

Sawbridgeworth Town Council

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

e-mail: info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk



MAYOR
Cllr Annelise Furnace
TOWN CLERK
Simon Crocker BSc. (Hons) MSc

Cllrs Alder; E Buckmaster; R Buckmaster; Burmicz; Chester;
Coysten; Furnace; Gray; Patel; Rattey; and Royle

MEETING OF THE TOWN COUNCIL

You are hereby summoned to attend the meeting of the town council to be held via the video conference service Zoom on **Monday 25 January 2021** commencing at 19:00 to transact the business as set out in the agenda below.

Simon Crocker Town Clerk 20 January 2021

AGENDA

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

- 20/122 **APOLOGIES FOR ABSENCE**
To consider any apologies for absence
- 20/123 **DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Pecuniary Interest by Members
- 20/124 **PUBLIC FORUM**
To receive and respond to questions from members of the public on matters within the remit of the Town Council.
- 20/125 **MINUTES**
To approve as a correct record the minutes of the Meeting of the Town Council held on 30 November 2020 (M06) [Attached]
To attend to any matters arising from these Minutes and not dealt with elsewhere on this Agenda
- 20/126 **GRANT APPLICATIONS**
To consider grant applications from:
- East Herts Citizens Advice
 - Sawbridgeworth Cricket Club
- 20/127 **HISTORICAL GRANTS**
To consider a request from Stop Harlow North to divert historical grant monies to the Hunsdon, Eastwick & Gilston Neighbourhood Plan Group.
- 20/128 **BUDGET 2021-2022**
To consider a recommendation from the Finance & Policy Committee and set the precept for financial year 2021-2022
- 20/129 **FINANCIAL REPORT**
To consider the current financial report

- 20/130 BANK RECONCILIATIONS AND MANDATES**
To receive the latest bank reconciliation and consider an update on banking arrangements
- 20/131 ACCOUNTS FOR PAYMENT**
To note and approve accounts for payment.
- 20/132 COMMITTEE MINUTES**
To receive and note the minutes of the Planning Committee held on 30 November 2020 (P11) *[Attached]*

To receive and note the draft minutes of the Planning Committee held on 11 January 2021 (P12) *[Attached]*

To receive and note the draft minutes of the Finance & Policy Committee held on 11 January 2021 (F03) *[Attached]*
- 20/133 MAYOR'S CORRESPONDENCE/COMMUNICATIONS**
To receive Mayor's report
- 20/134 REPRESENTATIVES REPORTS**
To receive representatives reports from:
- County Councillor E Buckmaster
 - District Councillor Alder
 - District Councillor R Buckmaster
 - District Councillor Burmicz (to follow)
 - Hertfordshire Police (to follow)
 - Other Representatives
Cllr Royle - Footpaths; Schools; Town Twinning.
Cllr R Buckmaster – *RHSO*; *SYPRC* (to follow)
- 20/135 OFFICERS REPORTS**
To receive the Town Clerk's and Projects Manager reports for the month of December 2020 *[Attached]*
- 20/136 AIR QUALITY**
To consider a report from the Town Mayor
- 20/137 LOCAL BUSINESSES**
To consider an update on support for local businesses and shops
- 20/138 DEVOLUTION AND RECOVERY**
To consider any updates on the Government proposals, which is delayed from publication scheduled to be in a White Paper in September, to force through a reorganisation of local government.
- 20/139 DEPOSIT & CONSULTATION DOCUMENTS**
To note receipt of any Documents for Noting and Consultation
- EGTP – Eastern Area Growth and Transport Plan – consultation closes 31 January 2021
- 20/140 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.

Join Zoom Meeting

<https://us02web.zoom.us/j/89458822021?pwd=enFDcFdjUzROTGV4WDJrMVZYMEdZUT09>

Meeting ID: 894 5882 2021
Passcode: 379051

Online meeting protocol

- Councillors should identify themselves as such by putting "Cllr" before their video image - the rename button can be found next to your name in the list of participants on the right side of the screen.
- Members/public will normally mute their audio participation until invited to speak by the chair.

SAWBRIDGEWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the meeting of Sawbridgeworth Town Council, Sayesbury Manor, Bell Street, Sawbridgeworth, CM21 9AN held via Zoom on Monday 30th November 2020.

Those present:

Cllr Angela Alder	Cllr Annelise Furnace
Cllr Eric Buckmaster	Cllr Peter Gray
Cllr Ruth Buckmaster	Cllr Dinesh Patel
Cllr John Burmicz	Cllr Greg Rattey
Cllr Craig Chester	Cllr David Royle

In attendance:

Chris Carter – BS Independent
1 member of the public
Lisa Chaplin – Locum Clerk
Simon Crocker – Clerk elect joined meeting from 7:09pm

Welcome by the Town Mayor followed by Thought for the Day from Councillor Gray

20/103 APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllr Coysten - unwell

20/104 DECLARATIONS OF PECUNIARY INTEREST

There were no Declarations of Pecuniary Interest by Members

20/105 PUBLIC FORUM

Thanks to all involved noted from one member of the public with regards footpath 27. The drains and resurfacing were a great improvement.

20/106 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting of the Town Council held on 26 October 2020 (M05)
[prop Cllr R Buckmaster, secd Cllr Alder]
There were no matters arising from Minutes and not dealt with elsewhere on this Agenda.

20/107 PLANNING COMMITTEE

Received and noted: The minutes of the Planning Committee held on 26 October 2020 (P09)

Received and noted: The draft minutes of the Planning Committee held on 09 November 2020 (P10)

20/108 ECONOMIC DEVELOPMENT AND STAP COMMITTEE

Received and noted: The minutes of the Economic

Development and STAP Committee on 19 October 2020 (E02A)

Received and noted: The draft minutes of the Economic Development and STAP Committee on 09 November 2020 (E03)

20/111 APPOINTMENT OF TOWN CLERK

Item moved

Resolved: The recommendation of the Appointments and Appraisals sub-committee, that following an interview process on 20 November 2020, to appoint Simon Crocker as new Town Clerk with effect from 4 January 2021.

[prop Cllr Alder, secd Cllr E Buckmaster]

20/110 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

Received and noted: The Mayor's report.

Further updates included items of correspondence received:

- Citizens Advice Bureau for future funding.
- Resident query on the telephone box possibly to be used as a community library, report that due to logistical issues the box was unable to be moved. Suggestion to defer this item until later in the agenda.
- Resident comment on Christmas lights looking lovely
- Resident asked what plans there are for foot and cycleways on West Road
- Canal & River Trust regarding incident of resident falling in due to the bank being in a poor state, the area does not feature in the 10-year maintenance plan and this will be looked into.

Mayor has attended the East Herts Climate Change Forum and the Herts Diversity event – updates and webinar on these events available on the website.

Office closed noon 24th December reopen on 31st December and then again on Monday 4th January 2021.

Sawbobus not operational 28th, 30th December and 1st January 2021.

20/112 REPRESENTATIVES REPORTS

Received and noted: To receive representatives reports from:

- County Councillor E Buckmaster, in addition
 - 55 food boxes funded from locality budget
 - Updates noted work on footpath 27 and on "grass concrete" verges along Bullfields had been completed
 - Footways resurfacing ordered for The Orchards and New Street
 - Sawbridgeworth South East Quadrant 20mph limit to be implemented as only three objections received
 - Gulley reporting has been updated and streamlined
 - Burnside TRO about to be issued for double yellow lines, and a consultation will take place soon for School Lane

- A one-way system is still being considered for Sheering Mill Lane depending on a safety report
- Safeguarding children report would be forwarded with background information
- Bell Street pavement now has a better footway following resurfacing. Challenges remain with the tree stump and increased amount of fly tipping on the London Road
- District Councillor Alder
 - Difficult decisions would be needed in the near future on savings with the announcement of £4million of savings to be made in East Hertfordshire. It was not clear at this stage how this would affect the Town Council.
 - The Hailey centre would be reopening on Wednesday 3rd December serving socially distanced lunches, pre-booking was required and numbers were limited.
- District Councillor R. Buckmaster
 - The homeless properties referred to in her report were confirmed to be located in Hertford and Ware.
 - The cycle rack had been visited and assessed and it was hoped that the suggestion to move the rack to access the top rack would be progressed.
 - Noted that the Christmas in the Bag drop off deadline for collections was Friday 4th December
- District Councillor Burmiez
 - Expressed regret at the lack of engagement on green matters or any reference to making site SAWB4 carbon neutral was a missed opportunity
- Hertfordshire Police
 - No report but confirmation that the next meeting was advertised on OWL and was 1 December 2020.
- Other Representatives
 - Cllr Royle - Footpaths; Schools; Town Twinning; Nothing to add to circulated report.
 - Cllr R Buckmaster – *RHSO*; *SYPRC*
 - Noted Juice Stall on 12 December 9am -1pm

20/113 OFFICERS REPORTS

Received and noted: The Town Clerk's report for the month of November 2020

Cllr R Buckmaster expressed disappointment about communications on the route and details of Father Christmas information. It was confirmed details were online and the link would be sent to all Councillors.

20/114 DEVOLUTION AND RECOVERY

To provide an update on the Government proposals, which is delayed from publication scheduled to be in a White Paper in September, to force through a reorganisation of local government.

Item was deferred to a later date requested to be left on agenda

20/115 TOWN BRANDING

Received and noted: The recommendations of the ED&STAP Committee for noting the meeting to establish a brand image for the town.

20/116 PISHIOBURY PARK

Good progress has been made and it may well be at the final stage. Action now rests with East Herts District Council officers.

20/117 EASTERN AREA GROWTH AND TRANSPORT PLAN.

To consider the town council's response to the EATP put forward by Hertfordshire County Council. It was agreed that as the deadline for the consultation was the end of January 2021 more information would be gathered and a steering group would be called via Zoom for those councillors interested, looking at specific local measures.

20/118 DEPOSIT & CONSULTATION DOCUMENTS

Consultation noted and discussed at item 20/117

- EGTP – Eastern Area Growth and Transport Plan – consultation closes 31 January 2021

20/119 FINANCIAL REPORT

Received and noted: The current Financial report

20/120 ACCOUNTS FOR PAYMENT

Noted and approved: Accounts for payment

20/121 ITEMS FOR FUTURE AGENDAS

Air quality monitoring added by the Mayor

ⁱ WHAT is this life if, full of care,
We have no time to stand and stare? —

No time to stand beneath the boughs,
And stare as long as sheep and cows:

No time to see, when woods we pass,
Where squirrels hide their nuts in grass:

No time to see, in broad daylight,
Streams full of stars, like skies at night:

No time to turn at Beauty's glance,
And watch her feet, how they can dance:

No time to wait till her mouth can
Enrich that smile her eyes began?

A poor life this if, full of care,
We have no time to stand and stare.

DRAFT



SAWBRIDGEWORTH TOWN COUNCIL

Sayesbury Manor, Bell Street, Sawbridgeworth, Herts. CM21 9AN

Application for Grant – January 2021

Please give on this form any details that will enable the Council to decide if your project can be supported. You may attach any supporting documents if you wish.

You should include an up-to-date statement of your current financial position (Balance Sheet / latest Audited Accounts) together with plans for the next three years which must be received together with completed application form no later than Friday 15th January 2021 for consideration on Monday 25th January 2021.

Name of Organisation:	Citizens Advice East Herts
------------------------------	----------------------------

Name and position of person making this application	Laura Hyde Chief Executive Officer
--	---------------------------------------

Address for correspondence:	74 South Street, Bishop's Stortford, Herts, CM23 3AZ
------------------------------------	---

Phone number:	[REDACTED]
----------------------	------------

Name of Project: Contribution to core costs
Description of Project, how and when grant will be spent.
<p>Although our volunteers give their time for free, it costs approximately £225,000 per year to run our core service (premises and running costs, staff costs, training etc). We are not funded by National Citizens Advice or central government (though we receive money for some projects) and are very dependent on local councils for funding, however the amount we receive does not cover our core costs in full. We have worked hard to diversify our funding but have a funding gap of around £40k to meet core costs next financial year (21-22). We are also fundraising to enable us to run community projects and provide specialist casework support, recognising that post Covid we need to work in new ways to meet</p>

emerging and growing need.
Further details are attached on how we have responded to Covid and supported Sawbridgworth residents.


Total cost of project (excluding VAT)	£225,000
--	-----------------

Amount of Grant requested:	£500.00
-----------------------------------	----------------

Other sources of funding applied for:	We have secured £151,658 from East Herts Council for 2021/22 and have applied to Uttlesford District Council for £11,500. In parallel with this application we are preparing applications to Hertford Town Council, The National Lottery Reaching Communities Fund and the Herts County Council Locality Budget, as well as planning a local community fundraising campaign.
--	---

If so, with what result:	See above
---------------------------------	-----------

Self help; details of other activities to meet this need.	See above
--	-----------

Signature of Applicant 	Date: 11/1/21
--	----------------------

Grant Applications will be considered twice a year at the Council Meeting held on the last Monday in January and July each year.



