	1,314	900	(414)			145.9%	
1510 Allotment Water Income	175	115	(60)			151.7%	
1515 Allotment Dep Retain	146	0	(146)			0.0%	
Southbrook Allotments :- Income	<u>1,634</u>	<u>1,015</u>	<u>(619)</u>			<u>161.0%</u>	<u>0</u>
4415 Water	569	500	(69)		(69)	113.9%	
4420 Maintenance	250	700	450		450	35.7%	
Southbrook Allotments :- Indirect Expenditure	<u>819</u>	<u>1,200</u>	<u>381</u>	<u>0</u>	<u>381</u>	<u>68.3%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>815</u>	<u>(185)</u>	<u>(1,000)</u>				
<b>440 Cemetery</b>							
1550 Burial Fees	35,765	40,000	4,235			89.4%	
1560 Memorial Fees	1,920	2,000	80			96.0%	
1570 Grave Digging Income	3,080	1,200	(1,880)			256.7%	
1580 Tree Sales	3,875	2,700	(1,175)			143.5%	
1581 Bench Sales	2,734	3,000	266			91.1%	
1582 Memorial Plaque Sales	770	500	(270)			154.0%	
Cemetery :- Income	<u>48,144</u>	<u>49,400</u>	<u>1,256</u>			<u>97.5%</u>	<u>0</u>
4045 Subcontracted Labour	700	1,000	300		300	70.0%	
4415 Water	125	150	25		25	83.6%	
4420 Maintenance	6,235	5,000	(1,235)		(1,235)	124.7%	
4440 New Area (Spinney)	1,300	5,000	3,700		3,700	26.0%	1,300
4520 Skip Hire	1,650	3,500	1,850		1,850	47.1%	
4530 Trees	500	360	(140)		(140)	139.0%	
4531 Benches	1,864	2,000	136		136	93.2%	
4532 Plaques	1,208	300	(908)		(908)	402.5%	
4675 Publicity	0	500	500		500	0.0%	
Cemetery :- Indirect Expenditure	<u>13,582</u>	<u>17,810</u>	<u>4,228</u>	<u>0</u>	<u>4,228</u>	<u>76.3%</u>	<u>1,300</u>
<b>Net Income over Expenditure</b>	<u>34,561</u>	<u>31,590</u>	<u>(2,971)</u>				
6000 plus Transfer from EMR	1,300						
<b>Movement to/(from) Gen Reserve</b>	<u>35,861</u>						

## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>450 Playground</b>							
4420 Maintenance	1,535	2,000	465		465	76.7%	
4421 New Equipment -Playground	0	3,000	3,000		3,000	0.0%	
Playground :- Indirect Expenditure	<u>1,535</u>	<u>5,000</u>	<u>3,465</u>	<u>0</u>	<u>3,465</u>	<u>30.7%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(1,535)</u>	<u>(5,000)</u>	<u>(3,465)</u>				
<b>460 Rivers Heritage Site &amp; Orchard</b>							
4700 RHSOG	1,710	3,000	1,290		1,290	57.0%	
Rivers Heritage Site & Orchard :- Indirect Expenditure	<u>1,710</u>	<u>3,000</u>	<u>1,290</u>	<u>0</u>	<u>1,290</u>	<u>57.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(1,710)</u>	<u>(3,000)</u>	<u>(1,290)</u>				
<b>500 Groundsman</b>							
1600 SYPRC/STFC Grass Cut - Income	300	500	200			60.0%	
1603 Conveniences coin operation	537	800	263			67.1%	
1610 Sub Contract Watering	776	200	(576)			388.0%	
1615 CCTV Footage Retrieval	300	0	(300)			0.0%	
1670 Event Income	35	0	(35)			0.0%	
Groundsman :- Income	<u>1,948</u>	<u>1,500</u>	<u>(448)</u>			<u>129.8%</u>	<u>0</u>
4600 Planters	0	1,000	1,000		1,000	0.0%	
4601 Bell St Conveniences Cleaning	571	800	229		229	71.3%	
4602 Bell St Convenience Repairs	157	5,000	4,843		4,843	3.1%	
4615 Ranger's Mower	1,504	2,000	496		496	75.2%	
4620 Ranger's Tools	2,566	1,500	(1,066)		(1,066)	171.1%	
4625 Mower Replacement	0	13,000	13,000		13,000	0.0%	
4630 CCTV Maintenance Agreement	2,453	2,200	(253)		(253)	111.5%	
4635 CCTV Extension	1,822	3,000	1,178		1,178	60.7%	
