

# Sawbridgeworth Town Council

Sayesbury Manor, Bell Street, Sawbridgeworth  
Hertfordshire CM21 9AN  
Tel: 01279 724537  
Fax: 01279 726966



**MAYOR**  
Cllr Mrs Angela Alder

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)

**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 02 September 2013** at 7.30pm at The Council Office, Sayesbury Manor, Bell Street, Sawbridgeworth for the transaction of the following business.

Town Clerk  
27 August 2013

## AGENDA

Welcome by the Town Mayor followed by Prayers

**13/54 APOLOGIES FOR ABSENCE**

To receive any apologies for absence

**13/55 PUBLIC FORUM**

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

**13/56 DECLARATIONS OF PECUNIARY INTEREST**

To receive any Declarations of Pecuniary Interest by Members

**13/57 MINUTES**

[📄] [👉]

To approve as a correct record the minutes of the Meeting of the Town Council held on 29 July 2013 (M03)

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

**13/58 PLANNING COMMITTEE**

[📄]

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

- 29 July 2013 (P05)

- 13/59 VACANCY FOR A MEMBER OF COUNCIL**  
An election having being called by ten parishioners, to advise Members of nominations received and the timetable of events.
- 13/60 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**  
To receive Mayor's appointments and communications
- 13/61 REPRESENTATIVES REPORTS**  
To receive representatives reports from:
- County Councillor
  - District Councillors
  - Hertfordshire Police
  - Other Representatives
- 13/62 CLERK'S REPORT**
- Farmer's Market
  - Sawbobus 2
  - Bell Street Conveniences
  - Police Accommodation
  - Allotments
  - Vandalism
- [📄]
- 13/63 COMPLETION OF AUDIT FOR YEAR ENDED 31 MARCH 2013**  
To approve and accept the audited Annual Return of the council for the year ended 31 March 2013.  
To receive a report on any issues arising from the audit and produce an action plan if required.
- [📄] [👉]
- 13/64 DEPOSIT & CONSULTATION DOCUMENTS**  
There are none to table at this meeting
- 13/65 FINANCIAL REPORT**  
To note the current Financial Report
- 13/66 ACCOUNTS FOR PAYMENT**  
To note and approve accounts for payment