SAWBRIDGEWORTH TOWN COUNCIL

Sayesbury Manor, Bell Street, Sawbridgeworth, Herts. CM21 9AN

Application for Grant – January 2021

Please give on this form any details that will enable the Council to decide if your project can be supported. You may attach any supporting documents if you wish.

You should include an up-to-date statement of your current financial position (Balance Sheet / latest Audited Accounts) together with plans for the next three years which must be received together with completed application form no later than Friday 15th January 2021 for consideration on Monday 25th January 2021.

Name of Organisation:	Sawbridgeworth Cricket Club
------------------------------	-----------------------------

Name and position of person making this application	Andrew Meadmore Club President
--	-----------------------------------

Address for correspondence:	23 Wesfield Road Bishop's Stortford Herts CM23 2RE
------------------------------------	---

Phone number:	07017972151
----------------------	-------------

Name of Project:	Winter Warmth
-------------------------	---------------

Description of Project, how and when grant will be spent.	Please see attached sheet
--	---------------------------

Total cost of project (excluding VAT)	£35,007
--	----------------

Amount of Grant requested:	£ 500
-----------------------------------	--------------

Other sources of funding applied for:	£15,000 Herts County Cricket Association £5,000 Ngage £8,000 East Herts Council £750 Herts County Council £5,757 Club funds
--	---

If so, with what result:	All the above applications have been approved with the exception of the application for a grant of £8,000 to East Herts Council, which will be decided in the next few weeks.
---------------------------------	---

Self help; details of other activities to meet this need.	Please see attached sheet
--	---------------------------

Signature of Applicant	Date:
<i>Andrew Moadmore</i>	20th January 2021

Grant Applications will be considered twice a year at the Council Meeting held on the last Monday in January and July each year.

Sawbridgeworth Town Council

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

e-mail: Info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk



MAYOR
Cllr Annelise Furnace
TOWN CLERK
Simon Crocker BSc. (Hons) MSc

Meeting: Full Council 25/01/2021

Agenda Item: 20/127

Date of Report: 19/01/2021

Email correspondence received 07/01/21

From: Simon Hughes
Subject: Stop Harlow North
Date: 11 December 2020 at 10:48:53 GMT
To: [REDACTED]
richard.bowran@sawbridgeworth-tc.gov.uk

Dear All,

Your Parish or Town Council was a founding member of Stop Harlow North (SHN) and was represented at SHN meetings and events. The aims were to positively and actively oppose proposals to create a major development North of Harlow around the Hertfordshire villages of Eastwick, Gilston, High Wych, Hunsdon and Widford, and the town of Sawbridgeworth.

Since the East Herts District Plan to 2033 was adopted in September 2018, the SHN campaign no longer has a role. Policy GA1 for the Gilston Area allows removal of a large section of Metropolitan Green Belt, the building of approximately 3,000 dwellings and associated infrastructure during the plan period to 2033 with the potential for a further 7,000 dwellings to follow.

The Parish Councils of Hunsdon and Eastwick & Gilston that between them encompass the majority of the land directly affected by Policy GA1 are developing a joint neighbourhood plan led by the Hunsdon, Eastwick and Gilston Neighbourhood Plan Group [HEGNPG]. The parish councils and HEGNPG believe that taking a constructive approach and engagement with the principal landowners and East Herts Council rather than opposition will achieve the best outcome and representation for East Herts residents. HEGNPG has recognition from the landowners / developer's, EHC and the Harlow and Gilston Garden Town Board. They are using professional subject matter expertise to support development of their neighbourhood plan and respond to the various planning applications for GA1 – for more information see their website at <https://hegnp.org.uk/>

My proposal is that SHN should now formally cease and that its remaining funds of £10,636.39 be transferred to the HEGNPG. Please let me know if your Parish or Town Council supports this proposal by 31 January 2021.

Yours Faithfully,

S P M Hughes
Chariman,
Stop Harlow North

20_127 Historical Grant Request

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 0

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
100 Staff					
4000					
4001					
4002					
4003					
4004					
4005					
4008					
4011					
4012					
4029 Salary Recharge	0	(65,222)	(65,222)		(65,222)
4035 NIC	37,022	24,145	(12,877)		(12,877)
4040 Pension	35,212	40,242	5,030		5,030
Staff :- Indirect Expenditure	162,508	202,327	49,819	0	49,819
Net Expenditure	(162,508)	(202,327)	(49,819)		
200 General Administration					
1076 Precept	339,283	339,283	0		
1078 New Homes Bonus	8,863	0	(8,863)		
1090 Interest Received	67	750	683		
1100 Asset Disposal	0	10,000	10,000		
1999 Miscellaneous Income	1,400	0	(1,400)		
General Administration :- Income	349,612	350,033	421		
	1,035	0	(1,035)		(1,035)
4045 Subcontracted Labour	350	0	(350)		(350)
4070 Subscriptions	1,777	1,500	(277)		(277)
4075 IT Support	7,325	5,000	(2,325)		(2,325)
4080 Training (Members)	30	1,000	970		970
4081 Travel Expenses	23	240	218		218
4082 Training (Staff)	231	600	369		369
4083 Clerks Expenses	79	250	171		171
4085 Staff Development	0	1,000	1,000		1,000
4090 IT Development	0	1,000	1,000		1,000
4095 Photocopy Charges	767	1,500	733		733
4100 Telephone/Broadband	1,595	2,500	905		905
4105 Postage	496	900	404		404
4110 Stationery	628	750	122		122
4115 Insurance	0	6,100	6,100		6,100
4120 Bank Charges	137	600	463		463

14:54

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4125 Repairs & Renewals	0	500	500		500
4130 Staff Care	487	1,500	1,013		1,013
4135 Office Care	2,520	2,500	(20)		(20)
4140 Office Equipment	854	1,000	146		146
4180 Accountancy Services	0	1,500	1,500		1,500
4185 Audit	(900)	2,200	3,100		3,100
4190 Professional Fees	5,939	1,700	(4,239)		(4,239)
4195 Tourism	171	500	329		329
4200 Web-site	1,900	2,000	100		100
4201 Web-site development	0	1,000	1,000		1,000
4410 Heat & Light	28	0	(28)		(28)
4800 Fuel	42	0	(42)		(42)
4950 CCLA Investment	100,000	0	(100,000)		(100,000)
4990 Contingency	5,249	2,500	(2,749)		(2,749)
4999 Miscellaneous Costs	2,564	0	(2,564)		(2,564)
General Administration :- Indirect Expenditure	133,325	39,840	(93,485)	0	(93,485)
Net Income over Expenditure	216,288	310,193	93,905		
210 Democratic Services					
1335 Civic Dinner Income	639	6,000	5,361		
Democratic Services :- Income	639	6,000	5,361		
4315 Mayor's Allowance	65	1,500	1,435		1,435
4330 Civic Events	0	2,500	2,500		2,500
4335 Civic Dinner Expenditure	1,800	5,000	3,200		3,200
Democratic Services :- Indirect Expenditure	1,865	9,000	7,135	0	7,135
Net Income over Expenditure	(1,226)	(3,000)	(1,774)		
220 Grants					
4350 Grants - SYPRC	0	1,000	1,000		1,000
4355 Grants - The Halley Centre	0	1,000	1,000		1,000
4360 Grants - Twinning - Bry	1,000	1,000	0		0
4370 Grants - S137	0	75	75		75
4375 Grants - Citizens' Awards	0	500	500		500
4380 Grants - Other	1,000	2,500	1,500		1,500
Grants :- Indirect Expenditure	2,000	6,075	4,075	0	4,075
Net Expenditure	(2,000)	(6,075)	(4,075)		

14:54

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>300 Civic Centre</u>					
1400 Rental Income	0	500	500		
Civic Centre :- Income	<u>0</u>	<u>500</u>	<u>500</u>		
4115 Insurance	6,892	0	(6,892)		(6,892)
4405 Rates	7,073	9,000	1,927		1,927
4410 Heat & Light	2,666	3,000	334		334
4415 Water	163	100	(63)		(63)
4420 Maintenance	3,632	2,000	(1,632)		(1,632)
4425 Fixtures & Fillings	275	1,000	725		725
4445 New Equipment	0	2,000	2,000		2,000
Civic Centre :- Indirect Expenditure	<u>20,701</u>	<u>17,100</u>	<u>(3,601)</u>	<u>0</u>	<u>(3,601)</u>
Net Income over Expenditure	<u>(20,701)</u>	<u>(16,600)</u>	<u>4,101</u>		
<u>310 Police Suite</u>					
1400 Rental Income	1,920	3,840	1,920		
Police Suite :- Income	<u>1,920</u>	<u>3,840</u>	<u>1,920</u>		
4420 Maintenance	0	250	250		250
Police Suite :- Indirect Expenditure	<u>0</u>	<u>250</u>	<u>250</u>	<u>0</u>	<u>250</u>
Net Income over Expenditure	<u>1,920</u>	<u>3,590</u>	<u>1,670</u>		
<u>320 Hailey Centre</u>					
4420 Maintenance	250	2,000	1,750		1,750
Hailey Centre :- Indirect Expenditure	<u>250</u>	<u>2,000</u>	<u>1,750</u>	<u>0</u>	<u>1,750</u>
Net Expenditure	<u>(250)</u>	<u>(2,000)</u>	<u>(1,750)</u>		
<u>330 Other Rented Accommodation</u>					
4400 Rent	2,300	3,020	720		720
4410 Heat & Light	96	0	(96)		(96)
Other Rented Accommodation :- Indirect Expenditure	<u>2,396</u>	<u>3,020</u>	<u>624</u>	<u>0</u>	<u>624</u>
Net Expenditure	<u>(2,396)</u>	<u>(3,020)</u>	<u>(624)</u>		
<u>400 Bullfield Allotments</u>					
1500 Allotment Rent Income	1,238	750	(488)		
1510 Allotment Water Income	123	200	78		
Bullfield Allotments :- Income	<u>1,360</u>	<u>950</u>	<u>(410)</u>		

14:54

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4415 Water	323	500	177		177
4420 Maintenance	911	1,500	589		589
Bullfield Allotments :- Indirect Expenditure	1,234	2,000	766	0	766
Not Income over Expenditure	126	(1,050)	(1,176)		
410 Bellmead Allotments					
1500 Allotment Rent Income	241	120	(121)		
1510 Allotment Water Income	58	30	(28)		
Bellmead Allotments :- Income	299	150	(149)		
4415 Water	49	50	1		1
4420 Maintenance	580	250	(330)		(330)
Bellmead Allotments :- Indirect Expenditure	629	300	(329)	0	(329)
Net Income over Expenditure	(330)	(150)	180		
420 Vantorts Allotments					
1500 Allotment Rent Income	270	125	(145)		
1510 Allotment Water Income	33	25	(8)		
Vantorts Allotments :- Income	303	150	(153)		
4415 Water	88	100	12		12
4420 Maintenance	650	750	100		100
Vantorts Allotments :- Indirect Expenditure	738	850	112	0	112
Net Income over Expenditure	(435)	(700)	(265)		
430 Southbrook Allotments					
1500 Allotment Rent Income	1,393	1,000	(393)		
1510 Allotment Water Income	178	175	(3)		
Southbrook Allotments :- Income	1,571	1,175	(396)		
4415 Water	195	250	55		55
4420 Maintenance	251	1,250	999		999
Southbrook Allotments :- Indirect Expenditure	447	1,500	1,054	0	1,054
Net Income over Expenditure	1,124	(325)	(1,449)		
440 Cemetery					
1550 Burial Fees	21,250	56,640	35,390		
1560 Memorial Fees	1,515	3,784	2,269		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1670 Grave Digging Income	1,680	2,000	310		
1580 Trees	4,875	3,347	(1,528)		
1581 Benches	2,615	3,668	1,053		
1582 Plaques	120	750	630		
Cemetery :- Income	32,065	70,189	38,124		
4029 Salary Recharge	14,078	12,398	(1,680)		(1,680)
4045 Subcontracted Labour	0	5,000	5,000		5,000
4415 Water	76	150	74		74
4420 Maintenance	1,103	5,000	3,897		3,897
4440 New Area	0	10,000	10,000		10,000
4441 Cemetery Development	1,602	0	(1,602)		(1,602)
4520 Skip Hire	2,820	3,000	180		180
4525 Grave Digging Costs	590	0	(590)		(590)
4530 Trees	513	1,000	487		487
4631 Benches	3,319	2,500	(819)		(819)
4532 Plaques	1,036	500	(536)		(536)
4675 Publicity	0	500	500		500
Cemetery :- Indirect Expenditure	25,137	40,048	14,911	0	14,911
Net Income over Expenditure	6,928	30,141	23,213		
<u>450 Playground</u>					
4420 Maintenance	7,372	5,000	(2,372)		(2,372)
4580 Playschemes	0	2,000	2,000		2,000
Playground :- Indirect Expenditure	7,372	7,000	(372)	0	(372)
Net Expenditure	(7,372)	(7,000)	372		
<u>460 Rivers Heritage Site & Orchard</u>					
4700 RHSOG	1,075	2,500	1,425		1,425
Rivers Heritage Site & Orchard :- Indirect Expenditure	1,075	2,500	1,425	0	1,425
Net Expenditure	(1,075)	(2,500)	(1,425)		
<u>600 Groundsman</u>					
1600 SYPRC Income	0	500	500		
1603 Public Toilet Income	555	2,000	1,445		
1610 Contract - Other	710	500	(210)		
Groundsman :- Income	1,265	3,000	1,735		
4029 Salary Recharge	6,842	12,398	5,556		5,556