Groundsman :- Indirect Expenditure	<u>9,072</u>	<u>28,500</u>	<u>19,428</u>	<u>0</u>	<u>19,428</u>	<u>31.8%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(7,124)</u>	<u>(27,000)</u>	<u>(19,876)</u>				
<b>600 Fun on the Field</b>							
1670 Event Income	870	900	30			96.7%	
Fun on the Field :- Income	<u>870</u>	<u>900</u>	<u>30</u>			<u>96.7%</u>	<u>0</u>
4045 Subcontracted Labour	650	800	150		150	81.3%	
4670 Event Costs	723	1,300	577		577	55.6%	
4675 Publicity	0	200	200		200	0.0%	
Fun on the Field :- Indirect Expenditure	<u>1,373</u>	<u>2,300</u>	<u>927</u>	<u>0</u>	<u>927</u>	<u>59.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(503)</u>	<u>(1,400)</u>	<u>(897)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>610 Events General</u>							
4670 Event Costs	929	1,000	71		71	92.9%	
Events General :- Indirect Expenditure	<u>929</u>	<u>1,000</u>	<u>71</u>	<u>0</u>	<u>71</u>	<u>92.9%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(929)</u>	<u>(1,000)</u>	<u>(71)</u>				
<u>620 Christmas Festival</u>							
1670 Event Income	1,095	500	(595)			219.0%	
Christmas Festival :- Income	<u>1,095</u>	<u>500</u>	<u>(595)</u>			<u>219.0%</u>	<u>0</u>
4045 Subcontracted Labour	1,511	1,200	(311)		(311)	125.9%	
4670 Event Costs	1,168	1,500	332		332	77.8%	
4675 Publicity	390	500	110		110	78.0%	
4685 Christmas Lights	14,372	15,000	628		628	95.8%	
4690 Competitions	636	600	(36)		(36)	106.0%	
Christmas Festival :- Indirect Expenditure	<u>18,077</u>	<u>18,800</u>	<u>723</u>	<u>0</u>	<u>723</u>	<u>96.2%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(16,982)</u>	<u>(18,300)</u>	<u>(1,318)</u>				
<u>640 Projects</u>							
1671 HUB Funding	3,000	0	(3,000)			0.0%	
Projects :- Income	<u>3,000</u>	<u>0</u>	<u>(3,000)</u>				<u>0</u>
4710 Hanging Baskets	0	1,500	1,500		1,500	0.0%	
4715 Planters Project	0	500	500		500	0.0%	
4720 Jubilee Gardens	3,658	10,000	6,342		6,342	36.6%	
4725 Fair Green	300	1,200	900		900	25.0%	
4735 Remembrance Day	150	400	250		250	37.5%	
4740 War Memorial	260	1,000	740		740	26.0%	
4746 HUB Project	1,726	0	(1,726)		(1,726)	0.0%	
Projects :- Indirect Expenditure	<u>6,095</u>	<u>14,600</u>	<u>8,506</u>	<u>0</u>	<u>8,506</u>	<u>41.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(3,095)</u>	<u>(14,600)</u>	<u>(11,506)</u>				
<u>660 Town Selfie Walk</u>							
4670 Event Costs	250	500	250		250	50.0%	
4675 Publicity	0	350	350		350	0.0%	
4681 Promotional Equipment	303	1,000	697		697	30.3%	
Town Selfie Walk :- Indirect Expenditure	<u>553</u>	<u>1,850</u>	<u>1,297</u>	<u>0</u>	<u>1,297</u>	<u>29.9%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(553)</u>	<u>(1,850)</u>	<u>(1,297)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>670 River Day</b>							
1670 Event Income	40	300	260			13.3%	
River Day :- Income	<u>40</u>	<u>300</u>	<u>260</u>			<u>13.3%</u>	<u>0</u>
4670 Event Costs	120	200	80		80	60.0%	
River Day :- Indirect Expenditure	<u>120</u>	<u>200</u>	<u>80</u>	<u>0</u>	<u>80</u>	<u>60.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(80)</u>	<u>100</u>	<u>180</u>				
<b>700 Sawbobus</b>							
1150 Grants Received	2,000	6,000	4,000			33.3%	
