

SAWBRIDGECWORTH TOWN COUNCIL

MEETING OF THE TOWN COUNCIL Minutes

of the Meeting of Sawbridgeworth Town Council held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 19:30 on **Monday 27 February 2017**.

Those present

Cllr Angela Alder	Cllr Pat Coysten
Cllr Roger Beeching	Cllr Don Hall
Cllr Eric Buckmaster	Cllr Heather Riches
Cllr Ruth Buckmaster	Cllr David Royle
Cllr John Burmicz	

In attendance: R Bowran - Town Clerk
Joanne Sargent – Projects Manager Lisa Dale – Finance Officer

Welcome by the Mayor
Prayers were said by Cllr Coysten

16/152 APOLOGIES FOR ABSENCE

Apologies for absence from Cllr Adamopoulos – work commitment.
Cllr Mortimer and Cllr Shaw were absent

16/153 DECLARATIONS OF PECUNIARY INTEREST

To receive any declarations of Pecuniary Interest by Members
None received after clarification by the Clerk that the provisions did not apply to Item 16/161, the budget debate.

16/154 PUBLIC FORUM

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

16/155 MINUTES

To approve as a correct record the minutes of the Meeting of the Council held on 30 January 2017 (M09)
[prop Cllr E Buckmaster; secd Cllr Hall]

16/156 PLANNING COMMITTEE

Noted: The draft minutes of the Planning Committee Meetings held on:

30 January 2017 (P13)
13 February 2017 (P14)

16/157 AMENITIES COMMITTEE

Noted: The draft minutes of the Amenities Committee Meeting held on:

13 February 2017 (A03)

16/158 FINANCE & POLICY COMMITTEE

Noted: The draft minutes of the Finance & Policy Committee Meeting held on:

20 February 2017 (F04)

16/159 MAYOR'S CORRESPONDENCE/COMMUNICATIONS

To receive Mayor's appointments and communications.

- Acknowledgment of Grant made to St Clare Hospice
- Events attended
 - 31 Jan: Meeting with St Elizabeth's
 - 01 Feb: Assistant minister licensing
 - 02 Feb: Wine tasting event
 - 03 Feb: Essex wing ATC presentation evening
 - 09 Feb: F&B Street Detectives display
 - 12 Feb: Judge of Scout cooking competition
 - 15 Feb: Meeting with EHDC re dog fouling
 - 16 Feb: Team Herts Volunteering meeting
 - 18 Feb: Mayor of Hertford's Civic Dinner
- Forthcoming events
 - 04 Mar: Mayor's charity cabaret
 - 10 Mar: Spellbrook school council briefing
 - 18 Mar: Scouts AGM; County music concert
 - 21 Mar: Reedings school visit to St Elizabeth's
 - 24 Mar: Spellbrook school council meeting
 - 25 Mar: Mayor of Ware's Garden Party
 - 28 Mar: High Wych school council briefing
- The proposed Art Competition has been postponed until possibly the summer.

16/160 REPRESENTATIVES REPORTS

To receive representatives reports from:

- County Councillor Roger Beeching reported:
 - Spending £7,500 of his Locality Budget for the benefit of Sawbridgeworth
 - Spending £67,000 of his Highways Locality Budget for the benefit of Sawbridgeworth
 - HCC LEP has secured £265m to invest in people, places and businesses over the next 5 years.
 - Visit Herts Tourism is worth £2.1bn to Hertfordshire's economy.
 - Herts Big Week-end is on 01 and 02 April.
 - Funding from HVCCG is still a problem but has now been referred to their financial committee
- District Councillor Angela Alder reported:
 - There are now only 2 scrutiny committees at EHDC, condensed from the previous 5 committees. A Champions Committee is now being established.
- District Councillor Eric Buckmaster reported:
 - Two excellent young groups
 - Youth Create, who have reached the Jack Petchey Achievement Award Finals.
 - Diverse Performing Arts
 - He will deliver a strategy statement to the Health and Wellbeing committee
 - EHDC grants are being linked to Health and Wellbeing
 - A full council meeting on 01 March to approve the budget for 2017/18

- Committee minutes are not now being presented to full council until they have been approved by the relevant committee
- Other Representatives & Champions
 - Cllr Royle reported on Air Quality.
 - EHDC not replacing Cerys Williams, the AQ officer.
 - EHDC have received a grant to promote electric vehicles.
 - No date for the Sawbridgeworth Air Quality Plan (possibly later in 2017)
 - Cllr Royle reported on Dog Fowling, Litter and Footpaths.
 - Suggested that the 90 members of the U3A walking group could monitor.
 - He will write some press articles on the subject
 - Suggested use of the schools sustainable journeys day to promote the issue
 - Funding for two extra dog litter bins have been promised by EHDC and HCC.
 - U3A members made aware of the existence of the Rights of Way map.
 - The future of Tednambury Railway Crossing not yet determined
 - Spoken with a member of the public about EHDC “Spring Clean”
 - Missing dog litter signs on the Old Bowling Green to be replaced by the mayor’s stock of stick-on signs