14:54

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4045 Subcontracted Labour	0	10,000	10,000		10,000
4600 Planters	50	1,000	950		950
4601 Bell St Conveniences	9,653	10,000	347		347
4605 Parish Paths	0	3,000	3,000		3,000
4615 Ranger's Vehicle	5,830	2,500	(3,330)		(3,330)
4620 Ranger's Tools	1,244	1,000	(244)		(244)
4625 Mower Costs	393	1,000	607		607
4630 CCTV	0	2,500	2,500		2,500
4635 CCTV Extension	0	2,500	2,500		2,500
Groundsman :- Indirect Expenditure	24,012	45,898	21,886	0	21,886
Net Income over Expenditure	(22,747)	(42,898)	(20,151)		
600 Fun on the Field					
1670 Event Income	0	1,000	1,000		
Fun on the Field :- Income	0	1,000	1,000		
4029 Salary Recharge	0	600	600		600
4045 Subcontracted Labour	0	300	300		300
4670 Event Costs	0	1,000	1,000		1,000
4675 Publicity	0	500	500		500
Fun on the Field :- Indirect Expenditure	0	2,400	2,400	0	2,400
Net Income over Expenditure	0	(1,400)	(1,400)		
610 Events General					
4670 Event Costs	44	1,000	956		956
4675 Publicity	0	500	500		500
Events General :- Indirect Expenditure	44	1,500	1,456	0	1,456
Net Expenditure	(44)	(1,500)	(1,456)		
620 Christmas Festival					
1670 Event Income	0	400	400		
Christmas Festival :- Income	0	400	400		
4029 Salary Recharge	0	1,000	1,000		1,000
4045 Subcontracted Labour	0	350	350		350
4670 Event Costs	1,321	1,000	(321)		(321)
4675 Publicity	0	500	500		500
4685 Christmas Lights	5,966	15,000	9,034		9,034
4690 Competitions	100	600	500		500
Christmas Festival :- Indirect Expenditure	7,388	18,460	11,062	0	11,062
Net Income over Expenditure	(7,388)	(18,060)	(10,662)		

Continued over page

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>630 Markets</u>					
1670 Event Income	0	7,500	7,500		
Markets :- Income	<u>0</u>	<u>7,500</u>	<u>7,500</u>		
4029 Salary Recharge	0	2,250	2,250		2,250
4675 Publicity	2,950	3,000	50		50
Markets :- Indirect Expenditure	<u>2,950</u>	<u>5,250</u>	<u>2,300</u>	<u>0</u>	<u>2,300</u>
Net Income over Expenditure	<u>(2,950)</u>	<u>2,250</u>	<u>5,200</u>		
<u>640 Projects</u>					
4700 RHSOG	400	0	(400)		(400)
4710 Hanging Baskets	0	2,000	2,000		2,000
4715 Planters Project	0	500	500		500
4720 Town Green	1,180	10,000	8,820		8,820
4725 Fair Green	0	1,200	1,200		1,200
4731 Defibrillator	0	2,500	2,500		2,500
4735 Remembrance Day	37	250	213		213
4740 War Memorial	920	2,500	1,580		1,580
4745 Bakers Walk Project	0	600	600		600
Projects :- Indirect Expenditure	<u>2,537</u>	<u>18,550</u>	<u>17,013</u>	<u>0</u>	<u>17,013</u>
Net Expenditure	<u>(2,537)</u>	<u>(18,550)</u>	<u>(17,013)</u>		
<u>660 Town Selfie Walk</u>					
1670 Event Income	0	500	500		
Town Selfie Walk :- Income	<u>0</u>	<u>500</u>	<u>500</u>		
4029 Salary Recharge	0	500	500		500
4670 Event Costs	42	0	(42)		(42)
4675 Publicity	0	500	500		500
4681 Promotional Equipment	0	1,000	1,000		1,000
Town Selfie Walk :- Indirect Expenditure	<u>42</u>	<u>2,000</u>	<u>1,958</u>	<u>0</u>	<u>1,958</u>
Net Income over Expenditure	<u>(42)</u>	<u>(1,500)</u>	<u>(1,458)</u>		
<u>700 Sawbobus</u>					
1160 Grants Received	30,550	25,050	(5,500)		
1151 STC Subsidy	0	8,000	8,000		
1800 Fares	160	500	340		
1810 Concessionary Fares	0	5,000	5,000		
1820 Fuel Rebate	698	1,000	302		

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1830 Sponsorship	1,333	4,000	2,667		
1850 Vehicle Hire Income	21,028	0	(21,028)		
Sawbobus :- Income	<u>53,769</u>	<u>43,650</u>	<u>(10,219)</u>		
4029 Salary Recharge	12,251	20,475	8,224		8,224
4045 Subcontracted Labour	2,637	3,600	863		863
4800 Fuel	1,194	6,000	3,806		3,806
4805 Vehicle Maintenance	1,845	2,500	655		655
4810 Vehicle Tax & Insurance	1,829	2,000	171		171
4816 Community Bus Reserve	0	10,000	10,000		10,000
Sawbobus :- Indirect Expenditure	<u>19,766</u>	<u>43,475</u>	<u>23,719</u>	<u>0</u>	<u>23,719</u>
Net Income over Expenditure	<u>34,014</u>	<u>78</u>	<u>(33,939)</u>		
<u>710 Lofly WK05</u>					
4800 Fuel	131	250	120		120
4805 Vehicle Maintenance	276	250	(26)		(26)
4810 Vehicle Tax & Insurance	326	478	153		153
Lofly WK05 :- Indirect Expenditure	<u>731</u>	<u>978</u>	<u>247</u>	<u>0</u>	<u>247</u>
Net Expenditure	<u>(731)</u>	<u>(978)</u>	<u>(247)</u>		
<u>800 Heffer GL61</u>					
1850 Vehicle Hire Income	250	3,600	3,350		
Heffer GL61 :- Income	<u>250</u>	<u>3,600</u>	<u>3,350</u>		
4800 Fuel	0	600	600		600
4805 Vehicle Maintenance	667	1,000	333		333
4810 Vehicle Tax & Insurance	2,065	2,000	(65)		(65)
Heffer GL61 :- Indirect Expenditure	<u>2,732</u>	<u>3,600</u>	<u>868</u>	<u>0</u>	<u>868</u>
Net Income over Expenditure	<u>(2,482)</u>	<u>0</u>	<u>2,482</u>		
<u>810 Rolley Bus R011</u>					
1850 Vehicle Hire Income	8,000	0	(8,000)		
Rolley Bus R011 :- Income	<u>8,000</u>	<u>0</u>	<u>(8,000)</u>		
4800 Fuel	29	0	(29)		(29)
4805 Vehicle Maintenance	88	0	(88)		(88)
4810 Vehicle Tax & Insurance	221	0	(221)		(221)
Rolley Bus R011 :- Indirect Expenditure	<u>338</u>	<u>0</u>	<u>(338)</u>	<u>0</u>	<u>(338)</u>
Net Income over Expenditure	<u>7,662</u>	<u>0</u>	<u>(7,662)</u>		

Detailed Income & Expenditure by Budget Heading 01/12/2020

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>910</u> <u>Town Action Plan</u>					
4910 Town Action Plan Costs	0	500	500		500
Town Action Plan :- Indirect Expenditure	0	500	500	0	500
Net Expenditure	0	(500)	(500)		
Grand Totals:- Income	461,064	492,637	41,483		
Expenditure	410,206	477,411	67,206	0	67,206
Net Income over Expenditure	40,848	15,126	(25,722)		
Movoment to/(from) Gen Reserve	40,848				

Bank Reconciliation Statement as at 31/12/2020
for Cashbook 1 - Current Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	31/12/2020	3	97,208.47
			<u>97,208.47</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
15/12/2020 6810 HMRC		3,997.84	
15/12/2020 6811 Herts County Council		3,942.41	
			<u>7,940.25</u>
			89,268.22
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			89,268.22
		Balance per Cash Book is :-	89,268.22
		Difference is :-	0.00

Time: 11:38

Bank Reconciliation up to 31/12/2020 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
13/11/2020	6770	3,934.40		3,934.40		R <input type="checkbox"/>	HMRC
13/11/2020	6771	3,898.17		3,898.17		R <input type="checkbox"/>	Herts County Council
18/11/2020	6774	28.00		28.00		R <input type="checkbox"/>	Best Badges Limited
18/11/2020	Correction	-28.00		-28.00		R <input type="checkbox"/>	Best Badges Limited
26/11/2020	6773	627.36		627.36		R <input type="checkbox"/>	Nimbus Hosting Limited
26/11/2020	Correct2	-627.36		-627.36		R <input type="checkbox"/>	Nimbus Hosting Limited
01/12/2020	6790	951.60		951.60		R <input type="checkbox"/>	Branson Leisure Ltd
01/12/2020	6775	112.97		112.97		R <input type="checkbox"/>	East Herts District Council
01/12/2020	6776	425.22		425.22		R <input type="checkbox"/>	W.P.S. Insurance Brkrs & Rsk S
01/12/2020	6777	22.75		22.75		R <input type="checkbox"/>	John Miles & Son Tyre & Exhaus
01/12/2020	6778	752.00		752.00		R <input type="checkbox"/>	Beverley Porter
01/12/2020	6794	874.12		874.12		R <input type="checkbox"/>	Adrian Robinson
01/12/2020	6779	16.47		16.47		R <input type="checkbox"/>	Southern Electric
01/12/2020	6780	63.62		63.62		R <input type="checkbox"/>	Breeze Office Solutions
01/12/2020	6781	30.00		30.00		R <input type="checkbox"/>	Hert Assoc of Parish & Town Co
01/12/2020	6782	169.20		169.20		R <input type="checkbox"/>	Kompan Ltd
01/12/2020	6783	985.00		985.00		R <input type="checkbox"/>	Gary Woods Garden & Property M
01/12/2020	6784	752.40		752.40		R <input type="checkbox"/>	Rialtas Business Solutions Lim
01/12/2020	6785	241.32		241.32		R <input type="checkbox"/>	David Allam
01/12/2020	6786	11,583.28		11,583.28		R <input type="checkbox"/>	Healthmatic Limited
01/12/2020	6787	124.58		124.58		R <input type="checkbox"/>	Ridgeons Ltd
01/12/2020	6788	59.55		59.55		R <input type="checkbox"/>	Rowland Ridgwell Ltd
01/12/2020	6789	73.92		73.92		R <input type="checkbox"/>	HFE Signs Ltd
01/12/2020	6790	1,507.20		1,507.20		R <input type="checkbox"/>	Branson Leisure Ltd
01/12/2020	6791	450.83		450.83		R <input type="checkbox"/>	ALD Automotive Limited
01/12/2020	6792	288.00		288.00		R <input type="checkbox"/>	Froom & Co Limited
01/12/2020	6793	630.00		630.00		R <input type="checkbox"/>	Design Chambers Limited
01/12/2020	6795	48.00		48.00		R <input type="checkbox"/>	Lodge & Sons (Builders) Limite
01/12/2020	6796	205.00		205.00		R <input type="checkbox"/>	Dale, Lisa
01/12/2020	6797	87.42		87.42		R <input type="checkbox"/>	The Anglia Sign Casting Compan
01/12/2020	6798	30.00		30.00		R <input type="checkbox"/>	SDH Window Cleaning
01/12/2020	6791	401.40		401.40		R <input type="checkbox"/>	ALD Automotive Limited
02/12/2020	DD	35.00		35.00		R <input type="checkbox"/>	Stort Storage
02/12/2020	DD	459.60		459.60		R <input type="checkbox"/>	Shadowfax Technology Limited
02/12/2020	Direct		5.12	5.12		R <input type="checkbox"/>	Receipt(s) Banked
03/12/2020	DD2	77.15		77.15		R <input type="checkbox"/>	British Gas
07/12/2020	DD3	57.36		57.36		R <input type="checkbox"/>	The Fuelcard Company
07/12/2020	Direct		22.50	22.50		R <input type="checkbox"/>	Receipt(s) Banked
09/12/2020	DD2	35.00		35.00		R <input type="checkbox"/>	Stort Storage
09/12/2020	DD4	50.00		50.00		R <input type="checkbox"/>	Francotyp-Postalia Limited
09/12/2020	6800	150.00		150.00		R <input type="checkbox"/>	Ael Training Services
09/12/2020	6799	8,589.60		8,589.60		R <input type="checkbox"/>	Play Source Ltd
11/12/2020	DD5	99.74		99.74		R <input type="checkbox"/>	Everflow Water
14/12/2020	DD6	102.51		102.51		R <input type="checkbox"/>	The Fuelcard Company
14/12/2020	6812	200.00		200.00		R <input type="checkbox"/>	Doug Hinstridge
15/12/2020	6801						
15/12/2020	6802						
15/12/2020	6803						

