

# SAWBRIDGECWORTH 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 East Herts District 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.....