

SAWBRIDGEWORTH TOWN COUNCIL

TOWN ACTION PLAN AND AMENITIES COMMITTEE

Minutes

of the meeting of the Town Action Plan and Amenities Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth at 8pm on **Monday 12th February 2024.**

Those present

Cllr Annelise Furnace
Cllr Dawn Newell
Cllr Salvatore Pagdades
Cllr R Buckmaster (Ex Officio)

Cllr Angus Parsad-Wyatt
Cllr John Rider

In attendance:

Christopher Hunt - Town Clerk
Cllr Eric Buckmaster
Cllr Simon Penney

Cllr Steve Smith
Cllr Nathan Parsad-Wyatt

T23/29 APOLOGIES FOR ABSENCE

None received

T23/30 PUBLIC FORUM

There were no questions from members of the public on matters within the remit of the Committee.

T23/31 DECLARATIONS OF INTEREST

There were no Declarations of Pecuniary Interest by Members.

T23/32 MINUTES

Resolved: To approve as a correct record the minutes of the Committee Meeting held on 16th October 2023 (T02)
[prop Cllr A Parsad-Wyatt; sec'd Cllr S Pagdades]

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

Owner	Action	Completed
J Sargant	To find out the price to extend cemetery to future proof.	Adopted as a project for the next 6 months for the overall 3 year plan on developing the cemetery.

T23/33 ALLOTMENTS

– Allotments Officer Report
The report was talked through by the Clerk. Flood information was added and the town council are signed up to flood alerts.

T23/34 CEMETERY

Received and noted – Cemetery Officer Report

The report was talked through by the Clerk. Grass cutting and planting has begun and maintenance will be supplemented with the re-attendance of the community pay back scheme via the probation service.

Topple testing will be completed on a rolling programme.

T23/35 FOOTPATHS & OPEN SPACES

Cllr J Rider highlighted the update from East Herts District Council officers for a medium term repair to footpath 22 and 23. The owner of the footpath across Fair Green will be completing maintenance work.

The wall on Fair Green will not be repaired in time for the May Fair but it is hoped this will not impact on the event.

All footpath maintenance on the paths by Leventhorpe School is in hand and maintenance work is scheduled.

Cllr E Buckmaster mentioned the West Road development footpath 9 was still a mud track but was to be surfaced as part of the planning agreement and the rights of way officer was looking into this.

Footpath 32 was also mentioned and the Clerk had an update which he will circulate to members.

ACTION Clerk to circulate update on footpath 32

Cllr J Rider raised the road winter treatment and the recent meeting with Herts Highways and Town Council members. The meeting indicated that Bell Street will be assessed for future gritting. The winter treatment contract will be up for renewal this year and Cllr E Buckmaster will be part of this process. This will also include the pothole repairs but the adaption on to dealing with dangerous position of potholes is still frustrating as the staff who drive gritting lorries are the same that repair the potholes.

Cllr E Buckmaster wanted to see flexibility in the future to be able to deal with both issues under the negotiations in the new contract. The procurement process is for the whole county and will receive some scrutiny.

Cllr A Parsad-Wyatt wanted to highlight the better position we were in than last year, with local arrangements to react to adverse weather conditions.

Cllr A Furnace wanted to thank Cllr's J Rider and E Buckmaster for the work they have done to improve the situation the town found itself in last year.

T23/36 OPERATIONS

Received and noted – the Clerk's report on operations. He mentioned his concern that improvements to the Hailey Centre could impact on the liability to repairs for the Town Council. This will be highlighted and discussed with the manager and updates fed back to this meeting.

The CCTV system will have a survey completed in the next week to look at placing two new cameras in Bell Street.

T23/37 ECO-AUDIT WORKING PARTY

Cllr A Furnace advised that the three acorns report had stalled but was now being worked on again, with an ambition to a net zero pledge which will be discussed at the next Finance meeting. Regarding the real time air quality monitor, the operator will be invited to address councillors to explain how the results can be accessed and utilised.

Bob Reed has now been appointed as the Chief Science ecology officer for Pishiobury Park Friends.

Cllr E Buckmaster raised he has chased the listing on the Natural England website for Pishiobury to be listed as a nature reserve.

T23/38 TOWN ACTION PLAN

To review status of the Town Action Plan, by Cllr A Parsad-Wyatt. Mention was made to the flooding prevention work that had been successful in hotspot areas, the recent cross border meeting with Sheering PC and the footpath repairs and the ongoing work. Work with the police continues with pavement parking issues raised and encourages Councillors to attend the West Road development community meeting later this month.

Cllr D Newell raised issues with parking at Leventhorpe swimming pool with students parking in the spaces for swimmers and restricting the route for emergency vehicles.

Cllr S Pagdades suggested writing to the Head at Leventhorpe School.

Cllr E Buckmaster also suggested Cllr R Buckmaster as a District Councillor could raise this with East Herts Council.

It was agreed updates were to be made at the Amenities meeting and a full update made at the Annual Town Meeting.

ACTION, Cllr R Buckmaster to write to East Herts Council to raise the issue of pupils parking in the Leventhorpe swimming pool, restricting places for pool users.

T23/39 ADDRESSING LOCAL FLOOD RISK

Cllr E Buckmaster explained the agencies responsible for different areas such as rivers, water supply and gully and drain maintenance.

The reporting methods and the support available to residents was highlighted and agreed will be promoted via the Town Council website under useful links for a single point of contact for members of the community to be directed to.

Cllr E Buckmaster stated Councillors were encouraged to report flooding issues at Spellbrook online and he will follow these reports up with the relevant authority.

ACTION, Clerk to add the information and links to the Town Council website.

T23/40 COUNCILLOR ENGAGEMENT

Cllr S Pagdades had no further update.

T23/41 STATION ADOPTION SCHEME

Cllr A Parsad-Wyatt stated art work from local schools has now been fitted on the footbridge. Sheering PC had been made aware of the project and invited to join in with Sawbridgeworth TC members.

T23/42 ITEMS FOR FUTURE AGENDAS

Cllr J Rider, increased HGV movement through the town due to the Sheering HGV restriction which may impact on vehicles using Sawbridgeworth Roads as a diversion.

The Clerk stated this will be added to the next agenda.

Meeting ended at 20:52

ACTIONS

Owner	Action	Completed
Clerk	To circulate update on footpath 32	Email sent 13/2/24 to all councillors and staff
Cllr R Buckmaster	To write to East Herts Council to raise the issue of pupils parking in the Leventhorpe swimming pool, restricting places for pool users.	Email dated 18/2/24 Dear Cllr Buckmaster, Thank you for raising the observations and concerns of customers regarding the car parking at Leventhorpe leisure centre. Please be reassured that I have spoken to the General Manager about the parking and this will be reviewed by them and the school. Kind regards Emily
Clerk	To add the information and links to the Town Council website	