Time: 11:38

Bank Reconciliation up to 31/12/2020 for Cashbook No 1 - Current Account

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
15/12/2020	6804						
15/12/2020	6805						
15/12/2020	6806						
15/12/2020	6807						
15/12/2020	6808						
15/12/2020	6809						
15/12/2020	6810	3,997.84			3,997.84	<input type="checkbox"/>	HMRC
15/12/2020	6811	3,942.41			3,942.41	<input type="checkbox"/>	Herts County Council
15/12/2020	DD7	25.20		25.20		R <input checked="" type="checkbox"/>	Quarlix Limited
15/12/2020	DD8	79.20		79.20		R <input checked="" type="checkbox"/>	Francolyp-Postalia Limited
15/12/2020	DD9	95.34		95.34		R <input checked="" type="checkbox"/>	Workplace Drink Solutions LImi
15/12/2020	DD10	786.00		786.00		R <input checked="" type="checkbox"/>	East Herts District Council
15/12/2020	DD	57.60		57.60		R <input checked="" type="checkbox"/>	Affinity One Security Solution
15/12/2020	500295		735.00	735.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
15/12/2020	500294		189.80	189.80		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/12/2020	DD3	35.00		35.00		R <input checked="" type="checkbox"/>	Stort Storage
17/12/2020	Direct		166.67	166.67		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/12/2020	DD11	35.91		35.91		R <input checked="" type="checkbox"/>	Lloyds Bank plc
21/12/2020	DD12	61.48		61.48		R <input checked="" type="checkbox"/>	The Fuelcard Company
21/12/2020	6813	1,560.00		1,560.00		R <input checked="" type="checkbox"/>	PKF Littlejohn LLP
21/12/2020	6814	299.25		299.25		R <input checked="" type="checkbox"/>	LA Support Services Limited
21/12/2020	6815	198.00		198.00		R <input checked="" type="checkbox"/>	J Sargant
21/12/2020	Direct		4,340.00	4,340.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/12/2020	DD4	35.00		35.00		R <input checked="" type="checkbox"/>	Stort Storage
24/12/2020	BCARD1	20.00		20.00		R <input checked="" type="checkbox"/>	Facebook Advertising Services
24/12/2020	BCARD2	9.79		9.79		R <input checked="" type="checkbox"/>	HeFei WanXun
24/12/2020	BCARD3	20.98		20.98		R <input checked="" type="checkbox"/>	Guanzhou Hense Electronics and
24/12/2020	BCARD4	74.70		74.70		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/12/2020	BCARD5	292.00		292.00		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/12/2020	BCARD6	25.00		25.00		R <input checked="" type="checkbox"/>	HSI Global Limited
24/12/2020	BCARD7	119.98		119.98		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/12/2020	BCARD8	29.00		29.00		R <input checked="" type="checkbox"/>	Sam Flynn Social Media
24/12/2020	BCARD9	9.49		9.49		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/12/2020	BCARD10	226.99		226.99		R <input checked="" type="checkbox"/>	UK Home Shopping Ltd
24/12/2020	BCARD11	9.98		9.98		R <input checked="" type="checkbox"/>	Dane Elec Corporation USA
24/12/2020	BCARD12	23.50		23.50		R <input checked="" type="checkbox"/>	Homebase
24/12/2020	BCARD13	76.00		76.00		R <input checked="" type="checkbox"/>	Dunelm (Soft Furnishings) LImi
24/12/2020	BCARD14	13.99		13.99		R <input checked="" type="checkbox"/>	Shenzhenshi Chuya Shangmao
24/12/2020	BCARD15	14.87		14.87		R <input checked="" type="checkbox"/>	AllMates GmbH
24/12/2020	BCARD16	23.99		23.99		R <input checked="" type="checkbox"/>	
24/12/2020	BCARD17	24.99		24.99		R <input checked="" type="checkbox"/>	Amazon.co.uk
24/12/2020	DD	115.21		115.21		R <input checked="" type="checkbox"/>	British Gas
29/12/2020	DD	100.00		100.00		R <input checked="" type="checkbox"/>	Allison Errington Nellson
29/12/2020	DD	80.00		80.00		R <input checked="" type="checkbox"/>	The Fuelcard Company
30/12/2020	DD5	35.00		35.00		R <input checked="" type="checkbox"/>	Stort Storage
31/12/2020	DD	208.98		208.98		R <input checked="" type="checkbox"/>	Onecom Limited
31/12/2020	DD1	526.56		526.56		R <input checked="" type="checkbox"/>	Shadowfax Technology Limited
		<u>63,699.41</u>	<u>5,459.09</u>				

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth by Zoom at 20:20 on Monday 30 November 2020.

Those present

Cllr Angela Alder
Cllr Peter Gray
Cllr Greg Ratley

Cllr Craig Chester
Cllr Dinesh Patel

(Ex-officio Cllr Furnace)

In attendance:
L Dale -- Planning Officer

P 20/81 APOLOGIES FOR ABSENCE

To receive any apologies for absence. There were none.

P 20/82 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.

P 20/83 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Interest by Members. There were none.

P 20/84 MINUTES

Resolved: To approve as a correct record minutes of the Meeting held on:
• 9 November 2020 (P010) [*prop Cllr Patel; secd Cllr Furnace*]

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

P 20/85 PLANNING APPLICATIONS RECEIVED FROM EHDC

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

3/20/2071/HH &

3/20/2072/LBC 2 Fair Green, CM21 9AG

Partial conversion of garage to office. A new vehicle and pedestrian access gates and new greenhouse

Applicant: Morgan

STC Comment: No objection & No comment [*prop Cllr Patel; secd Cllr Ratley*]

3/20/2173/HH Orion, London Road, Spellbrook
Proposed single storey rear extension, loft conversion incorporating front and rear rooflight windows, enlarged first floor rear window and new entrance gates
Applicant: Faye Hardy
STC Comment: No objection [*prop Cllr Chester; secd Cllr Gray*]

3/20/2211/HH The Meadows, London Road, Spellbrook
To build a single storey extension to the existing single storey music practice room, originally built during 2017 for my adult children who are both professional musicians. As circumstances have now changed, I would like to apply for change of use to a dwelling for my son. The building is of a timber frame, fully insulated and has already passed building regulations (ref BC/16/0668 DEXBN)
Applicant: Mr Hugh Chipperfield
STC Comment: Application temporarily withdrawn

3/20/2213/FUL Land Adj to Orion, London Road, Spellbrook
Erection of 1no. detached dwelling with integrated annexe and new vehicular access onto London Road
Applicant: Mr S Allan
STC Comment: No objection [*prop Cllr Gray; secd Cllr Patel*]

3/20/2251/HH 10 Parkway, CM21 9NR
Demolition of conservatory. Proposed rear single storey extension
Applicant: Mr Chris Pask
STC Comment: No objection [*prop Cllr Gray; secd Cllr Furnace*]

3/20/2253/HH 11 Wychford Drive, CM21 0HA
Erection of fence panels to replace brick garden wall
Applicant: Mr Phil Morrison
STC Comment: No objection [*prop Cllr Gray; secd Cllr Rattey*]

P 20/86 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 27 November 2020.

3/20/2185/HH 2 Harvest Close, CM23 4RE
Creation of a garden room and shed.
Applicant: Mr Richard Painter
STC Comment: No objection [*prop Cllr Chester; secd Cllr Rattey*]

3/20/2359/HH **Dower House, 17a Knight Street, CM21 9AT**
Construction of 2 storey side extension with first floor rear window opening
Applicant: Mr Hodges
STC Comment: No objection [prop Cllr Patel; secd Cllr Chester]

P 20/87 **PLANNING DECISIONS MADE BY EHDC**
To receive Planning Decisions from EHDC.

3/20/0140/LBC **38 Knight Street, CM21 9AX**
Removal of render panels to rear gable and fitting weatherboarding over timber frame
Applicant: Forebury Estates Ltd
STC Comment: No comment
EHDC Decision: Granted

3/20/0938/HH &
3/20/0939/LBC **32 Knight Street, CM21 9AX**
Removal of pebbledash cement render to east and south elevations. Insertion of sheep's wool insulation to lathed (timber framed) areas, re-lath existing lath area, re-render in 2 coats lime and finish with 4 coats limewash
Applicant: Liz Tripp
STC Comment: No objection & No comment
EHDC Decision: Granted

3/20/1889/LBC **25 Bell Street, CM21 9AR**
Removal of hanging baskets brackets fixed to the window frame; add 2 new flower boxes under the first floor front windows
Applicant: Ms S Welfare
STC Comment: No comment
EHDC Decision: Granted

P 20/88 **PLANNING APPEALS**
To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 20:36

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth by Zoom at 7pm on Monday 11 January 2021.

Those present

Cllr Angela Alder
Cllr Dinesh Patel

Cllr Craig Chester
Cllr Greg Rattey

(Ex-officio Cllr Furnace)

In attendance:
S Crocker - Town Clerk

L Dale – Planning Officer

- P 20/89 APOLOGIES FOR ABSENCE**
To receive any apologies for absence. None received. Cllr Gray was absent.
- P 20/90 PUBLIC FORUM**
To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.
- P 20/91 DECLARATIONS OF PECUNIARY INTEREST**
To receive any Declarations of Interest by Members. No pecuniary interest declared. Cllr Alder declared a non-statutory interest in respect of Agenda item P 20/93 – 5 Walnut Tree Avenue and 17 Walnut Tree Crescent.
- P 20/92 MINUTES**
Resolved: To approve as a correct record minutes of the Meeting held on:
• 30 November 2020 (P 11) [*prop Cllr Chester; secd Cllr Rattey*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda.
- P 20/93 PLANNING APPLICATIONS RECEIVED FROM EHDC**
To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

3/20/1962/HH **9 Northfield Road, CM21**
Part two storey, part single storey rear extension, single storey front extension, and the creation of a new access with a parking area for 2 vehicles to include a change in land levels and landscaping to the front
Applicant: Mr A Sanford
STC Comment: No objection [*prop Cllr Chester; secd Cllr Furnace*]

3/20/2045/FUL **Craycombe, Parsonage Lane – Amended**
Subdivision of the site to include associated landscaping (fencing, shrubs, hard surfacing), conversion of office and outbuildings to a two bedroom dwelling with associated fenestration alterations, insertion of additional fenestration and alterations to and raising of the roof ridge, along with the erection of a shed and bin store
Applicant: Mr A O'Conner
STC Comment: No objection [prop Cllr Rattey; secd Cllr Patel]

3/20/2078/ADV **49-51 Knight Street, CM21 9AX**
Re-painting of shop front and erection of one non-illuminated fascia sign
Applicant: Ms Norma Jordan
STC Comment: No comment

3/20/2386/LBC **136 Sheering Mill Lane, CM21 9ND**
Replacement of boiler and insertion of flue
Applicant: Dr B Marlow
STC Comment: No comment

3/20/2397/B1CPN **60B Station Road, CM21 9AZ**
Change of use from Light Industrial (Class B1 (c)) to 2 residential flats (Class C3).
Applicant: Elisha Mirza
STC Comment: Deferred until further information available [prop Cllr Rattey; secd Cllr Chester]

3/20/2408/VAR **Land Rear of 60 Station Road, CM21 9AZ**
Removal of condition 2 of approval: 3/18/0153/FUL (Change of use and internal alterations to create four office/workshop units with alterations to front elevation). Vary drawing C4 (Floor/Elevation-Proposed) with drawing number TPP20201103-02
Applicant: Elisha Mirza
STC Comment: Deferred until further information available [prop Cllr Rattey; secd Cllr Furnace]

