

# Sawbridgeworth Town Council

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**MAYOR**  
Cllr Mrs Angela Alder

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**TOWN CLERK**  
Richard Bowran BSc.(Hons) MILCM

To all Town Councillors

## MEETING OF THE TOWN COUNCIL

You are summoned to attend the Meeting of the Town Council which will take place on **Monday 24 June 2013** at 7.30pm at The Council Office, 49-51 Bell Street, Sawbridgeworth for the transaction of the following business.

A handwritten signature in black ink, reading "Richard Bowran", with a horizontal line underneath.

Town Clerk  
18 June 2013

## AGENDA

Welcome by the Town Mayor followed by Prayers

**13/25 APOLOGIES FOR ABSENCE**

To receive any apologies for absence

**13/26 PUBLIC FORUM**

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

**13/27 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Pecuniary Interest by Members

**13/28 MINUTES**



To approve as a correct record the minutes of the Annual Meeting of the Town Council held on 28 May 2013 (M01)

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

**13/29 PLANNING COMMITTEE**

To receive and note the minutes of the Planning Committee Meetings held on:



- 28 May 2013 (P01)
- 10 June 2013 (P02)

**13/30 FINANCE & POLICY COMMITTEE**

To receive and note the minutes of the Finance & Policy Committee Meeting held on:



- 10 June 2013 (F01)

13/31

**FINANCIAL REGULATIONS**

To adopt amendments to Financial Regulations as Recommended by the Finance and Policy Committee and as contained in Minute F13/09.1 of their meeting dated 10 June 2013.

13/32

**ANNUAL ACCOUNTS AND ANNUAL RETURN 2012/13**

[📄] [👉]

1. To approve the Annual Accounts and Annual Return for 2012/13

[📄] [👉]

2. To sign the Certificate of Governance.

[📄]

3. To receive the report of the internal auditor and to report on any actions required.

The Recommendations of the Finance and Policy Committee are contained in Minute F13/06.2 of their meeting dated 10 June 2013.

13/33

**MAYOR'S CORRESPONDENCE/COMMUNICATIONS**

To receive Mayor's appointments and communications

13/34

**REPRESENTATIVES REPORTS**

To receive representatives reports from:

- County Councillor
- District Councillors
- Hertfordshire Police
- Other Representatives

13/35

**CLERK'S REPORT**

[📄]

- HAPTC Executive
- Newsletter
- Farmer's Market
- Sawbobus 2
- May Fayre 2013
- Bell Street Conveniences
- Police Accommodation
- Mark Prisk MP

13/36

**DEPOSIT & CONSULTATION DOCUMENTS**

There are none to table at this meeting

13/37

**FINANCIAL REPORT**

To note the current Financial Report

13/38

**ACCOUNTS FOR PAYMENT**

To note and approve accounts for payment