

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
web: 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 28th October 2024** commencing at **7pm** to transact the business set out in the agenda below.

Town Clerk
22nd October 2024

AGENDA

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

24/74 APOLOGIES FOR ABSENCE

To receive any apologies for absence

24/75 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Pecuniary Interest by Members

24/76 MINUTES

[📄] [👉]

To approve as a correct record the minutes of the Meeting of the town council held on 30th September 2024 (M04)

[Attached Appendix A]

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

Action	Owner	Update
<i>The County Councillors report included that there has been a 20% rise in bus use in the County, can this research be broken down to show use in Sawbridgeworth</i>	<i>Cllr Eric Buckmaster</i>	
<i>Email Taylor Wimpy to ask if they would</i>	<i>Clerk</i>	<i>Response received 3rd October 2024, 'I can confirm</i>

<i>assist in funding the resurfacing of footpath 9</i>		<i>that Taylor Wimpey's position remains the same. As the footpath in question is owned and managed by Hertfordshire County Council then Taylor Wimpey has no objection to them upgrading this'.</i>
<i>To enquire with EHDC to assess if the market can be situated in the Bell Street car park</i>	<i>Clerk</i>	Email sent to EHDC 9 th October 2024 and chaser sent 21 st October 2024, update on Clerks report for the market update later in the agenda.
<i>To contact other youth groups to assess if alternative groups would want a representative to attend civic functions with the Mayor for one year.</i>	<i>Clerk</i>	Commissioners emailed for Scouts and Guides 2 nd October 2024 and chaser sent 21 st October 2024 to both. Awaiting response from Guides and Scouts

24/77

PLANNING COMMITTEE



To receive and note the minutes of the Planning Committee held on 30th September 2024 (P07) *[Attached Appendix B]*



To receive and note the draft minutes of the Planning Committee held on 14th October 2024 (P08) *[Attached Appendix B]*

24/78

PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Town Council.

24/79

TOWN ACTION PLAN AND AMENITIES COMMITTEE



To receive and note the draft minutes of the Town Action Plan and Amenities Committee held on 14th October 2024 (T02) *[Attached Appendix C]*

24/80

MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive mayor's appointments and communications

24/81

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



[Attached Appendix D]



24/82

TOWN CLERK REPORT



To receive and note clerk's report for the month of September 2024. *[Attached Appendix E]*

- 24/83 TOWN PROJECT MANAGERS REPORT**
To receive a update from the Town Project Managers report for the month of September 2024. Paper to be presented at the meeting as work still being completed for full report to be available.
[Attached Appendix F]
- 24/84 SAWBRIDGEWORTH TOWN MARKET**
[📄] To receive an update on the town market project.
[Attached Appendix G]
- 24/85 FINANCIAL REPORT**
[📄] To note the current Financial Report
[Attached Appendix H]
- 24/86 ACCOUNTS FOR PAYMENT**
To note and approve accounts for payment.
- 24/87 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

SAWBRIDGEWORTH 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 30th September 2024.**

Those present

Cllr Eric Buckmaster	Cllr Simon Penney
Cllr Ruth Buckmaster	Cllr Greg Rattey
Cllr Annelise Furnace	Cllr John Rider
Cllr Dawn Newell	Cllr Reece Smith
	Cllr Steve Smith

In attendance:

Town Clerk

2 x members of the public

Joanne Sargent Project Manager

Welcome by the Town Mayor.

Thought for the day was read by Cllr Steve Smith.

24/60 APOLOGIES FOR ABSENCE

Cllrs Salvatore Pagdades, Angus Parsad-Wyatt, Nathan Parsad-Wyatt
[prop Cllr Greg Rattey; sec'd Cllr Ruth Buckmaster]

24/61 DECLARATIONS OF PECUNIARY INTEREST

No declarations of pecuniary interest were declared.

24/62 MINUTES

Resolved: To approve as a correct record the minutes of the meeting of the town council held on 22nd July 2024 (M03)
[prop Cllr Greg Rattey; sec'd Cllr Ruth Buckmaster]

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

Action	Owner	Update
<i>Mayor and Cllr Salvatore Pagdades to jointly write to the police asking for reassurance and proactive patrols are completed in relation to recent crime spikes and anti-social behaviour</i>	<i>Cllr Reece Smith and Cllr Salvatore Pagdades</i>	<i>Cllr Reece Smith and Salvatore wrote to Chief Inspector Cooke on the 12th August 2024 and Cllr Reece Smith met with the local policing team 5th September 2024</i>
<i>Update from Solicitor in regard to the the application being appealed to HHC to modify the definitive map in connection with the footpath at Elmwood</i>	<i>Clerk</i>	<i>Consultation with Tees completed and advised not to appeal the matter. Email sent to all interested parties 8/8/24</i>

- 24/63 PLANNING COMMITTEE**
Received and noted: the minutes of the planning committee held on 22nd July 2024 (P05)

Received and noted: the draft minutes of the planning committee held on 16th September 2024 (P06)
- 24/64 PUBLIC FORUM**
No questions were raised
- 24/65 FINANCE, POLICY and ECONOMIC DEVELOPMENT COMMITTEE**
Received and noted: the draft minutes of the Finance and Policy Committee held on 16th September 2024 (F02)
- 24/66 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
To receive new Mayor's appointments and communications
Cllr Reece Smith advised.
- Completed a walk and talk event with Scott Walker to promote mental health awareness.
 - Attended Harlow Museum event
 - Attended Fun on the Field which I thoroughly enjoyed
 - Attend the allotment show which has been held for 120 years
 - Attended retired Cllr Angela Alder and her husband's 70th wedding anniversary.
 - Had a productive meeting with the local neighbourhood team discussing local issues
 - Delivered a speech to the air cadets and discussed career aspirations.
 - I attended democracy day at Fawbert and Barnard and Reedings Schools.
 - Attended the local police officers walk and talk event where the drone was displayed.
 - Attended the town walk event
 - Read a prayer at the Evangelical Church at the Harvest Service.
- 24/67 REPRESENTATIVES REPORTS**
Received and noted: Representatives reports from:
- County Councillor E Buckmaster additionally added;
 - Across the County 451 reports were received on flooded roads, footways and subways across the county and 103 property's damage by flooding over two days.
 - Recent repairs have seen the roads clear through recent heavy rainfall
 - Dealing with the station road closure, this was applied after short notice. After getting in touch with other agencies the closure was lifted and delayed for one week to allow more notice and local business and community to prepare.
 - Most of the lining has been completed on the A1184 and this has to be completed. This road was repaired with heavy engineering and top dressed.
 - Network management and affinity water have met to discuss the recent water leaks due to the frequency of issues and monthly meetings have been set up to monitor progress.
 - The double yellow lines at Bullfields are completed, the 20mph in Bullfields will be implemented soon, several footpath resurfacing repairs will be taking place this financial year across the town and resurfacing of the roads in west Road and High

- Wych Lane.
- Funding is being supplied for the town sports club signs.

Questions.

Cllr Annelise Furnace highlighted the air quality consultation and urged Councillors and residents to respond to this.

Highlighted the 20% rise in bus use but asked if this could be broken down to show use in the town?

Has there been any further update on the resurfacing of footpath 9, can further enquiries be made with Taylor Wimpy?

Cllr Eric Buckmaster stated there may be section 106 money from the West Road developments that could possibly be moved from the planned double roundabout improvement scheme at the West Road, London Road Junction.

Cllr Simon Penney regarding the A1184 was there any updates from some of the patches still requiring repair?

Will tree cutting resume now the nesting season has finished as some trees are overhanging parts of the A1184 by up to twelve feet?

Regarding the broadband roll out, was there any update on Sawbridgeworth postcodes?

Commended the soft plastic recycling scheme.

Cllr Eric Buckmaster responded, he also fully supported the soft plastic recycling scheme which is having a positive impact on reducing the need to use landfill sites. East Herts stopped collecting leaves 12 years ago now, any tree issues can be reported via the Hertfordshire County Council website. The patches will be being repaired at the same time the lining is completed. He wasn't aware regarding the broadband roll out.

ACTION Cllr Eric Buckmaster will enquire if this can be done.

ACTION The Clerk to email Taylor Wimpy to ask if they would assist in funding the resurfacing of footpath 9

- Cllr Ruth Buckmaster, regarding the 5G question, three planning applications have been received to place masts in the town and all have been refused so far.

At DMC the Hertford, Bengoe development was discussed, being part of the Hert 4 development. The first 50 houses are built and the part 2 application for a further 118 houses, there has been a lot of objections from local residents. All three Bengoe councillors were against the development. The application was passed after a lengthy debate.

- Herts police – The report was read out which highlighted the new local policing priority to focus on motor vehicle ASB. A reduction has now been seen in issues and other local engagement activities have taken place. A request was made to promote Herts Connected the replacement system for Owl messaging.

Question,

Cllr Simon Penney asked if the request by the Mayor to change the police surgeries to patrols had taken place. The Clerk had requested this to PC Shelly Marshall who was willing to try this form of engagement.