3/20/2423/HH **13 Hampton Gardens, CM21 0AN**
Conversion and alterations of garage to create second floor with two pitched dormers to front elevation, a single dormer to rear and canopy to the rear
Applicant: Mr S Vale
STC Comment: No objection [prop Cllr Patel; secd Cllr Chester]

3/20/2440/HH **2 Northfield Road, CM21 9DR**
Single storey rear extension
Applicant: Mr Sonny Lewis
STC Comment: No objection [prop Cllr Rattey; secd Cllr Patel]

3/20/2482/HH **5 Walnut Tree Avenue, CM21 9JR**
Removal and replacement detached garage. Infill side and rear extensions with side winter garden extension
Applicant: Dr Radu Burton
STC Comment: No objection [*prop Cllr Patel; secd Cllr Rattey*]

3/20/2451/HH **17 Walnut Tree Crescent, CM21 9EB**
Ground floor side and rear extension
Applicant: Mr & Mrs R Diprose
STC Comment: No objection [*prop Cllr Chester; secd Cllr Furnace*]

3/20/2500/HH **4 Rowney Wood, CM21 0HR**
Two-storey side extension to include conversion and alterations of garage. Two-storey rear extension with juliette balcony to first floor
Applicant: Mrs J Pickard
STC Comment: No objection [*prop Cllr Patel; secd Cllr Rattey*]

3/20/2502/HH **6 Hampton Gardens, CM21 0AN**
First floor extension above double garage
Applicant: Mr M Omyena
STC Comment: No objection. Neighbours comments/concerns noted [*prop Cllr Rattey; secd Cllr Chester*]

3/20/2560/HH **14 The Crest, CM21 0ER**
Single storey rear extension, two storey side extension and part garage conversion
Applicant: Mr & Mrs A Devine
STC Comment: No objection [*prop Cllr Furnace; secd Cllr Rattey*]

3/20/2559/HH **7 Newton Drive, CM21 9HE**
Demolition of conservatory and garage. Erection of two storey side extension and single storey front and rear extensions
Applicant: Mr Wayne Heapy
STC Comment: No objection [*prop Cllr Chester; secd Cllr Patel*]

P 20/94 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 8 January 2021. There were none.

3/20/0323/LBC 50 Bell Street, CM21 9AN

Installation of window, roof light and boiler flue. Internal alterations, to include new bathroom and utility space; alterations to partitions and doorways in connection with conversion to residential use.

Applicant: Forebury Estates Ltd

STC Comment: No comment

EHDC Decision: Granted

3/20/0780/FUL The Colt, Redricks Lane, CM21 0RL

Demolition of bungalow and erection of 2 dwellings, access and associated works

Applicant: Red Ricks Colt Ltd

STC Comment: No objection

EHDC Decision: Granted

3/20/1230/LBC 27 Bell Street, CM21 9AR

Removal of air conditioning units on rear elevation, insertion of internal extract ductwork and insertion of external extract grille on flank elevation

Applicant: Mr Peter Bennet

STC Comment: No comment

EHDC Decision: Granted

3/20/1900/FUL Land at Railway Meadow, London Road

Erection of 9 infill dwellings including associated vehicular access. 23 parking spaces and landscaping/infrastructure

Applicant: Mrs Ran Yao

STC Comment: Inappropriate development - not in-keeping with street scene

EHDC Decision: Refused. Contrary to policies GBR1, DPS2, VILL2, DES4, DES2, NE2, NE3, WAT1 & WAT5 of the EHDP 2018 & NPPF 2019

3/20/1936/HH 3 The Orchards, CM21 9BB

Single and two storey rear extension, extension to front entrance porch and conversion of rear garage to playroom and study

Applicant: Mr & Mrs P James

STC Comment: No objection

EHDC Decision: Granted

3/20/1992/FUL 1 Bullfields, CM21 9DB

Demolition of existing dwelling house, and erection of 4no. 1 bed flats and 2no. 2 bed flats, together with associated refuse and cycle storage provision, parking provision for 6 vehicles and associated outside amenity space

Applicant: Stallan Group Ltd

STC Comment: Objection. Overdevelopment of site, not in-keeping with street scene

EHDC Decision: Refused. Contrary to policies DES4, HOU2, HOU11, HA4, HOU7, TRA3, DES2, DES3, WAT1 and WAT5 of the EHDP 2018 & NPPF 2019

3/20/2088/HH **Sapsed House, 23 The Forebury, CM21 9BD**
Proposed single storey rear extension
Applicant: Mr & Mrs David Ho
STC Comment: No objection
EHDC Decision: Granted

3/20/2100/PNHH **35 Barnard Road, CM21 9DY**
Single storey rear extension: Depth 6.0 metres, Maximum height 3.3 metres, Eaves height 3.0 metres. Single storey side extension: Depth 6.0 metres, Maximum height 3.3 metres, Eaves height 3.0 metres
Applicant: Expert Planning and Design Consultancy Ltd
STC Comment: No comment until sufficient information available
EHDC Decision: Prior approval is not required

3/20/2135/HH **Chalks Farm, Coney Gree, CM21 0DA**
Ground floor rear extension with roof lights and replacement of existing front bay window with French doors
Applicant: Mr & Mrs Ellis
STC Comment: No objection
EHDC Decision: Granted

P 20/96 **PLANNING APPEALS**
To receive notification from EHDC of Planning Appeals.

5 Applegate, Sawbridgeworth, Hertfordshire, CM21 0DR
LPA Appeal Reference: 20/00132/REFUSE
Erection of wooden car port to front of property
STC Comment: No objection.

Meeting Closed at 7.26pm

SAWBRIDGEWORTH TOWN COUNCIL

FINANCE AND POLICY COMMITTEE

Minutes

A meeting of the Finance and Policy Committee was held by Zoom conference at 19:30 on Monday 11 January 2021.

Present: Cllrs Eric Buckmaster (Chair), Angela Alder, Ruth Buckmaster, Annelise Furnace, David Royle, Greg Ratley [Ex-Officio]

Absent: None

In Attendance: Mr Simon Crocker – Town Clerk. There were no members of the public present.

F 20/24 APOLOGIES FOR ABSENCE

To receive any apologies for absence

There were no apologies

F 20/25 PUBLIC FORUM

To respond to questions from members of the public on matters within the remit of the Finance and Policy Committee.

There were no members of the public present

F 20/26 DECLARATIONS OF INTEREST

To consider any Declarations of Interest by Members

Cllrs noted that they were members of various external organisations as set out below:

- Hailey Centre: Cllrs E Buckmaster, Alder, Ratley
- SYPRC: Cllrs R Buckmaster, Furnace, Royle, Alder
- RHSO: Cllrs R Buckmaster, E Buckmaster
- Town Twinning: Cllrs Royle, E Buckmaster

F 20/27 MINUTES

To approve as a correct record the minutes of the Finance and Policy Committee held on 14 September 2020

It was:

RESOLVED that the minutes of the Finance & Policy meeting held on 14th September 2020 be approved as a correct record and duly signed by the Chair.
Proposed by Cllr Alder, seconded by Cllr Ruth Buckmaster – All in favour.

F 20/28 BUDGET 2021/2022

To consider a draft budget for the forthcoming financial year

A draft estimate of expenditure and income for financial year 2021-2022 was considered page by page. Members made the following observations / recommendations. The Chair explained that salary elements were recharged across various service centres.

Pg1:

- 2% salary increase assumed.

Pg2:

- Two separate codes for website to delineate between annual costs and development budget.
- £500 Tourism budget – for advertising events.

Pg3:

- New homes bonus budget of 0 but likely to get something. Amount unknown at present.
- Due to pandemic, unknown whether/if civic events will happen.
- Code 4340 - (Twinning hospitality) now defunct, line to be deleted.

Pg4:

- No Comments

Pg5:

- Code 4420 - £2000 toward external fabric of Halley Centre.
- Code 4400 – Rental costs for storage of plant and equipment.

Pg6:

- No Comments.

Pg7:

- Allotment costs. Varies by size of site

Pg8:

- No Comments.

Pg9:

- Burials net income estimated at £10,000.
- Code 4700 – Town Council pays for Orchard mowing.

Pg10:

- No Comments

Pg11:

- Code 4601 – Bell St W/C's annual maintenance cost of £10,000.
- Noted that events may not be held at usual times due to Pandemic.

Pg12:

- No Comments

Pg13:

- Code 4685 – Christmas lights cost of £15,000. Need to tender and engage with stallholders noted.
- Centre 680 – Markets are Covid dependant.
- Code 4720 – Town green project likely to span more than one year.
- Code 4730 – (Defibrillator) code now defunct, line to be deleted.
- Code 4705 – (WWI / VE day) Code now defunct, line to be deleted.

Pg14:

- No Comments.

Pg15:

- Code 1150 – (Sawbobus grant) reduced by 50% in preparation for phasing out. To be funded by precept in future.
- Code 4029 – (Salary Recharge) budget reduced to reflect reduced staff hours during pandemic.
- Code 1850 – (Vehicle Hire Income) budget of 0 but some income may be generated, Covid dependant.

Pg16:

- No Comments.

Pg17:

- Code 4915 – (Town Welcome Pack) unknown when this will take place, code to stay.
- Noted predicted movement of £32,165 to reserves.

Pg18:

- Noted predicted closing reserves equal to 27% of suggested precept.
- Noted suggested precept of £361,628. Equal to a Band D equivalent of £96.17, representing a 6.6% increase.
- ACTION – Change tax base to reflect actual (3760.29)

Cllr Alder requested the minutes record the Committee's thanks for the work put into the production of the draft budget by the Committee Chair and the former Town Clerk.

It was:

RESOLVED that the Committee recommend the draft budget, and a precept of £361,628.00, to Full Council.

Proposed by Cllr Ruth Buckmaster, seconded by Cllr Alder – All in favour.

F 20/29 ITEMS FOR FUTURE AGENDAS

To consider any items for inclusion on future agendas.

- Investment Strategy Report.
- Comms Policy.
- Bank Mandates and Signatories review.

The Chair closed the meeting at 20:36

Mayor's report for full council meeting on 25th January 2021 (as of 17th January 2021)

Christmas events attended:

- I was privileged to take part in two super online carol events in the run up to Christmas:
 - The Sawbridgeworth Evangelical Congregational Church organised a pre-recorded community carol service streamed on 13th December that included singing by local primary school pupils and messages from local residents and businesses. It was an honour to be able to introduce the service.
 - On 24th December a streamed pre-recorded carol singalong was organised by Great St Mary's Church at which I read the poem 'Christmas' by Christina Rossetti. The online event replaced Carols on the Green and had over 800 views. Its associated telephone fundraising appeal enabled The Rotary Club to donate £500 each to two local charities.
- On 19th December I attended the St Clare's Hospice socially distanced Light up a Life service held outdoors. It was extremely well organised and I learnt how the hospice is managing the pandemic.
- I watched the streamed Christmas celebration by Essex & Herts Air Ambulance on 17th December.
- I managed to catch sight of Father Christmas as he toured the town with his elves on 12th December – it was very exciting and judging by social media, appreciated by residents of all ages!
- And congratulations to this year's Christmas badge competition winner, runners up, and also to our "2020 Christmas" badge winner who received a set of badges for her family and friends using her fantastic design.

Citizens Advice Herts

- I had a call with Lauren Hyde, Chief Executive of Citizens Advice Herts on 8th December. The organisation is looking at how best it can deliver services to Sawbridgeworth residents and new ways of engaging both during and after the Covid-19 pandemic, including reaching out through local community groups and organisations.

Local police priority setting

- On 1st December 2020 I attended the online session with PCSO Amanda Higham during which members of the public can help set local policing priorities for the coming months.
- It was reported that the Halloween period in Sawbridgeworth was the most successful in five years with zero crime recorded and a 90% drop in ASB.

Fawbert & Barnard tea party - cancelled

- Unfortunately my visit to meet pupils from Fawbert & Barnard Infants' School on 8th January was cancelled due to the new national lockdown. This was organised as part of their Bright Lights, Big City theme and will be rescheduled.

Mayor's charities

- Given fundraising opportunities are constrained this year, I am planning the Sawbo Daily Mile initiative in which residents can pledge to walk, run, cycle, roll a mile a number of times a week, and help raise funds for this year's Mayor's charities – 1st Sawbridgeworth Scouts and the Essex & Herts Air Ambulance.
<https://www.justgiving.com/crowdfunding/sawbomayorcharities>
- I had an online meeting with Boylett's Law on 15th January to discuss support for the initiative. It should be launched this spring and will be fully compliant with Covid-19 restrictions.

Annelise Furnace

County councillor report January 2021

Major Consultations

Planning Gilston Villages 1-6 – Planning Application Documents

Local residents now have the period up to 21 Jan 2021 (at 5pm) to submit comments.