1800 Fares	5,482	10,000	4,518			54.8%	
1820 Fuel Rebate	2,072	1,200	(872)			172.7%	
1830 Sponsorship	4,500	5,000	500			90.0%	
Sawbobus :- Income	<u>14,055</u>	<u>22,200</u>	<u>8,145</u>			<u>63.3%</u>	<u>0</u>
4029 Salary Recharge	27,530	26,145	(1,385)		(1,385)	105.3%	
4045 Subcontracted Labour	291	2,000	1,709		1,709	14.5%	
4800 Fuel	3,770	8,500	4,730		4,730	44.4%	
4805 Vehicle Maintenance	6,049	4,500	(1,549)		(1,549)	134.4%	
4810 Vehicle Tax & Insurance	1,113	1,500	387		387	74.2%	
4815 Vehicle Hire	0	1,000	1,000		1,000	0.0%	
Sawbobus :- Indirect Expenditure	<u>38,753</u>	<u>43,645</u>	<u>4,892</u>	<u>0</u>	<u>4,892</u>	<u>88.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(24,699)</u>	<u>(21,445)</u>	<u>3,254</u>				
<b>800 Heffer GL61</b>							
1830 Sponsorship	1,000	0	(1,000)			0.0%	
1850 Vehicle Hire Income	460	500	40			92.0%	
Heffer GL61 :- Income	<u>1,460</u>	<u>500</u>	<u>(960)</u>			<u>292.0%</u>	<u>0</u>
4800 Fuel	2,783	500	(2,283)		(2,283)	556.6%	
4805 Vehicle Maintenance	918	1,200	282		282	76.5%	
4810 Vehicle Tax & Insurance	1,281	1,200	(81)		(81)	106.7%	
Heffer GL61 :- Indirect Expenditure	<u>4,982</u>	<u>2,900</u>	<u>(2,082)</u>	<u>0</u>	<u>(2,082)</u>	<u>171.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(3,522)</u>	<u>(2,400)</u>	<u>1,122</u>				
<b>810 Rangers Truck #1 WG64</b>							
4800 Fuel	1,358	2,000	642		642	67.9%	
4805 Vehicle Maintenance	586	1,500	914		914	39.1%	
4810 Vehicle Tax & Insurance	1,074	1,000	(74)		(74)	107.4%	
Rangers Truck #1 WG64 :- Indirect Expenditure	<u>3,018</u>	<u>4,500</u>	<u>1,482</u>	<u>0</u>	<u>1,482</u>	<u>67.1%</u>	<u>0</u>
Net Expenditure	<u>(3,018)</u>	<u>(4,500)</u>	<u>(1,482)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 01/02/2025

Month No: 11

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>820 Rangers Truck #2 SY65</u>							
4800 Fuel	903	1,200	297		297	75.3%	
4805 Vehicle Maintenance	467	1,500	1,033		1,033	31.1%	
4810 Vehicle Tax & Insurance	1,074	1,000	(74)		(74)	107.4%	
Rangers Truck #2 SY65 :- Indirect Expenditure	<u>2,444</u>	<u>3,700</u>	<u>1,256</u>	<u>0</u>	<u>1,256</u>	<u>66.1%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(2,444)</u>	<u>(3,700)</u>	<u>(1,256)</u>				
<u>910 Town Action Plan</u>							
4910 Town Action Plan Costs	176	500	324		324	35.2%	
Town Action Plan :- Indirect Expenditure	<u>176</u>	<u>500</u>	<u>324</u>	<u>0</u>	<u>324</u>	<u>35.2%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(176)</u>	<u>(500)</u>	<u>(324)</u>				
<u>920 ATC Rent</u>							
1400 Rental Income	1,547	0	(1,547)			0.0%	
ATC Rent :- Income	<u>1,547</u>	<u>0</u>	<u>(1,547)</u>				<u>0</u>
<b>Net Income</b>	<u>1,547</u>	<u>0</u>	<u>(1,547)</u>				
<b>Grand Totals:- Income</b>	<b>539,329</b>	<b>541,240</b>	<b>1,911</b>			<b>99.6%</b>	
<b>Expenditure</b>	<b>441,928</b>	<b>559,240</b>	<b>117,312</b>	<b>0</b>	<b>117,312</b>	<b>79.0%</b>	
<b>Net Income over Expenditure</b>	<u><b>97,401</b></u>	<u><b>(18,000)</b></u>	<u><b>(115,401)</b></u>				
plus Transfer from EMR	<u>1,300</u>						
<b>Movement to/(from) Gen Reserve</b>	<u><b>98,701</b></u>						