Cllr Ruth Buckmaster updated on SYPRC during August had the new heat pumps installed and the centre is fully booked. A grant

has been applied for to replant a hedge.
RHSO are holding the apple day this Saturday, general maintenance is ongoing and planning is being completed for the 300 anniversary next year.

Cllr Annelise Furnace updated sustainable Sawbridgeworth held an energy Hub at the Town Walk event.

Cllr John Rider thanked Sustainable Sawbridgeworth for the vegetarian evening.

Cllr Simon Penney gave a sports association update, sports signage was discussed but is now in hand, MP Josh Dean had been contacted by David Royle regarding supporting sporting venues in Sawbridgeworth. The cricket club are looking to expand on to new grounds, sadly the large oak tree at the club required to be cut down. The tennis club is making further investments in pickle ball as it becomes more popular.

The next meeting is in November and he would like to make future updates on climbing and open water swimming which have local venues available.

24/68 TOWN CLERK REPORT

Received and noted: the clerk's report for the month of September 2024.

24/69 TOWN PROJECTS MANAGER REPORT

Received and noted: the Town Project Managers report for September 2024, a detailed explanation was given to the progress of a town market.

ACTION for the Clerk to enquire with EHDC to assess if the market can be situated in the Bell Street car park

24/70 POLICY MATTERS

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

- To debate and approve the proposal for a Mayors Cadet to attend civic functions with the Mayor.

Debate highlighted safeguarding, inviting other youth groups and a 6 month trial was agreed to assess the future of this role.

- **Resolved;** To alter the proposal to appoint a Mayors Cadet on a 6 months trial.

[prop Cllr Greg Rattey; sec'd Cllr Ruth Buckmaster]

- **Resolved:** to appoint a Mayors Cadet on a 6 months trial.

[prop Cllr Dawn Newell; sec'd Cllr Steve Smith]

Cllr John Rider abstained

- **Resolved;** To approve Standing Orders with the addition on Page 9 under point Y, reporting absence at council meetings protocol. Apologies are to be made to the Clerk.

[prop Cllr Ruth Buckmaster; sec'd Cllr Annelise Furnace]

ACTION for the Clerk to contact other youth groups to assess if alternative groups would want a representative to attend civic functions with the Mayor for one year.

- 24/71 FINANCIAL REPORT**
Noted: The current Financial Report
- 24/72 ACCOUNTS FOR PAYMENT**
Noted and Approved: Accounts for payment.
- 24/73 ITEMS FOR FUTURE AGENDAS**
 Nothing was raised.

Meeting ended at 8:20pm

<i>Action</i>	<i>Owner</i>	<i>Update</i>
<i>The County Councillors report included that there has been a 20% rise in bus use in the County, can this research be broken down to show use in Sawbridgeworth</i>	<i>Cllr Eric Buckmaster</i>	
<i>Email Taylor Wimpy to ask if they would assist in funding the resurfacing of footpath 9</i>	<i>Clerk</i>	
<i>To enquire with EHDC to assess if the market can be situated in the Bell Street car park</i>	<i>Clerk</i>	
<i>To contact other youth groups to assess if alternative groups would want a representative to attend civic functions with the Mayor for one year.</i>	<i>Clerk</i>	

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 14 October 2024** at 7pm.

Those present

Cllr Ruth Buckmaster
Cllr Angus Parsad-Wyatt
Cllr Nathan Parsad-Wyatt

Cllr John Rider
Cllr Steve Smith

In attendance:
C Hunt – Town Clerk

2 x Councillors

- P 24/67 APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence. Apologies received from Cllr Simon Penney and approved
[prop Cllr Angus Parsad-Wyatt secd Cllr Ruth Buckmaster]
- P 24/68 PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.
- P 24/69 DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Interest by Members. There were none.
- P 24/70 MINUTES**
Resolved: To approve as a correct record the minutes of the Meeting held on:
• 30 September 2024 (P07) *[prop Cllr Ruth Buckmaster; secd Cllr S Smith]*
- To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.
- P 24/71 NEIGHBOURING DEVELOPMENTS**
To report & receive updates on proposed neighbouring developments. There were none.

P 24/72 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/24/1690/HH 27 Vantorts Road, CM21

[Erection of single storey and two-storey side extension and first-floor rear extension. Insertion of 2 rear rooflight windows](#)

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

3/24/1696/VAR Land between 136 and 130 Sheering Mill Lane, CM21 9ND

[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 the variation of the approved plans to facilitate more modern living and divisions of public and private spaces and the variation of the wording of condition 17 to read as The first floor side \(East and West\) rooflights serving the dwelling as shown on drawing reference S73-01, S73-02, and S73-03 shall be non-opening up to 1.7 meters above the floor level of the roof they are within and shall be permanently retained in that condition thereafter](#)

STC Comment: No objection [*prop Cllr Angus Parsad-Wyatt; secd Cllr S Smith*]

3/24/1697/VAR Fairswell, 25 Vantorts Road, CM21

[Variation of condition 2 \(Approved Plans\) 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 fenestration arrangement](#)

STC Comment: No objection [*prop Cllr John Rider; secd Cllr R Buckmaster*]

3/24/1775/HH 1 Wimborne Close, CM21

[Two storey front extension. Creation of pitched roof over garage. Single storey side extension. Two storey rear extension incorporating Juliet balcony and external alterations. Alterations to fenestration](#)

STC Comment: Amendments noted – objections submitted on original application

3/24/1878/HH 1 Forebury Crescent, CM21 9BE

[Demolition of existing single storey rear element, erection of two storey rear extension and replacement front porch](#)

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

P 24/73 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 11 October 2024

3/24/1862/HH 16 Falconers Park CM21 0AU

[Removal of chimney. Erection of single storey rear extension, new roof to side extension, incorporating 2 rooflight windows, and conversion of garage to habitable space. Construction of front canopy.](#)

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

3/24/1863/HH **5 The Smithy CM21 9JL**

Retrospective application for the insertion of 2 roof lights.

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

P 24/74 **PLANNING DECISIONS MADE BY EHDC**

To receive Planning Decisions from EHDC.

3/24/1178/HH **The Dormers, Bonks Hill, CM21 9HU**

Removal of 1 front facing dormer. Construction of two storey side extension with a partial two storey front extension. Demolition and rebuilding of front porch. New first floor rear facing Juliet balcony. Changes to the external materials of the house.

STC Comment: No objection

EHDC Decision: Refused. "The proposed development would constitute inappropriate development within the Green Belt and additional harm would result from loss of openness. The harm by reason of its inappropriateness and loss of openness is not clearly outweighed by other considerations, nor have very special circumstances been demonstrated. The proposal is therefore contrary to Policy GBR1 of the East Herts District Plan 2018 and the National Planning Policy Framework 2023."

3/24/1254/FUL **31 Vantorts Road, CM21 9NB**

Removal of dwelling and outbuilding. Construction of sustainable new self-build dwelling

STC Comment: Concerned about design and construction impact on neighbouring properties. Officers should be reassured that impacts can be mitigated & Officers to explore the possibility of existing building being retained & developed to mitigate impact on neighbouring properties. Trees to be protected.

EHDC Decision: Granted.

ACTION – Write to planning department to ask the developer to undertake construction sensitively so as not to harm residential amenity and have a negative impact on vehicular movement.

UPDATE - Email sent 15th October 2024 by the Clerk

3/24/1460/HH **Firleighs, 72 Pishiobury Drive, CM21 0AF**

Single storey front extension, conversion of garage to habitable room and removal of garage door for window. Insertion of door to flank elevation and alterations to fenestration and erection of garage to front

STC Comment: No objection

EHDC Decision: Refused. "The proposed development is considered to be inappropriate development in the Green Belt, failing to comply with the exceptions outlined under paragraph 154 of the NPPF. The proposed additional footprint and floorspace would result in a structure 'materially larger' than the original dwellinghouse, resulting in harm to the openness of the Green Belt. No very special circumstances have been presented to clearly outweigh the identified harm. The development therefore is unacceptable in principle as it fails to comply with policy GBR1 of the East Herts District Plan and Section 13 of the NPPF" & "Insufficient information has been provided in respect of the front culvert and driveway areas, with no information provided on the proposed shifting of the driveway, works to the front culvert, and the impact of these upon the protected trees, the water environment and the landscape character of the Historic Garden. Therefore, insufficient evidence and justification has been provided to demonstrate compliance with Policies DES3, NE3, DES4, HA8 and WAT3 of the East Herts District Plan 2018 and the NPPF."

3/24/1466/LBC &

3/24/1467/HH

Green Man House, 123 Sheering Mill Lane, CM21 9ND

Regularisation for the insertion of french doors. Internal alterations to include blocking up of doorway at first floor, removal of doors and walls to ground floor and creation of utility/shower room. Removal of internal partition wall and alteration of ground floor pantry to form enlarged utility room & Retrospective application for insertion of French doors

STC Comment: No comment & No objection

EHDC Decision: Granted

P 24/75

PLANNING APPEALS

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

Meeting Closed at 7.09pm

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 30 September 2024** at 8.18pm.