3/19/1045/OUT | Outline planning with all matters reserved apart from external vehicular access for the redevelopment of the site through the demolition of existing buildings and erection of a residential led mixed use development comprising up to 8,500 residential homes including market and affordable homes; retirement homes and extra care facilities; provision for Gypsies and Travellers pitches/ Travelling Showpeople plots; a range of community uses including primary and secondary schools, health centres and nursery facilities; retail and related uses; leisure facilities; business and commercial uses; open space and public realm; sustainable urban drainage systems; utility and energy facilities and infrastructure; waste management facilities; vehicular bridge links; car parking; creation of new vehicular and pedestrian accesses into the site, and creation of a new vehicular, pedestrian and cycle network within the site | Land North Of The Stort Valley And The A414 Gilston Hertfordshire (eastherts.gov.uk)

3/19/1046/FUL | Alterations to the existing Fifth Avenue road/rail bridge, and creation of new bridges to support the widened highway to west of the existing structure to create the Central Stort Crossing, including embankment works, pedestrian and cycle facilities, a pedestrian and cycle bridge over Eastwick Road, lighting and landscaping works and other associated works | Land Adj To Fifth Avenue Existing Eastwick Crossing Hertfordshire/Harlow (eastherts.gov.uk)

3/19/1051/FUL | Erection of a new road, pedestrian and cycle bridge; replacement of an existing rail bridge at River Way; alterations to the existing local highway network; lighting and landscaping works; listed building works to Fiddlers Brook Bridge; and other associated works. | Land To The South And East Of Gilston Village And North Of River Stort Gilston Hertfordshire/Harlow (eastherts.gov.uk)

3/19/1049/LBC | Erection of a new road, pedestrian and cycle bridge; replacement of an existing rail bridge at River Way; alterations to the existing local highway network; lighting and landscaping works; listed building works to Fiddlers Brook Bridge; and other associated works. | Land To The South And East Of Gilston Village And North Of River Gilston Hertfordshire/Harlow (eastherts.gov.uk)

East Hertfordshire Growth and Transport Plan Opening date: 31 October 2020 Closing date: 28 February 2021

The draft East, and South East Growth & Transport Plan (GTP), covering the towns of Bishop's Stortford and Sawbridgeworth, down to Hertford, Ware, Hoddesdon, Broxbourne, Cheshunt and Waltham Cross, and the key transport links between these towns and to surrounding areas, will start the process of public consultation in October and is due to finish in December 2020. The consultation documents already includes feedback from workshops with County Councillors and District Portfolio Holders as well as officers for the area have been used to refine the initial schemes and packages that considers the key problems and opportunities which currently exist or may in the future on the transport network and identifies what types of interventions are needed to improve the transport network.

The East Hertfordshire GTP has been developed at the same time as the South East Hertfordshire GTP due to the number of linked trips between the areas.

The Eastern Growth & Transport Plan (EGTP) is a new transport strategy to help direct and plan transport improvements and investment in Bishop's Stortford and Sawbridgeworth and surrounding areas. <https://www.hertfordshire.gov.uk/about-the-council/consultations/transport-and-highways/eastern-area-growth-and-transport-plan.aspx#>

The South East Hertfordshire Growth & Transport Plan (EGTP) is a new transport strategy to help direct and plan transport improvements and investment in Hertford, Ware, Hoddesdon, Broxbourne, Cheshunt and Waltham Cross, and to surrounding areas. <https://www.hertfordshire.gov.uk/about-the-council/consultations/transport-and-highways/south-east-central-growth-and-transport-plan.aspx#>

The GTPs set the following 6 objectives:

1. Connected - Improved transport connections between and within urban and rural locations and services to support economic activity, education, access to services and the development of new jobs and homes.
 2. Reliable - Improved network resilience and journey time reliability for all users, so that transport networks and services provide consistent and dependable journeys throughout the day.
 3. Accessible - Provide improved transport networks by all modes, including public transport services, to increase the choice available to transport users and reduce barriers to prosperity, development and growth.
 4. Attractive Place - Enhance the function and character of East and South East Hertfordshire's neighbourhoods and public locations to support vibrant communities and preserve and enhance the local environment and quality of life.
 5. Efficient - Make the most efficient use of resources and technology by reducing the need to travel and enabling a shift to more sustainable modes of travel.
 6. Healthy and Safe - Promote measures to improve safety and reduce the negative impacts of motorised travel, in particular private car travel; to reduce the harm caused to public health, the environment, and to minimise safety risks.
- The draft EGTP proposes 37 Packages and the draft SEGTP proposes 40 packages comprising multiple interventions, including some significant larger scale schemes as well as smaller scale projects focusing on locations.

Sustainable Hertfordshire

Last year the County Council declared a climate emergency. This public engagement was open from **02 November 2020**

This public engagement closes on **24 January 2021**

We invite your views on climate change and sustainability in Hertfordshire. Here is a summary of the County Council's ambitions. Further details can be found via the survey.

The county council's ambitions for leading in our own operations are:

- **Carbon neutral for our own operations by 2030**
- All operations and services are ready for future climates
- **Improve biodiversity on our land by 20% by 2030**
- Reduce what we throw away. Send nothing to landfill by 2030

The county council's ambitions for enabling and inspiring a sustainable county are:

- **Net zero greenhouse gas county before 2050**
- Our communities are ready for future climates
- **Improve wildlife in our land and water by 20% by 2050**
- **Clean air for all by 2030**
- **Increase resource efficiency threefold in the County by 2050**

<https://www.hertfordshire.gov.uk/about-the-council/consultations/environment/sustainable-hertfordshire-strategy.aspx#>

Diversity & inclusion Strategy

This consultation opened on **21 October 2020, will Close 12th February**

The council's current Diversity & inclusion Strategy is due to end this year. This survey is asking you to inform how we deliver a new strategy that:

- Works with communities to ensure that our services are responsive to our diverse population
- Works in partnership across all sectors to make Hertfordshire a safe and inclusive County of Opportunity for all its residents

Hertfordshire County Council provides a number of services. This includes; Adult Social Services, Children's Services, Education, Libraries, Roads, Fire and Rescue, Citizenship Services and Public Health. A full list of services can be found here. To help us understand both the needs of our communities and how we can work better together, we would be grateful if you could complete the short set of questions below.

The Equality and Diversity team has worked with a number of stakeholders over the last year to identify how to develop the new strategy that

meets the needs of Hertfordshire's diverse population. The below sets out our proposed added-value themes for our new Diversity & Inclusion Strategy alongside some questions designed to help us determine the actions we may need to take to deliver on these aspirations.

<https://www.hertfordshire.gov.uk/about-the-council/consultations/equality-strategy-2016-20/diversity-and-inclusion-survey.aspx#>

HERTFORDSHIRE SAFEGUARDING CHILDREN PARTNERSHIP (HSCP) ARE WORKING WITH NSPCC TO LAUNCH A COUNTYWIDE NEGLECT SURVEY CAMPAIGN IN EARLY 2021

SURVEY LAUNCHED TO GAUGE UNDERSTANDING OF NEGLECT ACROSS COUNTY

(Friday 20 November), on World Children's Day, the NSPCC and Hertfordshire Safeguarding Children Partnership (HSCP) are announcing that they will be launching a countywide campaign to raise awareness of and help prevent neglect of children and young people in the county.

The campaign is being launched in early 2021 alongside Hertfordshire's new neglect strategy, which will focus on intervening at the earliest opportunity to help prevent neglect and reduce the impact it has on children. A key priority for the HSCP for some time, the new strategy will reinforce Hertfordshire's commitment to reducing the number of children and young people experiencing neglect and look to tackle the many causes of child neglect.

Neglect is the most prevalent form of child abuse across the UK and in line with this, Hertfordshire has seen a steady rise in offences over the last three years.

The county's police force recorded 116 offences against children from 2017/18 to 2019/20*, an increase of 45% in the last three years. However, many neglect cases go unreported and the number is likely to be considerably higher as lockdown figures are yet to be released.

Whilst the campaign is set to officially launch in 2021, we're asking Hertfordshire's parents and carers to help us understand what they know about child neglect and its affects to help us shape the strategy and our work with local professionals working with families. You can provide your feedback up until 12 February 2021 at: <https://bit.ly/HertsNSPCCsurvey>

About one third of calls made to the NSPCC Helpline are from people concerned a child might be experiencing neglect, which is when a young person's basic needs are not being met. This includes the child not having warm, clean clothing; enough to eat or drink; receiving love and care; access to healthcare; and support with education.

The campaign will run in three phases; the first phases will look to work with professionals, the second phase will target work with parents and carers and the third phase will be led by young people themselves.

The survey link is: <https://www.surveymonkey.co.uk/r/DZYWMGQ>

New Consultation on Waste Local Plan.

The consultation runs from **9am Monday 11 January 2021** and closes **5pm Friday 19 March 2021**.

The consultation covers the Draft version of the new Waste Local Plan (the Plan) we are preparing which will replace the current adopted Waste Core Strategy and Development Management Policies Development Plan Document (DPD) (November 2012), the Waste Site Allocations DPD (July 2014) and the Employment Land Areas of Search Supplementary Planning Document (SPD) (November 2015). The new Plan sets the vision, objectives and spatial strategy for waste planning in Hertfordshire up to 2036.

We have also prepared a draft of our new Waste Facilities Design Guide SPD, which will provide guidance on the design of waste management facilities and assist in meeting the requirements set out in Policy 15 of the Draft Plan.

The Plan and supporting documents will be available to view online at hertfordshire.gov.uk/wfip and we are welcoming comments from interested parties.

Hertfordshire schools come top of the class in national performance tables

The Sunday Times singled out the nation's top 500 secondary schools in its recently published 2020 guide and 25 Hertfordshire schools were included, an impressive five per cent of the UK total. The schools were ranked by performance according to the results of their A'Level and GCSE examinations taken in the summer of 2019.

The 25 Hertfordshire schools ranked within the top 500 state secondary schools are (position in brackets):

- Dame Alice Owen's School, Potters Bar (33)
- Hockerill Anglo-European College, Bishop's Stortford (41=)
- Watford Grammar School for Girls, Watford (73)
- Watford Grammar School for Boys, Watford (119)
- St George's School, Harpenden (139)
- The Herts and Essex High School, Bishop's Stortford (153)
- Beaumont School, St Albans (170)
- Sandringham School, St Albans (171)
- St Albans Girls' School, St Albans (172)
- The Broxbourne School, Broxbourne (235)
- Hitchin Girls' School, Hitchin (238)

- Presdales, Ware (259)
- Roundwood Park School, Harpenden (276)
- The Bishop's Stortford High School, Bishop's Stortford (321)
- The John Henry Newman RC School, Stevenage (326)
- Rickmansworth School, Rickmansworth (336=)
- Queen's School, Bushey (339)
- The Hemel Hempstead School, Hemel Hempstead (351=)
- Loreto College, St Albans (389)
- St Joan of Arc RC School, Rickmansworth (417)
- Richard Hale School, Hertford (457)
- The Highfield School, Letchworth Garden City (459)
- Stanborough School, Welwyn Garden City (480)
- The Priory School, Hitchin (490)
- The Leventhorpe School, Sawbridgeworth (495)

The results were published in the 28th edition of The Sunday Times Schools Guide, identifying the 2,000 highest-achieving state and independent schools in the UK, ranked by their most recent examination results.

To read the full report visit: <https://www.thetimes.co.uk/article/best-uk-schools-guide-parent-power-tr95xdzta>

There are 530 maintained schools in Hertfordshire which consist of 80 secondary, 403 primary, 14 nursery, 25 special schools; and eight Education Support Centres.

A clearer approach to setting speed limits on Hertfordshire's roads has been agreed, paving the way for more 20mph zones across the county.

Over the summer, Hertfordshire County Council consulted on an updated strategy for setting speed limits on the county's roads, including clearer guidance on the introduction of 20mph areas that aim to improve conditions for people walking and cycling.

The strategy includes a framework for setting speed limits so that they are more consistently applied across the road network, reflecting the design of the road and the way it is used. It also provides clearer guidelines on the measures (such as traffic calming, signing and technology) that can be used to help reinforce those limits.

Commissioner plans for Hertfordshire's largest ever police forceHertfordshire is set for its largest ever police force, funded by a planned a £1.25 a month Council Tax increase.(£15) Police and Crime Commissioner David Lloyd is aiming to fund extra frontline officers as part of a £14.1m budget increase, on top of the number provided by the government national uplift programme.

The Commissioner's budget proposal would increase the total number in the ranks to 2,267 in the next financial year, with a total of 167 new officers joining. The government is funding 90 officers to be in post by April 2022, while the Commissioner's planned precept rise would pay for another 77 officers. If you would like to give comments, please send them to your.views@herts.pcc.pnn.gov.uk or by completing a short survey bit.ly/Hertsprecept21 by midnight on Friday 15th January 2021.