## Bank Reconciliation up to 31/01/2025 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
14/06/2024	CANC	-400.00			-400.00	<input type="checkbox"/>	Ael Training Services
28/11/2024	2345	196.81		196.81		R <input checked="" type="checkbox"/>	Petty Cash
02/01/2025	DD1	1,343.00		1,343.00		R <input checked="" type="checkbox"/>	East Herts District Council
02/01/2025	8361	591.00		591.00		R <input checked="" type="checkbox"/>	Sunstone IP Systems Limited
02/01/2025	8359	53.37		53.37		R <input checked="" type="checkbox"/>	Sargant, Joanne
02/01/2025	8360	113.04		113.04		R <input checked="" type="checkbox"/>	Shenton, Nick
02/01/2025	DD1	400.00		400.00		R <input checked="" type="checkbox"/>	Oakridge Nursery
03/01/2025	Direct		403.55	403.55		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/01/2025	Direct		50.00	50.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/01/2025	8362	26.40		26.40		R <input checked="" type="checkbox"/>	Create Identitree Limited
06/01/2025	8363	10,105.31		10,105.31		R <input checked="" type="checkbox"/>	East Herts District Council
06/01/2025	8364	330.00		330.00		R <input checked="" type="checkbox"/>	Froom & Co Limited
06/01/2025	8365	753.60		753.60		R <input checked="" type="checkbox"/>	Branson Leisure Ltd
06/01/2025	8367	158.34		158.34		R <input checked="" type="checkbox"/>	Airdrome Cars Ltd
06/01/2025	8366	58.76		58.76		R <input checked="" type="checkbox"/>	Huws Gray Ltd
06/01/2025	8368	114.38		114.38		R <input checked="" type="checkbox"/>	The Anglia Sign Casting Compan
06/01/2025	8369	80.06		80.06		R <input checked="" type="checkbox"/>	Southern Electric
08/01/2025	8384	506.17		506.17		R <input checked="" type="checkbox"/>	NEST
08/01/2025	8370	200.00		200.00		R <input checked="" type="checkbox"/>	Mid-Herts Raynet
08/01/2025	8371	119.00		119.00		R <input checked="" type="checkbox"/>	Sargant, Joanne
09/01/2025	Direct		3,060.00	3,060.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/01/2025	Direct		840.00	840.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/01/2025	DD2	82.38		82.38		R <input checked="" type="checkbox"/>	The Fuelcard Company
13/01/2025	DD3	193.57		193.57		R <input checked="" type="checkbox"/>	Everflow Water
14/01/2025	Direct		165.00	165.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
14/01/2025	Direct		130.00	130.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/01/2025	500420		58.70	58.70		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/01/2025	500419		597.70	597.70		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/01/2025	DD4	57.60		57.60		R <input checked="" type="checkbox"/>	Affinity One Security Solution
15/01/2025	8372					R <input checked="" type="checkbox"/>	Carter, Laura
15/01/2025	8373					R <input checked="" type="checkbox"/>	Sargant, Joanne
15/01/2025	8374					R <input checked="" type="checkbox"/>	Parrish, Stephen
15/01/2025	8375					R <input checked="" type="checkbox"/>	Dale, Lisa
15/01/2025	8376					R <input checked="" type="checkbox"/>	Jones, John
15/01/2025	8377					R <input checked="" type="checkbox"/>	Derrick, Viv
15/01/2025	8379					R <input checked="" type="checkbox"/>	Hunt, Christopher
15/01/2025	8380					R <input checked="" type="checkbox"/>	Robinson, Adrian