Those present

Cllr Ruth Buckmaster
Cllr John Rider

Cllr Simon Penney
Cllr Steve Smith

In attendance:

C Hunt – Town Clerk
L Dale – Planning Officer

1 member of public

- P 24/58** **APOLOGIES FOR ABSENCE**
To receive and approve any apologies for absence. Apologies received from Cllrs A & N Parsad-Wyatt and approved [*prop Cllr Penney secd Cllr S Smith*]
- P 24/59** **PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.
- P 24/60** **DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Interest by Members. There were none.
- P 24/61** **MINUTES**
Resolved: To approve as a correct record the minutes of the Meeting held on:
• 16 September 2024 (P06) [*prop Cllr Penney; secd Cllr S Smith*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.
- P 24/62** **NEIGHBOURING DEVELOPMENTS**
To report & receive updates on proposed neighbouring developments. There were none.

P 24/63

PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/24/1664/HH **10 Falconers Park, CM21 0AU**

[Erection of single storey attached garage](#)

STC Comment: No objection however urge applicant to engage with neighbours regarding their concerns [*prop Cllr Penney; secd Cllr J Rider*]

3/24/1696/VAR **Land between 136 and 130 Sheering Mill Lane, CM21 9ND**

[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 the variation of the approved plans to facilitate more modern living and divisions of public and private spaces and the variation of the wording of condition 17 to read as the first floor side \(East and West\) rooflights serving the dwellings as shown on drawing reference S73-01, S73-02, and S73-03 shall be non-opening up to 1.7 meters above the floor level of the roof they are within and shall be permanently retained in that condition thereafter](#)

STC Comment: Unable to access revised plans on portal. EHDC notified 26 September. Deferred until next meeting

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

[Variation of condition 2 \(Approved Plans\) pursuant to planning permission 3/21/0080/HH – Alterations and raising of roof. First floor extension and alterations to fenestration. To retrospective amend the proposed elevations to change the material at first floor level from render to horizontal board cladding](#)

STC Comment: No objection. [*prop Cllr Buckmaster; secd Cllr Rider*]

3/24/1710/VAR **Fairswell, 25 Vantorts Road, CM21 9NA**

[Retrospective Variation of Condition 2 \(approved plans\) of 3/22/0211/FUL – Erection of 1, 4 bedroom dwelling. Creation of vehicle access and driveway and erection of cycle shed: To add 16 solar panels onto the south elevation roof](#)

STC Comment: No objection. [*prop Cllr Rider; secd Cllr Penney*]

3/24/1763/ADV **34 London Road, CM21 9JS**

[Removal of internally illuminated fascia and box signs. Installation of externally illuminated fascia sign and non-illuminated box sign](#)

STC Comment: Objection – design, appearance, materials, effects on street in conservation area. Unclear as to what has been applied for. Possible retrospective application. Enforcement complaint has been lodged. [*prop Cllr S Smith; secd Cllr S Penney*]

P 24/64

LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 27 September 2024

3/24/1775/HH 1 Wimbourne Close, CM21 0EA

Two storey front extension. Creation of pitched roof over garage. Single storey side extension. Two storey rear extension incorporating Juliet balcony and external alterations
STC Comment: Objection – overdevelopment of site. Concerns regarding impact on neighbouring amenity [prop Cllr Penney; secd Cllr S Smith]

3/24/1786/HH 7 Cedar Close, CM21 9NT

Proposed two storey and part single storey rear extension. New high level first floor side window. Infill ground floor side window
STC Comment: No objection [prop Cllr Penney; secd Cllr R Buckmaster]

P 24/65 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/24/1297/VAR 59 West Road, CM21 0BN

Variation of condition 2 (approved plans) pursuant to planning permission 3/23/1133/FUL dated 10.08.2023 (for: Demolition of semi-detached garage. Erection of single storey detached bungalow with associated parking). The amendments include an air source heat pump instead of gas boiler.

STC Comment: No objection

EHDC Decision: Prior Approval is not required

3/24/1341/HH 16 Falconers Park, CM21 0AU

Raising of roof ridge to side incorporating Juliet balcony at first floor, conversion of garage to habitable room, single storey rear extension incorporating roof lantern. Alterations to fenestration and erection of cladding at first floor

STC Comment: No comment

EHDC Decision: Refused. "The proposed raising of the roof and alterations to the existing two storey side extension by reason of its size, scale, massing and visually jarring design would fail to appear as a sympathetic addition to the building and would be detrimental to the character and appearance of the property and the street scene. The proposal would thereby be contrary to Policies DES4 and HOU11 of the East Herts District Plan 2018."

3/24/1548/PNHH The Paddocks, London Road, CM23 4AX

Single storey rear extension: Depth 8.00 metres, Maximum height 4.00 metres, Eaves height 2.50 metres

STC Comment: No objection

EHDC Decision: Prior Approval is not required

P 24/66 PLANNING APPEALS

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

Meeting Closed at 8.40pm

Appendix C

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 14th October 2024.**

Those present

Cllr Annelise Furnace
Cllr Dawn Newell
Cllr Salvatore Pagdades

Cllr Angus Parsad-Wyatt
Cllr John Rider

In attendance:

Christopher Hunt - Town Clerk 1 x Councillors

T24/16 APOLOGIES FOR ABSENCE

Cllr Simon Penney
[prop Cllr Angus Parsad-Wyatt sec'd Cllr Salvatore Pagdades]

T24/17 PUBLIC FORUM

No questions were raised

T24/18 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members.

T24/19 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on 15th July 2024 (T01)
[prop Cllr Salvatore Pagdades sec'd Cllr Angus Parsad-Wyatt]

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

Owner	Action	Completed
Cllr Reece Smith	A tree stump opposite Reedings School has become a trip hazard. To be raised with SYPRC who may own the land the stump is on	Cllr Reece Smith liaised with garden maintenance manager who stated that the root if removed could harm the tree. SYPRC will explore further options.
Clerk	To add LCWIP and the local recovery plan to the next Full Town Council meeting 22 nd July 2024	Added 16 th July 2024
Clerk	To add the Town market to be	Added 16th July 2024

	discussed at the next Full Town Council meeting 22 nd July 2024	
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T24/20 ALLOTMENTS

Received and noted – Allotments Officer Report

The report was talked through by the Clerk. Cllr John Rider asked if the meters are read to assess if there is a water leak. The Clerk confirmed this was done every month.

T24/21 CEMETERY

Received and noted – Cemetery update from the Clerk.

The Clerk explained that the cemetery needed to be assessed to future proof availability by purchasing land to the rear of the cemetery. Once this has been explored the development of the cemetery needs to be assessed as current prices are low compared to other locations. It was felt that the first step was to assess if the land was available for expansion and the cost that will be incurred. Grave digging and costings were to be assessed in the short term.

ACTION – Clerk to discuss land purchase, grave digging and funeral costs with cemetery manager.

T24/22 FOOTPATHS & OPEN SPACES

Cllr John Rider explained that the riparian rights had not been settled and a residents solicitor did not feel the house owner did not have responsibility. It was requested the Clerk asks the County and District Council regarding ownership and maintenance of the pathway and trees.

EHDC have agreed to assess the gritting adding Bell Street to the routes.

Cllr Annelise Furnace raised the concerns of footpath 9 surfacing and explained a member of Sustainable Sawbridgeworth has submitted a Freedom of Information (FOI) request. This has been submitted to East Herts Council as Sawbridgeworth Council and Herts County Council had asked for this path to be added to the plans for improvement but this appears to have been removed from the agreed plans with the developer. The FOI request may assist in understanding why and who made this decision.

The Clerk explained he has written to the ramblers association to request any paths obstructed they encounter for them to report this to him for further action to clear this. He also has formulated a letter to go out to residents who have overgrown trees or bushes to request these are cut back to derestrict any footpaths.

Cllr Furnace stated Mr Royle is working with EHDC officer Nicholas Maddox regarding grass cutting schedules and will be checking these for completion when walking around the town.

ACTION – Clerk to write to the County and District Council regarding ownership and maintenance of the pathway and trees.

T24/23 OPERATIONS

To receive, note and discuss matters relating to Operations. The Clerk covered the following items:

- Sawbobus: The Clerk explained that an approach had been made regarding sponsorship but the Town Council were not desperate to take on sponsorship but will be exploring a previous approach to Dorrington's Bakers.
- Public toilets have had a lock repaired and the toilets remain operational.
- CCTV has been used to collate evidence for a fail to stop accident which has led to a prosecution. Cllr Salvatore Pagdades asked if the CCTV could be monitored as per Hertford and Bishops Stortford. The Clerk explained that the cost would be restrictive due to the high cost and would negatively impact on the budget.

T24/24 ECO-AUDIT WORKING PARTY

Received and noted – Eco Audit Report

T24/25 REDUCING THE COUNCILS 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.

Resolved: To explore the above points to reduce the councils carbon footprint as per the advice from the 3 Acorns report.
[prop Cllr Angus Parsad-Wyatt sec'd Dawn Newell]

ACTION – Clerk to arrange for the Three Acorns report to be put onto the Town Council website.