Matters agreed at East Herts Executive on 5th January

No. Item

- 5 To Contract out of Homelessness Reviews to specialist organisation
- 6 Affordable Housing Research and Overview and Scrutiny Review. To inform future housing policy especially on matters of affordability.
- 7 Note a decision of the Chief Executive to approve a scheme for Local Authority Discretionary Grant fund under Urgency Provisions. To expedite the process of launching government support schemes for businesses impacted by covid closure or ability to supply.

Eric Buckmaster January 2021

E.H.C Report to Council – December 2020

Financial Sustainability Committee – 14th December 5.45 p.m.

Short meeting prior to training session

Local Government Finance – 14th December 2020 – 7 p.m.

This was a training event and was a really long session on Zoom explaining the legalities and complexities of local government finance. It was the first part of a 2 session meeting. I was unable to attend the second one due to another commitment.

District Council Meeting – 16th December 2020

The pre-Christmas meeting was interesting from the content of some of the questions e.g. a question on the role of the Environmental Health Team during the pandemic where the team has been playing a pro-active role supporting local businesses throughout the pandemic. This included contacting more than 400 local businesses to give details bespoke advice including undertaking advisory visits or phoning or writing to businesses to share information about how to operate safely with regards to both staff and customers alike. The officers have been conducting a significant amount of their duties outside of the council's normal office hours so as to reach businesses when they are operating. To date the team has followed up 557 individual reports from the public, members, the police and others about businesses appearing not to be following the guidance properly. The team's response to a report or during a proactive visit is a supportive rather than a punitive one with a four "Es" approach being adopted i.e. engagement, explanation, encouragement and then finally enforcement.

Another member question enabled the portfolio holder to announce the council's launch of a totally updated Environmental Sustainability webpage which links together all the Council's existing and additional information. It is now much easier to access practical guidance on the steps residents can take to reduce their carbon footprints. The council has recently employed a Sustainability Projects and Policy Officer for six months and having revamped our website she will now be improving our overall communications on sustainability issues. It was further announced that this May, the Queen is launching her green canopy project which is a nationwide tree planting programme to celebrate her 70 years in service. I would like to suggest that we too, as a Town council, look to ways we might take this initiative forward to help reduce our carbon footprint here in Sawbridgeworth.

A third question related to the plight of rough sleepers and homelessness. At the start of the first lock-down East Herts used government funding to quickly secure hotel accommodation in Stevenage for rough sleepers and those with nowhere else to go other than sleeping on friends' sofas. Since then East Herts has continued without any government funding to assist the 24 people with complex histories of entrenched rough sleeping housed in the hotel. 11 have been provided with secured longer term accommodation another 6 we continue to support with the remaining 7 finding their own housing solutions. In addition, this year, the

Council will again provide revenue to support the winter night shelter in Bishop's Stortford which is due to re-open in a Covid-secure way in January.

East Herts has already received £41m for East Herts local business rates relief, government grants to businesses, discretionary grant money and support for Bishop's Stortford BID.

£0.9m for increased Local Council Tax support claims, increased Housing Benefit claims and money for discretionary accommodation for rough sleepers.

£1.8m in grants to compensate the council for lost income and also new burdens.

The money to be received is made up of

£8.7m for business rate relief

£0.192m for increased Housing Benefit claims

£92k for Test and Trace

£49k for COVID Marshalls

£71k for discretionary accommodation for rough sleepers.

The Government scheme to compensate councils for loss of income from sales, fees and charges require the council to absorb the first 5% loss fully, after which the government will compensate 75p for every £1 lost.

Audit and Governance meet next week.

Human Resources next meets in February

Angela Alder

Sawbridgeworth Ward member East Herts Council

19th January 2021

EHDC Report for Cllr Ruth Buckmaster 18.1.21

1.12 20 Interfaith meeting

I attended the County Interfaith meeting as EH representative. Hertfordshire has a population of 1,176,700 with 180 languages spoken. EH is the least diverse district for faith but are waiting on the 2021 Census figures for any change. We looked at equality across Hertfordshire but also discussed how COVID-19, Brexit and Hate Crimes affect people. The strategy discussed to help these problems will be to connect with our community, be the change, and be an active partner and deliverer of inclusive services.

2.12.20 DMC

The application was the amended Hartham Leisure Centre. 3/20/1814

This was a much better design than had been previously submitted and justified DMCs refusal of the original one. There are more electric car spaces and charging points as well as cycle storage. A living wall has been included and the carbon footprint and sustainability aspect of the center is much improved. This application was granted.

3.12.20 Review of Scrutiny

This was a training workshop looking at how the committee and councillors should scrutinize.

The four principles of Scrutiny are;

Holding to account

Being the voice of the people

Ownership and independence

Improving services and driving efficiency

The scrutiny clients are the council and the community, and the product of scrutiny should be recommendations and assurance. It is also about shaping and improving our services, giving a fresh insight and alternative perspective. We can also challenge the objectives, deliverance and costs of these services.

8.12.20 Overview and Scrutiny

Police presentation;

Crime was reduced this year with domestic burglaries dropping throughout COVID-19. Work across all the sectors resulted in fewer victims of crime. There are more police officers and Herts will continue with this trend. How they use them to make the most of officers is most important and the work in prevention of crime together with residents. There are seven County Lines in Hertfordshire but only two in EH. they are mainly from north east London targeting under 21s. One line in Hertford and Ware comes from north London (Stamford Hill) the other in Bishops Stortford running from Hackney. The offenders are increasingly local but they are moving away from Cuckooing. Knife crimes linked to drugs remain low. But have found hire vehicles and Uber coming up from London to drop of drugs for locals to deal. The benefit of lockdown enabled the police to see what was happening in plain sight. With people working from home, they were able to see the dealing and smell it. There was an increase in Knife crimes with 17-19 yr. old's the highest victims and offenders. The hot spots are Hertford and Bishops Stortford 24 and 18 offences respectively.

Burglaries from sheds and garages remain high and are only just coming down. We are getting 9 or 10 more officers in EH and 23 new officers over 18 months.

10.12.20 EH affordable housing study

I was part of the group that looked at the housing needs in EH and discussed the range of affordable Housing. We fed back to this report. In east Herts we have Housing Associations that rent houses. Their finances determine the stock of rental property. Higher rents they can purchase more properties, lower rent purchase fewer. The issues are balancing the overall supply and market provision. Affordable rent is 80% of market value and social rent is 50%. These all affect what the HA can provide. there is an emerging national policy which will impact on local policies and delivery methods. This could mean formal partnerships with developers but it is uncertain at the moment

16.12.20 EHDC full Council I have left this for other councilors to report on,

6.1.21 HCC COVID-19 update Jim McManus gave a presentation on the rate of infection in Hertfordshire and the vaccination process. He also showed the Swiss cheese method of reducing the transmission of infection.

7.1.21 PAH update. We were shown drawings and designs of what they would like in the new hospital.

13.1.21 EHDC extraordinary meeting. This was called to vote on the change to charging for the green waste. Most of us had argued against charging for the collection of green waste for many months at our meetings. But we have been left in the position of trying to balance the budget. All the councilors were asked for suggestions and alternatives to find savings in other places so we didn't cut our vital services, but none were forthcoming. Unfortunately, this was the councils only option.

14.1.21 EHDC members briefing

CAB they gave us an update on how they have been supporting their clients during the lockdown through telephone appointments.

Census. The ONS is responsible for the census in England and Wales. It is important because it gives the most detailed information we have about our society. The Census is used to make decisions about planning and development, public health and social care, housing, education and transport. The Census will take place on Sunday 21st March. For the first time it will be a digital- first census, but paper will be available for those who need it. 60-70 field staff have already been recruited. The plan at the moment is for them to go house to house after the 21st March but that will depend on the rate of infection.

Planning Enforcement. The district is updating its 2016 enforcement policy. Enforcement is discretionary not statutory action will only be taken when it is expedient to do so having regard to level of harm caused. We have 1 Principal officer and 2 enforcement officers to cover all the workload. The cases reported for 2019 493 of which 12 enforcement notices were served. For 2020 there were 458 cases and 19 notices. At the moment they have 470 ongoing cases. The highest priority are gypsy and traveler sites. Most

investigations don't lead to formal enforcement because they are not a breach of planning regulations, or planning would have been granted, or it is a breach but it is not expedient to take further.

As I mentioned last month, I was involved with the Christmas in a Bag initiative. This was a huge success with over 75 families /people being helped. They each received two bags of food, decorations, crackers all generously donated by the church's schools and community. Some of the responses we received were truly moving.

Because of this it has been decided to start a Community Pop Up Shop to be held in the Congregational Church. The idea is that anyone who needs can come and get food, toiletries, household goods etc. free of charge. This is not to replace the food bank but to help people who are struggling but might not qualify for a food bank voucher. It will be open twice a week to start. We will be asking for donations again they can be dropped off at the church.

I'm sorry this is such a long report I'll try and make the next one shorter.

EHDC Cllr Ruth Buckmaster

Sawbridgeworth Town Council

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

e-mail: info@sawbridgeworth-tc.gov.uk
web: www.sawbridgeworth-tc.gov.uk



MAYOR
Clr Annelise Furnace
TOWN CLERK
Simon Crocker BSc. (Hons) MSc

Meeting: Full Council Meeting 25 January 2021

Agenda Item: 20/134

Date of Report: 20 January 2021

From: HIGHAM, Amanda 6666 <Amanda.HIGHAM@Herts.pnn.police.uk>
Sent: 20 January 2021 11:21
To: Simon Crocker <simon.crocker@sawbridgeworth-tc.gov.uk>
Subject: Report for TC Meeting

Morning Simon, hope you are well.

Please find the below as our report for the next Town Council meeting.

The priorities for the local team to work towards up until 8th March remain as,

1. reducing reports of drug dealing and associated antisocial behaviour, Monday-Sunday 5pm-2am in Fairways, Linwood, Vantorts Road, Close and Park
2. reduce incidents of theft from motor vehicles, Monday-Sunday 2pm-2am in all residential, business and open spaces in Sawbridgeworth

The team have significantly upped patrols in all areas for priority 1 and we have seen a reduction in incidents reported to us. For priority 2, we spend time patrolling and aim to visit every victim of vehicle crime to give reassurance and crime prevention advice.

At the beginning of March, an Invite will go out via our Online Watch Link (OWL) system to fill in a survey telling us of residents concerns. We will collate all the information from this and the Echo system to help us set the new priorities going forward. A link will be sent out for people to join us on 8th March via OWL Live Chat when we will set the priorities.

bit.ly/police-sawbo is the link to use for anyone to send an anonymous comment, good or bad. We read every comment and tailor our patrols accordingly.

Covid-19 patrols continue within high footfall areas around town. This is not normally completed by local officers but by an assigned unit.

During lockdown obviously all public engagements have been suspended but as soon as we are allowed, these will resume. We will be carrying out a joint Community Voice engagement with Clarion Housing Association in the Bullfields estate as soon as we are given the green light.

Crimes of note since 1st December 2020:

- 3/12/20 – theft from motor vehicle
- 10/12/20 – distraction burglary
- 16/12/20 – theft of vehicle
- 19/12/20 – theft from shop
- 23/12/20 – criminal damage to residential property
- 3/1/21 – theft from residential property

Police Report 210125

- 13/1/21 – x3 vehicle interference
- 19/1/21 – vehicle interference

Kind regards
Amanda

SAWBRIDGEWORTH TOWN COUNCIL 25 JANUARY 2021: REPRESENTATIVES' AND CHAMPIONS' REPORTS

1 SCHOOLS: TOWN COUNCIL BRIEFING AND SCHOOL TOWN COUNCIL MEETINGS. Postponed until later in 2021 and subject to consultation with schools.

2 FOOTPATHS, OPEN SPACES AND DOG FOULING

Tow path: the Mayor has sent a report to the Canal and River Trust re path maintenance and we await their response.

Footpath 21 (Vantorts Play area to Fair Green) and Footpath 32 from Fair Green to London Road: next financial year according to HCC. The Fair Green footpath has been resurfaced. I've also reported to EHDC the area around the post box at the exit to the Bell Street car park. Footpath 26 from Springhall Lane to Pishiobury: HCC is considering resurfacing with crushed concrete but poor weather is no doubt preventing this. I have no update. Because of the weather many unsurfaced footpaths are in a poor state and surfaces are deteriorating, so a review will need to happen when things improve.

The Modification Order for Public Bridleway 11 from Tharbles Lodge on West Road and tree preservation orders for the lime trees on the continuation as Footpath 26 awaiting completion. I'm still trying to arrange a meeting with the Farm Manager.