15/01/2025	8378					R <input checked="" type="checkbox"/>	Crank, Darren
15/01/2025	8381					R <input checked="" type="checkbox"/>	Langley, Graham
15/01/2025	Direct		845.00	845.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/01/2025	Direct		400.00	400.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/01/2025	Direct		105.00	105.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/01/2025	500420		50.00	50.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/01/2025	DD5	26.35		26.35		R <input checked="" type="checkbox"/>	Quartix Limited
16/01/2025	8351CANC	-498.66		-498.66		R <input checked="" type="checkbox"/>	NEST
16/01/2025	6851B	487.93		487.93		R <input checked="" type="checkbox"/>	NEST
16/01/2025	8349	6,763.00		6,763.00		R <input checked="" type="checkbox"/>	HMRC
16/01/2025	8350	3,497.14		3,497.14		R <input checked="" type="checkbox"/>	Herts County Council

## Bank Reconciliation up to 31/01/2025 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
16/01/2025	8351	498.66		498.66		R <input type="checkbox"/>	NEST
16/01/2025	8386	480.00		480.00		R <input type="checkbox"/>	The Society of Local Council C
16/01/2025	8387	720.00		720.00		R <input type="checkbox"/>	Magpie Catering
16/01/2025	8385	30.00		30.00		R <input type="checkbox"/>	SDH Window Cleaning
16/01/2025	Direct		20.00	20.00		R <input type="checkbox"/>	Receipt(s) Banked
17/01/2025	DD6	39.00		39.00		R <input type="checkbox"/>	Vatix
17/01/2025	Direct		105.00	105.00		R <input type="checkbox"/>	Receipt(s) Banked
20/01/2025	DD3	23.61		23.61		R <input type="checkbox"/>	Lloyds Bank plc
20/01/2025	DD4	301.84		301.84		R <input type="checkbox"/>	The Fuelcard Company
20/01/2025	DD5	50.00		50.00		R <input type="checkbox"/>	FrancoTyp-Postalia Limited
20/01/2025	8388	12,000.00		12,000.00		R <input type="checkbox"/>	Aylesford Electrical Contracto
20/01/2025	Direct		750.00	750.00		R <input type="checkbox"/>	Receipt(s) Banked
20/01/2025	Direct		39.50	39.50		R <input type="checkbox"/>	Receipt(s) Banked
20/01/2025	Direct		46.15	46.15		R <input type="checkbox"/>	Receipt(s) Banked
21/01/2025	DD2	569.08		569.08		R <input type="checkbox"/>	EDF Energy
21/01/2025	Direct		750.00	750.00		R <input type="checkbox"/>	Receipt(s) Banked
23/01/2025	dd1	232.34		232.34		R <input type="checkbox"/>	Engie Gas
23/01/2025	8395	21.60		21.60		R <input type="checkbox"/>	Hunt, Christopher
24/01/2025	BCARD1	337.50		337.50		R <input type="checkbox"/>	DVLA Vehicle Licensing Online
24/01/2025	BCARD2	1,365.91		1,365.91		R <input type="checkbox"/>	Lookers Land Rover
24/01/2025	BCARD3	102.67		102.67		R <input type="checkbox"/>	W H Smith
24/01/2025	BCARD4	25.60		25.60		R <input type="checkbox"/>	Marks & Spencers
24/01/2025	BCARD5	12.59		12.59		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD6	44.89		44.89		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD7	31.99		31.99		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD8	22.99		22.99		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD9	106.99		106.99		R <input type="checkbox"/>	Wallgate Limited
24/01/2025	BCARD10	19.38		19.38		R <input type="checkbox"/>	Screwfix