T24/26 TOWN ACTION PLAN

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

- There has been some good work in road repairs but utility companies are still causing disruption
- Police liaison has improved and offices regularly used by local officers with the police car parked in the carpark. Police visibility has improved with councillor engagement.

- Sawbobus commuter service is being explored and a driver has completed a route for suggested commuter use and the times suited a link to train travel. Further work needs to be completed to assess if a different operator's license is needed.
- The Rangers have a new grit spreader and salt reserves for the winter months.
- Road treatment in the winter is being monitored by Cllr John Rider.
- Rangers are now completing simple bush cutting where it is reported causing issues for pedestrians.
- The car park consultation has now closed and an update should be released soon.
- Encouragement should be made for residents to fault report via the District Council website rather than on social media.
- A Christmas event with shops was discussed and Cllr Greg Rattey and the Events manager are exploring a project on the run up to Christmas.
- The market was discussed and a response from East Herts Council regarding the use of the Bell Street car park was being sought.
- A booklet was being explored to contain local information with who to contact and for what, key contacts, business directory, local events, sports groups and venues for hire.

ACTIONS –

- the Clerk to contact the head at Leventhorpe to explore if students could assist in producing a booklet with local information.
- The Clerk to explore licenses required to run a commuter bus service.

T24/27 COUNCILLOR ENGAGEMENT

- Cross border meeting highlighted sharing each councils events calendar to assist in promoting and negate clashing events.
- Energy Hub at the Christmas lights event.
- Police regular engagement patrols along Bell Street, times and dates to be confirmed.

T24/28 ITEMS FOR FUTURE AGENDAS

ACTION - Clerk to ask if RHSO require an item on the agenda for the 300th anniversary celebrations in 2025?

Meeting ended at 8:33pm

ACTIONS

Owner	Action	Completed
Clerk / Cemetery manager	Cemetery, to discuss land purchase, grave digging and funeral costs with cemetery manager	
Clerk	To arrange for the 3 Acorns report to be put onto the Town Council website.	
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 th October 2024
Clerk	To contact the head at Leventhorpe to explore if students could assist in producing a booklet with local information.	Email sent 15 th October 2024 to Malcolm Wight Head. He is liaising with the IT department.
Clerk	To explore licenses required to run a commuter bus service	
Clerk	To ask if the RHSO committee require an item on the agenda for the 300 th anniversary celebrations.	Emails sent to Ruth and Eric 15 th October 2024

Appendix D

County Councillor Eric Buckmaster's Report

Hertfordshire County Council has submitted to the government an Expression of Interest in a devolution deal for the county.

The county is seeking devolution of the powers and funding that will enable us to increase investment in priority areas such as our transport links, education, health and natural environment to ensure Hertfordshire's communities and businesses have more opportunities to reach their full potential.

Richard Roberts, Leader of Hertfordshire County Council said: "Against a backdrop of financial pressures and growing demand for our services we're seeking a devolution deal for Hertfordshire that maximises our many strengths and enables us to better tackle the challenges we face. From investment in our roads and public transport to keep Hertfordshire moving to tackling health inequalities in our county and growing our green spaces transferring key powers and funding transferred from central government to local decision makers will help us ensure our places are thriving, our people are healthy and our businesses prosper.

"With an economy worth £46bn and population of 1.2m residents, Hertfordshire is an economic powerhouse larger than many cities and city regions. We have a strong track record of innovation and are ideally placed to drive growth in globally important sectors including biosciences, advanced manufacturing, and film and TV production.

"A strong devolution deal for Hertfordshire from central Government could enable us to help more people to access good jobs and skills, and new high quality, sustainable homes in the right places.

"We're looking forward to working positively with the government as ministers develop their devolution programme."

£3,000 grants up for grabs for biodiversity projects across the county

Hertfordshire County Council is on the lookout for projects to support with its Environmental Improvement Grant, with up to £3,000 in funding available for people or groups who are hoping to improve nature on their land and in their local communities.

The grant, which has contributed £27,214 to 16 projects to date, was created to help deliver the county council's Sustainable Hertfordshire ambition to enhance nature across the county by 2050.

Any project delivering improvements for biodiversity could be eligible, for example tree planting, hedgerow creation, wildflower meadow establishment or pond creation.

Applicants can apply for the grant to cover up to 50% of the agreed cost of their project, up to a maximum of £3,000, and is available within Hertfordshire to community-based organisations including parish and town councils, and to private landowners and land managers.

Hertfordshire County Council's countryside management team will then review the projects and can also provide support with planning and design, as well as helping applicants to apply for other grant funding opportunities.

Eric Buckmaster, Executive Member for The Environment at Hertfordshire County Council said:

“The Environmental Improvement Grant is a demonstration of our commitment to work with our communities to restore and enhance nature across Hertfordshire as we work towards a greener future. The grant allows us to give funding, advice and support to the people who want to improve their local area through larger projects and have a vested interest in delivering natural improvements that also benefit their friends, families, and neighbours.

Cory has recently opened applications for this year’s Community Fund. Grants of up to £7,500 are available for groups and organisations which have a positive impact on their local communities.

The aim of the Community Fund is to support groups and projects that play a role in strengthening local communities, with a particular focus on activities that support Cory’s wider goals of:

- Enhancing the local environment
- Preventing waste and growing the reuse economy
- Enhancing science, technology, engineering, arts and mathematics skills
- Supporting employability skills and helping people to access education

Grants are available to groups based in the boroughs in which Cory operates, which are: Barking and Dagenham, Bexley, City of London, Gravesham, Greenwich, Lambeth, Hammersmith and Fulham, Hertfordshire, Kensington and Chelsea, Thurrock, Tower Hamlets, Wandsworth, and Westminster.

Applications are open until 29 November 2024, with grants distributed to successful organisations in 2024 and 2025.

If you are aware of any groups or organisations within your local area who may benefit from a grant, please direct them to our website at <https://www.corygroup.co.uk/sustainability/community/fund-application/where-they-can-find-out-more-information-and-how-to-apply>.

Gritters on standby as winter approaches

From Tuesday 1 October, Hertfordshire County Council’s fleet of over 58 gritters are on standby, ready to spring into action and salt the county’s roads when freezing weather approaches.

Gritter crews and decision makers from our highways team will be ready around the clock to cover nearly half of Hertfordshire’s entire road network – that’s more than 1,500 miles (2,500km).

Air purifier project extended to 63 schools

Our Schools Ventilation Project installed air purifiers in 30 Hertfordshire primary schools earlier this summer, with around 8,000 children and 400 staff benefitting from cleaner air. Thanks to some additional funding, this project has now been rolled out to an additional 33 schools, providing cleaner air for over 16,000 children and 800 school staff. The 380 air

quality monitors that have been installed as part of the project will be used to measure the impact of the purifiers over a year.

Public engagement on Air Quality Strategy is now live

The Hertfordshire County Council Air Quality Strategy is now 6 years old. Since publication we have been through a pandemic changing the way we work, the need for travel and our travel behaviours. We have seen improvements due to newer vehicles releasing less emissions from the tailpipe and seen the main source of particulate matter change to solid fuel burning as the number of log burners at home increases. Despite improvements in air pollutant sources (such as the levels of pollutants emitted from the tailpipe of vehicles), poor air quality is still the largest environmental risk to public health in the UK. Long term exposure to air pollution in England causes between 26,000 and 38,000 deaths per year.

Air quality affects everyone with some more at risk than others including our children, older adults, and those with underlying health conditions. The effects e.g., onset of cardiac arrest, can occur during elevated short term air pollution events, and through exposure to lower pollution levels over long periods

Last month we launched a period of public engagement seeking views to help inform the council's refreshed Air Quality Strategy and ensure that our residents' knowledge and stance around this important issue are built into the work we do to create cleaner air for all. Over 800 people have shared their views on air quality in Hertfordshire.

We are seeking your views about air quality to help inform the new Air Quality Strategy and ensure that your knowledge and stance around this important issue are built into the work we do in partnership to create cleaner air for all.

Public Engagement start date: 9 September 2024

Public Engagement closing date: 20 October 2024 (11.45pm)

Share the survey with residents in your communities to help us understand what matters to them around this important topic before Sunday 20 October.

Local Nature Recovery Strategy update

Since the recent final engagement events, the LNRS team have been busy reviewing and analysing the information provided, with close to 300 sites put forward for inclusion in the LNRS. Our team are cross referencing this data and site information with ecological data to identify opportunities and constraints for nature recovery across the county. The species shortlist will soon be ready to share more widely after engaging with technical specialists. A production team has now been assembled and they are working to create a user-friendly and engaging platform to host the LNRS once complete. Get the latest updates from the HNRP on their website.

Hertfordshire county Council's Countryside and Rights of Way service is working in partnership with East Herts District Council (EHDC) to carry out wildflower meadow creation at several sites this autumn

This work will help to provide greater opportunities for pollinating insects and it will contribute towards the Sustainable Hertfordshire Strategy objective to 'improve wildlife on land and in water by 20% by 2050'.