The launch of the Slow Ways (<https://slowways.uk/>) initiative, a new national network of 7,000 walking routes, has been postponed but webinars continue and I have shared summaries with the group of regular walkers I am in contact with. They plan to recruit 10,000 volunteers to walk, check and review these Slow Ways routes in a week.

Open Spaces. Local Nature Reserve application: EHDC reported on 11 January to Cllr Eric Buckmaster that during December they responded to a couple of queries from Natural England about their submission, who say things are "progressing" and they anticipate responding to EHDC 'very shortly'.

Dog fouling. No update.

3 Town twinning. We had a Zoom meeting and quiz on 27 November; committee meetings continue online, and we are confirming dates for our planned visit to Bry in September and the visit from Moosburg in October (confirmed as 23/24). We plan to be largely self-sufficient from now on in funding incoming visits, our main expense, now that budgeted support from this Council has ended.

4 Sustainable Sawbridgeworth. We continue to meet via Zoom and promote local refill/recycling opportunities (plastic free shopping) via the Budgens community noticeboard, our Facebook page and the Flyer. There is an opportunity to link up with our eco-audit and making Sawbridgeworth a more sustainable town. There has been no opportunity to run a Tidy Up Sawbridgeworth activity, but litter pickers are available to people on their regular walks. The repair café is on hold.

David Royle 170121

To: All Members
From: Joanne Sargent
Subject: Town Projects - Manager Report
Date: 18th January 2021

Town Vibrancy – Extensive work and collaboration with Cllr Rattey to communicate on a personal level to all businesses and retailers in the town with regards to the ongoing COVID 19 pandemic. Making an application online and knowing what you can apply for has been a daunting process for some. Initially at March 2020 some businesses were not listed with EHDC and therefore did not qualify for automatic grant pay-outs. We fastidiously worked our way through every viable business in the town. Subsequent grant approvals ran more smoothly but became complicated once again as we moved through the Tier system. Following the November (2nd) lockdown 'Wet pubs' (of which we have 4) have not re-opened at all. Quite a few of the grants are still waiting to be paid out LRSO 'Open' and 'Closed' grants are still being processed.

We have had some very positive feedback from our business community, and they have thanked us extensively for the support that we have given them, whether an update email or a personal call to 'check in' with them they have been most grateful.

Whilst currently working our way through the 3rd full lockdown, it is hard to ascertain how the high street will 're-open' again in the coming months.

EHDC RHSS European Grant Funding – Delivery of 6 units arrived just before Christmas for distribution around the town, however there was a delay with the hand sanitiser that arrived later. Because of the way the grant has been funded the units are not allowed to be attached to the ground, street furniture or anything else! Therefore, I had started to liaise with shop keepers around the town to see if people would be a willing custodian of a unit and put it out in the street each day they were open and bring them in at the end of the working day so that they were safe overnight. Lockdown 3 has delayed this process; on review I have contacted the following business with the view to get the units out over the coming week.

Pick & Nosh – London Road

Nisa Tuck Shop – Bell Street

CJ's Ice Cream Parlour – The Square

Bakers Walk – Central location outside Mint Café (this area is locked each evening)

Bell Pharmacy – Bell Street

Tudor House – Knight Street (this one will be delayed until they re-open)

Big Wave – the brief was revised considering lockdown 3. New artwork 'town' specific was sent through and uploaded as our social media banners.

Message from marketing agency: An online advertising campaign will launch next week on Herts Live/Mercury, In Your Area and the Bishops' Stortford Independent. We will also be supporting the campaign with a social media campaign, again encouraging residents to shop local. We will also be launching a radio campaign on Heart, again encouraging residents in the area to make a pledge to support local businesses and buy online and order takeaways. To further push this message home we will also be liaising with the local media to gain further traction and will be issuing a release encouraging residents to 'Make a Pledge' and buy online order takeaways etc during lockdown.

Sawbo Santa Sleigh Ride – A new event that was a great success and well received by all. When I planned for this event at the beginning of the pandemic in March 2020 the sleigh ride was created to be 'COVID proof'. With restrictions constantly changing, the final route of the sleigh ride was withheld on advice and in collaboration with the police. It was launched on Facebook on October 29th 2020 as a 'save the date' for the event so that parishioners had an event to look forward to, within three hours there were over 300 people following the event online. The date was set in conjunction with the police so that the event was fully covered. Three large banners were placed on the railings in the town to promote the event. Consultation with our health and safety advisor took place to ensure that current regulations were adhered to with regards to the ongoing pandemic.

Cemetery – At date of report, cemetery bookings have been low, however we are predicting an increase in the coming weeks.

Civic Dinner – Saturday May 1st, ongoing communication with the Mayor with COVID restrictions in place.

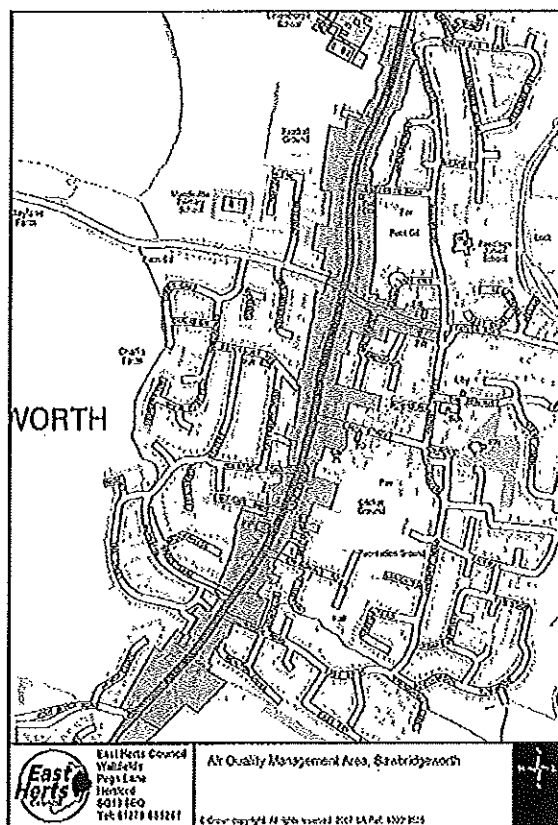
West Road Play Area – Work to replace the worn areas of matting took place on 30th November 2020. The artificial grass bank area on the slide has been repaired, however it has been reported back to me that this bank requires extensive work in the future. The spoil heap that created the structure for the slide has deteriorated beneath the 'No-Mow' and I suspect that a future replacement of a more 'traditional' slide will be the most cost-effective solution to the problem. It is currently safe and passed inspection in July 2020. Weekly inspection of the equipment is carried out by the town ranger.

Travel Challenge & Town Selfie Walk – The event for September 2020 was moved to Spring 2021. Cllr Furnace and I have liaised with the HCC Sustainable Travel Officer and she has confirmed that beyond March 2021 all activity will remain online. We will now have to look to the autumn of 2021 at the earliest with regards to holding this event.

Air quality monitoring in Sawbridgeworth – Cllr Annelise Furnace

Sawbridgeworth has an Air Quality Management Area (AQMA) on the London/Cambridge Road with two monitoring points - one by Bell Street (EH57) and the other I believe may be by the West Road roundabouts (EH91).

https://laqm.defra.gov.uk/images/aqma_maps/aqmamapamendeda4.jpg



The latest set of monitoring figures I have received from EHDC officers show nitrogen dioxide (NO₂) levels were 40.2 (EH91) and 51.4 (EH57) micrograms in 2019 at the two monitoring points in Sawbridgeworth - note that 40 or below is the national objective. At the time of writing this data had not yet been published on the dedicated EHDC website.

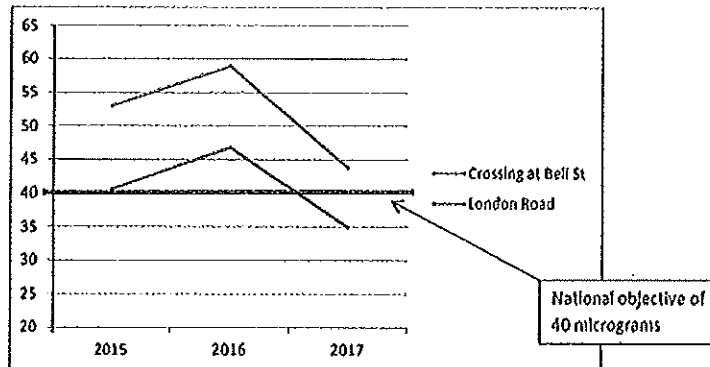
<https://www.eastherts.gov.uk/environmental-health/air-quality>

Previous year's figures appear on the website as below - it is unclear whether there was any data for 2018 at all, and we are now in 2021:

London Road, Sawbridgeworth Air Quality Management Area

Distance corrected NO₂ levels

	Tube location	2015	2016	2017
EH57	Crossing at Bell St	53.0	58.9	43.8
EH14	London Road	40.6	46.8	35.0



Below is some background from EHDC officers I have been corresponding with:

As seen in the data, the monitoring carried out in Sawbridgeworth is via monthly diffusion tubes which have to be ratified annually (In April of the next year) in order to give meaningful data. The monitoring has been carried out throughout the pandemic with only 1 month we believe lost due to the first lockdown when the laboratories were not open to process the data. So the 2020 figures which will be out next year will reflect this issue. The current situation however is normal service is continuing with regards to those during this lockdown.

There has been some rationalising of collector tubes:

Tube number 58 was co located with tube 57, so this monitoring point still remains just with one diffusion tube instead of 2. Tubes 14,55 & 56 again were all co located in the same location and have been replaced with diffusion tube 91.

I would like to ask members to agree that STC write to EHDC asking:

1. When the latest data will be put onto the website for members of the public to access
2. That the system be changed to regular and up-to-date publication of air quality monitoring results in Sawbridgeworth
3. How EHDC plans to report air quality levels during the building work that has now started - this needs to be real-time reporting and made public in order to assess potential health impacts
4. What plans and resources EHDC has to promote cleaner air in Sawbridgeworth, including anti-engine idling campaigns.

All the above are extremely important given what we know about the link between air quality and public health. <https://www.bbc.co.uk/news/uk-england-london-55330945>

Site	Location	blas corrected
EH12	Hockerill St Bishops Stortford	43.9
EH17	Dunmow Road Bishops Stortford	60.7
EH18	Stansted Road Bishops Stortford	36.7
EH19	London Road Bishops Stortford	59.8
EH25	Old Cross Hertford	42.6
EH28	Castle St Hertford	35.5
EH30	Downey Cottage Hertingfordbury Rd Hertford	38
EH31	Hockerill St BS Colocated with EH12	44.2
EH32	Hockerill St BS Colocated with EH12	43.9
EH35	Dunmow Rd BS Colocated with EH17	59.9
EH36	Dunmow Rd BS Colocated with EH17	61.2
EH37	Stanstead Rd BS Colocated with EH18	36.5
EH38	Stanstead Rd BS Colocated with EH18	37.3
EH39	London Rd BS Colocated with EH19	60.4
EH40	London Rd BS Colocated with EH19	60.4
EH41	Ware Rd Hertford	41.6
EH42	West St Hertford colocated with EH29	43.2
EH43	West St Hertford colocated with EH29	42.9
EH44	West St Hertford colocated with EH29	42.1
EH48	Castle Street Hertford	34.3
EH49	Castle Street Hertford	36.2
EH52	Cowbridge Hertford	29.2
EH54	Station Road Ware	27.56
EH57	Opp Bell St SBW at crossing	51.4
EH62	Northgate End B/S Jct Yew Tree Court	50.4
EH64	Rye St, B/S outside 79	31.4
EH66	Rye St, B/S outside 209	19.3
EH68	Hadham Rd, B/S outside 9	31.7
EH70	Outside 38 High St, Buntingford.	24.1
EH73	opp Horseshoe Cott's, Buntingford	29.3
EH79	Gascoyne Way, Hertford	33.5
EH80	Gascoyne Way, Hertford	32.2
EH81	Gascoyne Way, Hertford	32.3
EH82	10 Bullocks Lane, Hertford	28.3
EH83	Port Hill Hertford	26.4
EH84	North Road, Hertford	32.1
EH85	Sele House North Road, Hertford	40.5
EH86	78 North Road, Hertford	26.7
EH87	Viaduct Road, Ware	36.1
EH88	Santander High Street, Ware	38.7
EH89	Domesticare, High Street, Ware	30.1
EH90	Pye Corner, Gilston	26.8
EH91	14 London Road, SBW	40.2
EH92	Gourmet Oriental, South Street, B/S	27.6
EH93	Sarfood, Station Road, B/S	41.7
EH94	Cancer Research UK, Potter Street, B/S	33.5
EH95	Stortford Road, Little Hadham	23.2
EH96	Standon Road, Little Hadham	25.5