24/01/2025	BCARD11	13.22		13.22		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD12	10.97		10.97		R <input type="checkbox"/>	VDDirect Ltd
24/01/2025	BCARD13	6.70		6.70		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD14	-32.99		-32.99		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD15	15.97		15.97		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD16	32.85		32.85		R <input type="checkbox"/>	The Co-operative Food
24/01/2025	BCARD17	241.25		241.25		R <input type="checkbox"/>	Orchard Works Garage Limited
24/01/2025	BCARD18	16.98		16.98		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD19	50.48		50.48		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD20	288.99		288.99		R <input type="checkbox"/>	Karcher Center Trafalgar
24/01/2025	BCARD21	3.89		3.89		R <input type="checkbox"/>	Amazon.co.uk
24/01/2025	BCARD22	21.56		21.56		R <input type="checkbox"/>	Amazon Business EU S.a.r.l
24/01/2025	BCARD23	81.00		81.00		R <input type="checkbox"/>	Shed Coffee House
24/01/2025	BCARD24	238.00		238.00		R <input type="checkbox"/>	Officesupermarket
24/01/2025	Direct		30.00	30.00		R <input type="checkbox"/>	Receipt(s) Banked
27/01/2025	Direct		10.00	10.00		R <input type="checkbox"/>	Receipt(s) Banked
27/01/2025	dd2	483.15		483.15		R <input type="checkbox"/>	The Fuelcard Company
27/01/2025	Direct		1,885.00	1,885.00		R <input type="checkbox"/>	Receipt(s) Banked
27/01/2025	Direct		1,547.13	1,547.13		R <input type="checkbox"/>	Receipt(s) Banked
28/01/2025	8389	330.00		330.00		R <input type="checkbox"/>	Froom & Co Limited

Bank Reconciliation up to 31/01/2025 for Cashbook No 1 - Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
28/01/2025	8390	330.60		330.60		R <input checked="" type="checkbox"/>	Airdrome Cars Ltd
28/01/2025	8391	912.00		912.00		R <input checked="" type="checkbox"/>	Lodge & Sons (Builders) Limite
28/01/2025	8392	51.24		51.24		R <input checked="" type="checkbox"/>	Huws Gray Ltd
28/01/2025	8393	120.00		120.00		R <input checked="" type="checkbox"/>	Stan Reynolds Stonemason
28/01/2025	8394	114.38		114.38		R <input checked="" type="checkbox"/>	The Anglia Sign Casting Compan
28/01/2025	8396	146.12		146.12		R <input checked="" type="checkbox"/>	East Herts District Council
28/01/2025	8397	726.89		726.89		R <input checked="" type="checkbox"/>	Mark Bulling
28/01/2025	8398	65.00		65.00		R <input checked="" type="checkbox"/>	Jill Dwyer Photography
28/01/2025	8399	120.00		120.00		R <input checked="" type="checkbox"/>	Dale, Lisa
28/01/2025	8401	972.00		972.00		R <input checked="" type="checkbox"/>	Fullerlong Limited
28/01/2025	dd	215.96		215.96		R <input checked="" type="checkbox"/>	Citation Limited
28/01/2025	8400	1,000.00		1,000.00		R <input checked="" type="checkbox"/>	Hailey Centre
28/01/2025	2346	311.86			311.86	<input type="checkbox"/>	Petty Cash
31/01/2025	DD1	195.52		195.52		R <input checked="" type="checkbox"/>	Onecom Limited
31/01/2025	dd2	759.20		759.20		R <input checked="" type="checkbox"/>	Techwyse
		<u>66,863.61</u>	<u>11,887.73</u>				

Signatory 1:

Name .....Signed .....Date .....

Signatory 2:

Name .....Signed .....Date .....