Areas of some greenspaces were identified as being suitable spaces for habitat improvement through greenspace opportunities audits undertaken in 2021 and 2022. The areas within each greenspace have been carefully chosen so that they do not impact on the existing facilities.

Addition of wildflower seeds will be carried out following cultivation of these carefully selected areas in October 2024.

Ongoing management of all sites will enable seeds to germinate and become established. This will involve regular mowing in 2025, to control dominant grasses and annual species.

Then from 2025 onwards, these areas will be allowed to grow long and an annual cut and collection of each site will be carried out during late summer each year.

In addition to this, areas that were seeded last year will have a little more seed added this autumn.

List of new sites to be seeded with wildflowers this autumn below (please note that East Herts sites are those that were delayed from last autumn).

East Herts

- Buryfields Open space, Hertford
- Cecil Road Play Area, Hertford
- Lower Bourne Gardens, Ware
- Northolt Avenue Play Area, Bishops Stortford
- Rush Close, Stanstead Abbots
- Sacombe Road, Hertford
- Vixen Drive, Hertford
- Waytemore Road Play Area, Bishops Stortford

Hertfordshire space sector light-years ahead in UK space industry

Hertfordshire County Council joined the global celebration of World Space Week 2024 from 4-10 October, spotlighting the county's flourishing space sector that is at the heart of the UK's space industry - valued at £18.9 billion

Hertfordshire is home to several leading research institutions and space and defence companies that are at the forefront of space exploration and climate science.

The University of Hertfordshire and the Bayfordbury Observatory. Hertfordshire's university offers an abundance of courses aligned to space science from astrophysics to aerospace engineering. The east of the county is home to the university's Bayfordbury Observatory, one of the largest and best-equipped teaching observatories in the UK

Airbus headquarters in Stevenage, is responsible for a third of the world's geostationary satellites – with manufacture starting in our county. Airbus' Stevenage site is responsible for building the Aeolus satellite. Aeolus was the first satellite to measure Earth's wind profiles on a global scale, from the ground up to the stratosphere. This data has been crucial for improving weather forecasting, climate research, and understanding atmospheric dynamics.

HertsLynx 'Magic Bus' Reaches 100,000 Passenger Trips in Three Years Since Launch

The uber-style on-demand bus service HertsLynx, that has been serving residents in north and east Hertfordshire for three years, has recently celebrated its 100,000 passenger trip.

HertsLynx offers a flexible way to travel; unlike traditional bus services, it doesn't follow a timetable or have any set routes, instead passengers can choose from a wide variety of pick up and drop off locations within designated operating zones. Passengers can select where and when they would like to travel by using the HertsLynx app, booking website or by calling the HertsLynx team. The number of passenger trips have been growing steadily since the service began operating in September 2021, and now averages 5,500 trips per month.

New Rhyme and Sign sessions at Hertford and St Albans libraries

We are celebrating a new scheme for D/deaf children that has launched in our Libraries. Kathy Goodwin, a qualified teacher for D/deaf children and young people working for the SEND Specialist Advice and Support Service at Hertfordshire County Council, delivered her first 'Rhyme and Sign' session at Hertford Library this month. The session was well attended and Kathy used BSL (British Sign Language) to translate the rhymes and songs for children with hearing loss and younger babies who haven't yet learnt to speak.

Government endorses East Herts Council's air quality action plan

The Government has recognised East Herts Council's air quality action plan (AQAP) as an example of best practice. The Department for Environment, Food and Rural Affairs (DEFRA) has included the district's document on its website to help other local authorities develop their approaches to improving air quality. East Herts is one of 236 councils in the UK required to develop an AQAP for areas where air quality does not meet national standards. EHC is collaborating with Hertfordshire County Council to develop a local cycling and walking infrastructure plan (LCWIP). There are also efforts to minimise congestion, promote public transport and encourage electric car uptake.

Helen Standen appointed interim CEO for a period up to 18 months while a permanent CEO is recruited. Conservative Group at District has suggested that a shared CEO could be a potential solution for the future, if there was such an interest and benefit in doing so, and if a candidate partner authority could be found.

Bishops Stortford Recycling Centre closed for 8 weeks for upgrades in space, parking and containers. I agreed to a full closure rather than limited opening hours during the upgrade work. This was for practical and cost effective reasons. Residents can use Ware or other centres. As previously mentioned I had also arranged for mutual access with Essex. Most of our residents use Harlow so shouldn't be affected, although Essex have a booking system.

Councillor Eric Buckmaster,
Sawbridgeworth Town Council
Tel 07578170303

District Councillor Report – Cllr Angus Parsad-Wyatt Sawbridgeworth Town Council - October 2024

There was a full Council meeting of East Herts District Council on 16th October. The full agenda for that meeting can be found [here](#), and a recording of the meeting can be viewed [on YouTube](#).

There are two particular items which may be of interest to Sawbridgeworth councillors and residents:

Community Governance Review

Periodically, the District Council may undertake a Community Governance Review to assess whether town/parish council boundaries and warding arrangements are still suitable, and to ask those councils and local communities whether they would like to see any changes made.

This process requires consultation across the whole District, as changes made in one ward affect neighbouring wards. For example, if Thorley Parish Council decided it felt Spellbrook should be under their governance, we in Sawbridgeworth would need to be consulted as it would affect our area.

Sawbridgeworth Town Council was previously asked whether we would want the Town to be split into wards. The council voted against the idea and responded accordingly. However, the CGR Working Group at East Herts felt this should still be considered as part of the formal consultation.

During the District Council meeting, Cllr E Buckmaster and I restated the view of Sawbridgeworth Town Council, and the unique nature of our town would not suit having Councillors only representing certain quarters. I also asked the Head of Democratic Services to ensure that local views and knowledge are fully taken into account during the consultation.

Council voted to adopt the Terms of Reference for the Community Governance Review, and the timetable for the review, which is as follows:

- Initial submissions invited/ publicity campaign - 28 October to 6 January 2025
- Deadline for initial submissions - 6 January 2025
- Consideration of submissions/ preparation of draft recommendations - January/February 2025
- Publication of draft recommendations - 3 March 2025
- Consultation on draft recommendations/publicity campaign - 3 March to 12 May 2025
- Deadline for consultation responses - 12 May 2025
- Consideration of responses/ preparation of final recommendations - May/June 2025
- Publication of final recommendations - July 2025
- Council meeting to make any Reorganisation Order - July 2025
- Effective date for any revised electoral arrangements - 6 May 2027 (next ordinary town/parish council elections)

Motion regarding changes to the Winter Fuel Allowance

Councillor Holt proposed, and I seconded, a motion opposing the Government's removal of the Winter Fuel Allowance, and requesting more support for vulnerable pensioners as we head towards winter.

The motion resolved and required the Council to take four actions:

1. **Oppose the Removal of Winter Fuel Payments:** Strongly oppose the Government's decision to restrict the Winter Fuel Payment to pensioners receiving Pension Credit or certain means-tested benefits, and recognise the disproportionate negative impact this policy will have on some of our most vulnerable elderly residents, particularly in rural areas.
2. **Call for a Government Review:** Instruct the Leader of the Council to write to the Chancellor of the Exchequer, urging a full review of the decision to means-test the Winter Fuel Payment. The Council will advocate for ensuring that all pensioners, especially those not receiving Pension Credit but still vulnerable to fuel poverty, continue to receive essential winter fuel support.
3. **Engage Local MPs:** Instruct the Leader of the Council to write to the four Members of Parliament representing East Hertfordshire, urging them to lobby the Government for a reversal of this decision and to ensure protections are in place for vulnerable pensioners who are at risk of fuel poverty. This action is crucial given that 27,486 local pensioners may be affected by this change.
4. **Promote Benefit Awareness:** Instruct the Leader of the Council to write to the Secretary of State for Housing, Communities and Local Government to seek additional funding for a local outreach and awareness campaign. This campaign will aim to inform pensioners about their eligibility for Pension Credit and other related benefits, particularly targeting those who are eligible but not currently claiming. This effort is intended to ensure that no pensioner misses out on support due to lack of awareness.

The motion passed, having been supported by all Conservatives, Liberal Democrat, Green, and Independent councillors from across the District. The five Labour councillors voted against the motion.

Other updates:

- Richard Cassidy resigned as Chief Executive of East Herts in mid-September. His Deputy, Helen Standen is now the Interim Chief Executive.
- Head of Finance, Steven Linnett, is retiring at the end of November.
- The car parking consultation has now closed, and we will report on any feedback or updates as soon as we hear of them.

Upcoming meetings

- Full Council: The next East Herts Full Council meeting is on 11th December
- Committee – Standards: The next Standards Committee meeting is on 28th January

Cllr Annelise Furnace, Eco representative report for 28 October 2024 (at 20 October 2024)

Sawbo Travel Challenge Week & Town Walk – 23 to 28 September

- Five primary schools took part in the week, which ended with STC's Town Walk, when pupils brought their families along to cover a route around the town.
- Community Connections stalls were situated at the start of the walk along with Sunny the Sawbosaurus.
- Community stops were hosted by Rotary, WI, the Library and Sustainable Sawbridgeworth at the Energy Hub, and families could do an activity or game at each.
- We had excellent feedback from participants and estimate round 150 children plus family members took part.