16/161 BUDGET 2017-18 & DETERMINATION OF PRECEPT

To consider the Recommendation of the Finance & Policy Committee and adopt a Budget for 2017-18

- Cllr E Buckmaster, chairman of F&P Committee, gave an introductory speech outlining the philosophy behind the creation of the budget.
- Cllr Beeching outlined the position of the County Council for next year’s budget
- Several questions from Members. Chairman of F&P encouraged Members to look at the Big Picture rather than scrutinise the budget line by line as this had already been done by the F&P committee and had resulted in their recommendation to council.
- A Member queried the budget for Civic Events and also asked whether the Civic Dinner was classified as a Civic Event. Members were encouraged to enter the debate.
Resolved: That the Civic Dinner be a Civic Event. *[prop Cllr Alder; secd Cllr Burmicz]*
- The chairman of the A&A Committee said she would call a meeting of the committee to establish staff salaries for 2017/18.

Resolved: That the budget for 2017-18 be approved.
[prop Cllr Alder; secd Cllr Beeching]

To determine the Precept for 2017-18 and instruct the principal authority accordingly.

Resolved: That the precept for 2017-18 be set at £267,910 (Two hundred and sixty seven thousand nine hundred and ten pounds). [prop Cllr Alder; secd Cllr Beeching]

Cllr Beeching commended the Chairman of the F&P committee and the Town Clerk for the diligence and clarity with which the budget had been prepared and presented.

16/162 GRANT APPLICATIONS

The mayor declared an interest as he is a member of the group. Deputy mayor took the chair.

To re-consider the grant request made by the following:

- Sawbridgeworth Local History Society : £250 for scanner, filing cabinets and events

Resolved: To make a grant of £250
[prop Cllr E Buckmaster; secd Cllr Alder]

The mayor resumed the chair.

16/163 STANDING ORDERS

To consider the insertion in Standing Order 26 the addition that:
“If a question be answered, the Member putting the question may put one supplementary question”.

The recommendation of the F&P committee refers.

Resolved: To adopt the amendment to Standing Orders.
[prop Cllr Alder; secd Cllr Beeching] There were two abstentions.

16/164 RISK ASSESSMENT

Resolved: To approve the Risk Assessment relating to the activities of the Town Council in the year 2016-17.
[prop Cllr E Buckmaster; secd Cllr Alder]

16/165 CLERK’S & PROJECT MANAGER’S REPORT FEBRUARY 2017

Clerk’s Report

Car Park Subsidy

- New parking regime from EHDC imminent. Meters modified and updated.

Cemetery

- A number of further interments managed in 2016/17 to date

Chamber Utilisation

- Used for History Group, U3A, EHDC launch event, WW1 exhibition

Community Transport - Sawbobus and Minibus Hire

- Sawbobus returned from warrantee repair - again.

Hertfordshire Highways

- Water pump on Fair Green damaged by RTC collision, repaired and replaced.

Planning Matters (acting as a consultee)

- 67 Applications considered in 2016/17.

Projects

- Bell Street Conveniences; waiting proposal from head of service.
- Town Green; no further activity.
- Library; No further action at the moment.

Staff

- All staff trained and qualified as Level 2 First Aiders

War Memorial

- Report and quotes received
- Correspondence with Diocese

Town Project Manager's Report

Future Dates for the diary

- Mon 20 March – Spring in your Step, School Travel Challenge
- Fri 19 May - Annual Civic Awards
- Sat 27 May – MOVE week launch event in Bell Street Car Park
- Sun 02 July – Fun on the Field
- Sun 09 July – Civic Service (as below)
- Sat 07 October (TBC) – RHSO Apple Day
- Sun 12 November – Remembrance Day
- Sat 18 November – Isabel Hospice Lights of Love
- Sat 25 November – Christmas Lights Switch On Event

Mayors Events 2016-17 – Charity of the Year, St Elizabeth's

- Sat 04 March – Variety & Tribute Show at the Memorial Hall
- Sat 29 April – Civic Dinner at the Memorial Hall

Mayor Elect Dates set for 2017 – 18

- Civic Service at Great St Mary's Church ~ Sun 9 July 2017 at 3pm

- 16/166 DEPOSIT & CONSULTATION DOCUMENTS**
To note receipt of any Documents for Noting and Consultation
There were none.
- 16/167 FINANCIAL REPORT**
Noted: The current Financial Report
- 16/168 ACCOUNTS FOR PAYMENT**
Noted and approved: Accounts for payment

Meeting ended at 20:45