Sustainable Sawbridgeworth Veggie Feast – 21 September

- Over 90 attendees sampled a wide range of vegetarian and vegan dishes, all produced by members of the group.
- Globally the UN estimates livestock emissions make up more than 14% of all man-made greenhouse gases including methane.
- The evening was designed to show swapping the occasional meat-based meal for plant-based can help reduce climate change, and to celebrate communal cooking and eating.



EHC Climate Forum – 7 October

- A round up on energy hub progress around the district, community hall decarbonisation plans and NEF grants.

Up and coming (correct at time of writing)

- 19 November – Hertfordshire Climate Change and Sustainability Partnership event
- 23 November – Repair Café at the Bullfields Centre
- 28 November – EHC Climate Forum
- 30 November – Energy Hub at Christmas Lights switch-on

Appendix E

Sawbridgeworth Town Council

Memorandum from the Town Clerk

To: All Members
From: Christopher Hunt
Subject: **Clerk's Report October 2024**
Date: 28th October 2024

Allotments

- Some eviction notices have been issued and tenancies have been renewed and majority of payments received.

Bell St Car Park

- Enquiries have been made to buy or rent spaces for the Town Council to fit EV chargers, this has been refused due to the current EV charging project being pursued by EHDC.
- Enquiries have been made regarding four reserved spaces for the nursery, a response has been received stating, *The parking spaces for The Elms was an historic and unique agreement included firstly in a long lease then transferred within the sale of the property where the buyers were granted continued use of the 4 designated parking bays. The Council retained the right to re-locate the 4 bays at any time.*
- Use of parking bays to position market, this matter will be highlighted on the Market update

Cemetery

- Continued trees and internments
- Further consideration needs to take place for the future of the cemetery and the investment needed to future proof the availability of burial space for the Town. The Cemetery manager will be making enquiries with the landowner to assess the price to purchase the field adjoining.

Chamber Utilisation

- A regular booking has been taken by a community group which is a weekly term time reservation.
- Town twinning have booked the chamber for a reception for the twinning visitors.
- Training has taken place for the whole team for first aid.

Community Transport - Sawbobus and Minibus Hire

- Exploration has been made to run a commuter transport link from the outskirts of the town feeding back to the train station. Timings have worked to limit the impact on the regular Sawbobus service and the license required remains the same as the Sawbobus. Further work on this project is needed to seek interest in running the service.

Crime Prevention

- CCTV images provided to police and insurance companies in the past month for driving offences and criminal damage and anti-social behaviour.
- Police officer and Councillor 'walk and talk' initiative in Bell Street to complement surgeries in the council offices.

Democratic Services

- Road closure notices applied for and authorised regarding the remembrance Sunday and Christmas lights event.

Fly Posting

- Continued surveillance and unauthorised advertising removed.
- Authorised charity banners installed and removed in a timely manner.

Hanging Baskets and Planters

- London Road, Bell Street and the phone box worked well this year with the local sponsor. Watering was completed to these and High Wych planters by the rangers, High Wych PC pay a small fee to Sawbridgeworth TC for this service.

Projects

- Jubilee Gardens; we have had a response to the pre planning advice and the designers are now compiling pricing and detailed design breaking the project down into three stages.
 - Stage 1 Detailed design to facilitate planning application.
 - Stage 2 Tender preparation and action.
 - Stage 3 Operations on site and project management.

Publicity/Information:

- Clerks Corner continues to be reported on in the Flyer every month
- Regular updates are being completed on the website and social media .

Recreation Areas

- West Road has seen further anti Social behaviour reports regarding rubbish being thrown around the park and into the brook. The police have been made aware and the rangers will complete more regular visits.

Staffing

- All officers have been able to take leave across the summer period and no staff are reported as sick.

Training

- All staff trained in first aid, certificates last for three years.

Appendix F

Sawbridgeworth Town Council

Memorandum from Town Projects Manager

To: All Members
From: Joanne Sargant
Subject: Events 2024-2025
Date: 23rd October 2024

Forward Planning Dates for Dairy 2024 - 2025

- **Remembrance Day** – Sunday 10th November 2024 at 3pm, Great St Mary's Church. Please arrive by 2.50pm at the church yard, the parade sets off from Bell Street car park around that time. If you are laying a wreath, Joanne will be there to coordinate.
- **Christmas Lights Switch On** – Town Centre - Saturday 30 November 2024 from 3pm – Lights switched on 6pm. Planning is going well and we have a good supply of stalls, local choirs are booked to perform and a new exciting grotto area will be in a new location to enhance the event.
- **Civic Service** – Great St Mary's Church - DATE TBC in 2025 - 3pm a light buffet / refreshments will be served following the service at the council chamber.
- **V E Day Civic Ceremonial** – Thursday 8th May 2025 – wreath laying at Airfield and beacon lighting at Town Council will take place and national civic ceremonial duties will be carried out.
- **V E Day Town Event** – Saturday 10th May 2025 – Initial thoughts about what should be included in this event and how it will work are still in progress and some good ideas have already been expressed. The next meeting is 10th December at 7pm in the council chamber
- **Fun on the Field** – Bullfields - Saturday 30th August 2025: 12 to 5pm
- **Town Walk** – Saturday 27th September 11am to 2pm

Appendix G

Sawbridgeworth Town Council

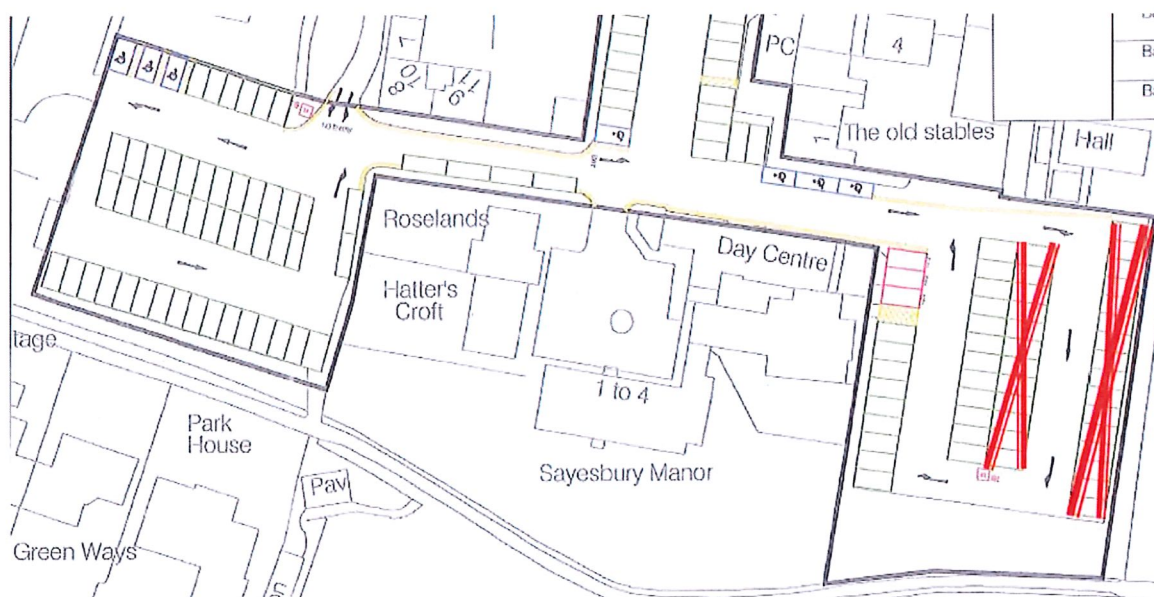
Memorandum from the Town Clerk

To: All Members
From: Christopher Hunt
Subject: **Market update**
Date: 28th October 2024

Subject: Implementation of a Town Market

Following a constructive meeting between Joanne Sargant and Darren Rowley (EHDC Market Officer) regarding the implementation of a market in the town. We had reached a bit of a dead end after losing the original proposed venue. However, after walking around the town and surveying different locations, we identified the best option in the car park off Bell Street. I have attached a map indicating the ideal location on the west side of the rear parking bays. This will mean utilising 28 spaces when the market is open.

It was felt that Fridays would be the best days for the market to trade. As such, an email was sent on 9th October to East Herts Council requesting if the market would be possible, and would there be any charge for its use?



EHDC Officers will assess various considerations to evaluate and determine if they can accommodate our request.

Once the new EV bay locations and any necessary excavation for power supply are identified, the primary ongoing contractual and commercial consideration will be ensuring that customers can access and use the charge points without hindrance. This is feasible, but it requires a clear understanding of the optimal locations for the bays.

An officer is currently gathering information on other car park-related factors, including overall space availability on Fridays, revenue implications, and compatibility with existing traffic regulation orders.

Given that there is a new car parking strategy forthcoming, and in line with their corporate plan to encourage local trade and markets, further EHDC internal discussions will be necessary to integrate these elements effectively. They will collaborate with us as more information becomes available.

Appendix H

	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							
4003 Sargant J							
4004 Parrish S							
4005 Dale L							
4011 V Derrick							
4013 Crank D							
4015 C Hunt							
4035 NIC - Employers							
4040 Pension Employers							
Staff :- Indirect Expenditure	<u>105,530</u>	<u>275,700</u>	<u>170,170</u>	<u>0</u>	<u>170,170</u>	<u>38.3%</u>	<u>0</u>
Net Expenditure	<u>(105,530)</u>	<u>(275,700)</u>	<u>(170,170)</u>				
<u>200 General Administration</u>							
1076 Precept	226,388	452,775	226,388			50.0%	
1090 Interest Received	3,289	5,000	1,711			65.8%	
1999 Miscellaneous Income	29	0	(29)			0.0%	
General Administration :- Income	<u>229,706</u>	<u>457,775</u>	<u>228,069</u>			<u>50.2%</u>	<u>0</u>
4070 Subscriptions	1,751	2,500	749		749	70.0%	
4075 IT Support	5,599	15,000	9,401		9,401	37.3%	
4080 Training (Members)	0	500	500		500	0.0%	
4081 Travel Expenses	182	550	368		368	33.0%	
4082 Training (Staff)	945	1,000	55		55	94.5%	
4083 Clerks Expenses	17	0	(17)		(17)	0.0%	
4090 IT Development	0	1,600	1,600		1,600	0.0%	
4095 Photocopy Charges	654	1,500	846		846	43.6%	
4100 Telephone/Broadband	(98)	3,000	3,098		3,098	(3.3%)	
4105 Postage	294	900	606		606	32.7%	
4110 Stationery	392	1,000	608		608	39.2%	
4115 Insurance	15,156	10,000	(5,156)		(5,156)	151.6%	
4120 Bank Charges	114	500	386		386	22.8%	
4125 Repairs & Renewals	0	750	750		750	0.0%	
4130 Staff Care	722	1,500	778		778	48.1%	
4135 Office Care	623	3,000	2,377		2,377	20.8%	
4140 Office Equipment	166	1,500	1,334		1,334	11.1%	
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	600	6,000	5,400		5,400	10.0%	
4195 Tourism	401	1,000	599		599	40.1%	

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4200 Web-site	1,038	1,500	462		462	69.2%	
4201 Web-site development	0	1,500	1,500		1,500	0.0%	
4215 Town Signs	138	500	362		362	27.6%	
4990 Contingency	0	3,000	3,000		3,000	0.0%	
General Administration :- Indirect Expenditure	<u>29,562</u>	<u>64,865</u>	<u>35,303</u>	<u>0</u>	<u>35,303</u>	<u>45.6%</u>	<u>0</u>
Net Income over Expenditure	<u>200,144</u>	<u>392,910</u>	<u>192,766</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	(6,000)	10,000	16,000		16,000	(60.0%)	
4315 Mayor's Allowance	951	1,500	549		549	63.4%	
4330 Civic Events	524	2,500	1,976		1,976	21.0%	
4335 Civic Dinner Expenditure	3,015	5,000	1,985		1,985	60.3%	
Democratic Services :- Indirect Expenditure	<u>(1,510)</u>	<u>19,000</u>	<u>20,510</u>	<u>0</u>	<u>20,510</u>	<u>(7.9%)</u>	<u>0</u>
Net Income over Expenditure	<u>4,615</u>	<u>(14,000)</u>	<u>(18,615)</u>				
<u>220 Grants</u>							
4350 Grants - SYPRC	0	1,000	1,000		1,000	0.0%	
4355 Grants - The Hailey Centre	0	1,000	1,000		1,000	0.0%	
4370 Grants - S137	0	75	75		75	0.0%	
4375 Freedom of the Town	1,224	1,000	(224)		(224)	122.4%	
4380 Grants - Other	1,800	3,500	1,700		1,700	51.4%	
Grants :- Indirect Expenditure	<u>3,024</u>	<u>6,575</u>	<u>3,551</u>	<u>0</u>	<u>3,551</u>	<u>46.0%</u>	<u>0</u>
Net Expenditure	<u>(3,024)</u>	<u>(6,575)</u>	<u>(3,551)</u>				
<u>300 Civic Centre</u>							
1400 Rental Income	535	800	265			66.9%	
Civic Centre :- Income	<u>535</u>	<u>800</u>	<u>265</u>			<u>66.9%</u>	<u>0</u>
4405 Rates	6,972	9,500	2,528		2,528	73.4%	
4410 Heat & Light	3,460	10,000	6,540		6,540	34.6%	
4415 Water	284	600	316		316	47.3%	
4420 Maintenance	1,426	5,000	3,574		3,574	28.5%	
4425 Fixtures & Fittings	51	0	(51)		(51)	0.0%	
4445 New Equipment	2,631	3,000	369		369	87.7%	
Civic Centre :- Indirect Expenditure	<u>14,823</u>	<u>28,100</u>	<u>13,277</u>	<u>0</u>	<u>13,277</u>	<u>52.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(14,288)</u>	<u>(27,300)</u>	<u>(13,012)</u>				

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	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	2,005	5,000	2,995		2,995	40.1%	
Hailey Centre :- Indirect Expenditure	<u>2,005</u>	<u>5,000</u>	<u>2,995</u>	<u>0</u>	<u>2,995</u>	<u>40.1%</u>	<u>0</u>
Net Expenditure	<u>(2,005)</u>	<u>(5,000)</u>	<u>(2,995)</u>				
<u>330 Other Rented Accommodation</u>							
4400 Rent	1,895	3,425	1,530		1,530	55.3%	
Other Rented Accommodation :- Indirect Expenditure	<u>1,895</u>	<u>3,425</u>	<u>1,530</u>	<u>0</u>	<u>1,530</u>	<u>55.3%</u>	<u>0</u>
Net Expenditure	<u>(1,895)</u>	<u>(3,425)</u>	<u>(1,530)</u>				
<u>400 Bullfield Allotments</u>							
1500 Allotment Rent Income	252	850	598			29.6%	
1510 Allotment Water Income	33	200	168			16.3%	
Bullfield Allotments :- Income	<u>284</u>	<u>1,050</u>	<u>766</u>			<u>27.1%</u>	<u>0</u>
4415 Water	588	600	12		12	98.0%	
4420 Maintenance	62	700	638		638	8.9%	
Bullfield Allotments :- Indirect Expenditure	<u>650</u>	<u>1,300</u>	<u>650</u>	<u>0</u>	<u>650</u>	<u>50.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(366)</u>	<u>(250)</u>	<u>116</u>				
<u>410 Bellmead Allotments</u>							
1500 Allotment Rent Income	188	120	(68)			156.3%	
1510 Allotment Water Income	18	30	13			58.3%	
Bellmead Allotments :- Income	<u>205</u>	<u>150</u>	<u>(55)</u>			<u>136.7%</u>	<u>0</u>
4415 Water	50	100	50		50	50.3%	
4420 Maintenance	0	250	250		250	0.0%	
Bellmead Allotments :- Indirect Expenditure	<u>50</u>	<u>350</u>	<u>300</u>	<u>0</u>	<u>300</u>	<u>14.4%</u>	<u>0</u>
Net Income over Expenditure	<u>155</u>	<u>(200)</u>	<u>(355)</u>				
<u>420 Vantorts Allotments</u>							
1500 Allotment Rent Income	110	125	15			88.2%	
1510 Allotment Water Income	12	25	13			48.0%	
Vantorts Allotments :- Income	<u>122</u>	<u>150</u>	<u>28</u>			<u>81.5%</u>	<u>0</u>
4415 Water	98	100	2		2	98.4%	
4420 Maintenance	0	500	500		500	0.0%	
Vantorts Allotments :- Indirect Expenditure	<u>98</u>	<u>600</u>	<u>502</u>	<u>0</u>	<u>502</u>	<u>16.4%</u>	<u>0</u>
Net Income over Expenditure	<u>24</u>	<u>(450)</u>	<u>(474)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
430 Southbrook Allotments							
1500 Allotment Rent Income	545	900	355			60.6%	
1510 Allotment Water Income	77	115	38			67.0%	
Southbrook Allotments :- Income	<u>622</u>	<u>1,015</u>	<u>393</u>			<u>61.3%</u>	<u>0</u>
4415 Water	329	500	171		171	65.8%	
4420 Maintenance	250	700	450		450	35.7%	
Southbrook Allotments :- Indirect Expenditure	<u>579</u>	<u>1,200</u>	<u>621</u>	<u>0</u>	<u>621</u>	<u>48.2%</u>	<u>0</u>
Net Income over Expenditure	<u>43</u>	<u>(185)</u>	<u>(228)</u>				
440 Cemetery							
1550 Burial Fees	23,295	40,000	16,705			58.2%	
1560 Memorial Fees	775	2,000	1,225			38.8%	
1570 Grave Digging Income	2,180	1,200	(980)			181.7%	
1580 Tree Sales	2,575	2,700	125			95.4%	
1581 Bench Sales	1,140	3,000	1,860			38.0%	
1582 Memorial Plaque Sales	770	500	(270)			154.0%	
Cemetery :- Income	<u>30,735</u>	<u>49,400</u>	<u>18,665</u>			<u>62.2%</u>	<u>0</u>
4045 Subcontracted Labour	580	1,000	420		420	58.0%	
4415 Water	64	150	86		86	42.9%	
4420 Maintenance	4,197	5,000	803		803	83.9%	
4440 New Area (Spinney)	1,300	5,000	3,700		3,700	26.0%	1,300
4520 Skip Hire	825	3,500	2,675		2,675	23.6%	
4530 Trees	500	360	(140)		(140)	139.0%	
4531 Benches	608	2,000	1,392		1,392	30.4%	
4532 Plaques	1,017	300	(717)		(717)	339.0%	
4675 Publicity	0	500	500		500	0.0%	
Cemetery :- Indirect Expenditure	<u>9,091</u>	<u>17,810</u>	<u>8,719</u>	<u>0</u>	<u>8,719</u>	<u>51.0%</u>	<u>1,300</u>
Net Income over Expenditure	<u>21,644</u>	<u>31,590</u>	<u>9,946</u>				
6000 plus Transfer from EMR	1,300						
Movement to/(from) Gen Reserve	<u>22,944</u>						
450 Playground							
4420 Maintenance	1,508	2,000	492		492	75.4%	
4421 New Equipment -Playground	0	3,000	3,000		3,000	0.0%	
Playground :- Indirect Expenditure	<u>1,508</u>	<u>5,000</u>	<u>3,492</u>	<u>0</u>	<u>3,492</u>	<u>30.2%</u>	<u>0</u>
Net Expenditure	<u>(1,508)</u>	<u>(5,000)</u>	<u>(3,492)</u>				

Detailed Income & Expenditure by Budget Heading 01/09/2024

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Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>460 Rivers Heritage Site & Orchard</u>							
4700 RHSOG	1,420	3,000	1,580		1,580	47.3%	
Rivers Heritage Site & Orchard :- Indirect Expenditure	<u>1,420</u>	<u>3,000</u>	<u>1,580</u>	<u>0</u>	<u>1,580</u>	<u>47.3%</u>	<u>0</u>
Net Expenditure	<u>(1,420)</u>	<u>(3,000)</u>	<u>(1,580)</u>				
<u>500 Groundsman</u>							
1600 SYPRC/STFC Grass Cut - Income	300	500	200			60.0%	
1603 Conveniences coin operation	307	800	493			38.4%	
1610 Sub Contract Watering	0	200	200			0.0%	
Groundsman :- Income	<u>607</u>	<u>1,500</u>	<u>893</u>			<u>40.5%</u>	<u>0</u>
4029 Salary Recharge	0	4,820	4,820		4,820	0.0%	
4600 Planters	0	1,000	1,000		1,000	0.0%	
4601 Bell St Conveniences Cleaning	354	800	446		446	44.2%	
4602 Bell St Convenience Repairs	157	5,000	4,843		4,843	3.1%	
4615 Ranger's Mower	1,464	2,000	536		536	73.2%	
4620 Ranger's Tools	864	1,500	636		636	57.6%	
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>7,113</u>	<u>33,320</u>	<u>26,207</u>	<u>0</u>	<u>26,207</u>	<u>21.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(6,506)</u>	<u>(31,820)</u>	<u>(25,314)</u>				
<u>600 Fun on the Field</u>							
1670 Event Income	450	900	450			50.0%	
Fun on the Field :- Income	<u>450</u>	<u>900</u>	<u>450</u>			<u>50.0%</u>	<u>0</u>
4045 Subcontracted Labour	650	800	150		150	81.3%	
4670 Event Costs	623	1,300	677		677	47.9%	
4675 Publicity	0	200	200		200	0.0%	
Fun on the Field :- Indirect Expenditure	<u>1,273</u>	<u>2,300</u>	<u>1,027</u>	<u>0</u>	<u>1,027</u>	<u>55.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(823)</u>	<u>(1,400)</u>	<u>(577)</u>				
<u>610 Events General</u>							
4670 Event Costs	596	1,000	404		404	59.6%	
Events General :- Indirect Expenditure	<u>596</u>	<u>1,000</u>	<u>404</u>	<u>0</u>	<u>404</u>	<u>59.6%</u>	<u>0</u>
Net Expenditure	<u>(596)</u>	<u>(1,000)</u>	<u>(404)</u>				

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
620 Christmas Festival							
1670 Event Income	0	500	500			0.0%	
Christmas Festival :- Income	<u>0</u>	<u>500</u>	<u>500</u>			<u>0.0%</u>	<u>0</u>
4045 Subcontracted Labour	0	1,200	1,200		1,200	0.0%	
4670 Event Costs	800	1,500	700		700	53.3%	
4675 Publicity	0	500	500		500	0.0%	
4685 Christmas Lights	3,500	15,000	11,500		11,500	23.3%	
4690 Competitions	32	600	568		568	5.4%	
Christmas Festival :- Indirect Expenditure	<u>4,332</u>	<u>18,800</u>	<u>14,468</u>	<u>0</u>	<u>14,468</u>	<u>23.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(4,332)</u>	<u>(18,300)</u>	<u>(13,968)</u>				
640 Projects							
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	375	10,000	9,625		9,625	3.8%	
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	1,290	0	(1,290)		(1,290)	0.0%	
Projects :- Indirect Expenditure	<u>2,375</u>	<u>14,600</u>	<u>12,225</u>	<u>0</u>	<u>12,225</u>	<u>16.3%</u>	<u>0</u>
Net Income over Expenditure	<u>625</u>	<u>(14,600)</u>	<u>(15,225)</u>				
660 Town Selfie Walk							
4670 Event Costs	553	500	(53)		(53)	110.6%	
4675 Publicity	0	350	350		350	0.0%	
4681 Promotional Equipment	0	1,000	1,000		1,000	0.0%	
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>
Net Expenditure	<u>(553)</u>	<u>(1,850)</u>	<u>(1,297)</u>				
670 River Day							
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>				

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700 Sawbobus							
1150 Grants Received	2,000	6,000	4,000			33.3%	
1800 Fares	3,188	10,000	6,812			31.9%	
1820 Fuel Rebate	1,115	1,200	85			92.9%	
1830 Sponsorship	4,500	5,000	500			90.0%	
Sawbobus :- Income	10,803	22,200	11,397			48.7%	0
4029 Salary Recharge	12,233	26,145	13,912		13,912	46.8%	
4045 Subcontracted Labour	86	2,000	1,914		1,914	4.3%	
4800 Fuel	1,634	8,500	6,866		6,866	19.2%	
4805 Vehicle Maintenance	3,623	4,500	877		877	80.5%	
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	18,690	43,645	24,955	0	24,955	42.8%	0
Net Income over Expenditure	(7,887)	(21,445)	(13,558)				
800 Heffer GL61							
1830 Sponsorship	1,000	0	(1,000)			0.0%	
1850 Vehicle Hire Income	168	500	333			33.5%	
Heffer GL61 :- Income	1,168	500	(668)			233.5%	0
4800 Fuel	2,068	500	(1,568)		(1,568)	413.5%	
4805 Vehicle Maintenance	818	1,200	382		382	68.2%	
4810 Vehicle Tax & Insurance	1,281	1,200	(81)		(81)	106.7%	
Heffer GL61 :- Indirect Expenditure	4,166	2,900	(1,266)	0	(1,266)	143.7%	0
Net Income over Expenditure	(2,999)	(2,400)	599				
810 Rangers Truck #1 WG64							
4800 Fuel	733	2,000	1,267		1,267	36.6%	
4805 Vehicle Maintenance	270	1,500	1,230		1,230	18.0%	
4810 Vehicle Tax & Insurance	737	1,000	263		263	73.7%	
Rangers Truck #1 WG64 :- Indirect Expenditure	1,740	4,500	2,760	0	2,760	38.7%	0
Net Expenditure	(1,740)	(4,500)	(2,760)				
820 Rangers Truck #2 SY65							
4800 Fuel	550	1,200	650		650	45.8%	
4805 Vehicle Maintenance	335	1,500	1,165		1,165	22.4%	
4810 Vehicle Tax & Insurance	1,074	1,000	(74)		(74)	107.4%	
Rangers Truck #2 SY65 :- Indirect Expenditure	1,959	3,700	1,741	0	1,741	53.0%	0
Net Expenditure	(1,959)	(3,700)	(1,741)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>910 Town Action Plan</u>							
4910 Town Action Plan Costs	0	500	500		500	0.0%	
Town Action Plan :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
Grand Totals:- Income	281,381	541,240	259,859			52.0%	
Expenditure	211,643	559,240	347,597	0	347,597	37.8%	
Net Income over Expenditure	<u>69,738</u>	<u>(18,000)</u>	<u>(87,738)</u>				
plus Transfer from EMR	1,300						
Movement to/(from) Gen Reserve	<u>71,038</u>						