

## WARE TOWN COUNCIL

To all Members of the Tourism, Leisure & Amenities Committee (Cllr's Kaye, Ballam, Curtis, Kent, Reed, M Standley)

Your attendance is requested at a Meeting of the **TOURISM, LEISURE AND AMENITIES COMMITTEE** at 7.30pm on **Monday 4 January 2016** at **The Priory, Ware** when the following business will be transacted:

**The meeting is open to the Public and the Press. The Council provides opportunity for members of the public to speak or ask questions at every meeting of the Committee on any item on the agenda**

### A G E N D A

1. To receive **Apologies for Absence**
2. To receive any **Declarations of Interest**
3. To receive and approve the **Minutes of the Meeting of 9 November** (previously circulated)
4. **Community Forum** – to note the next meeting on Thursday 14 January
5. **Tudor Square Enhancement Scheme** – to receive a progress report (attached)
6. **Events** – to receive a report from the Events Officer (attached)
7. **Tourism** – to receive a progress report (attached)
8. **Town Centre Development** – to receive a progress report (oral report)
9. **Christmas Lights** – to receive a report on new Christmas lights (attached)
10. **Street Furniture** – to receive a progress report (attached)
11. **Noticeboards** – to receive a progress report (oral report)
12. **First World War Trench** – to receive a progress report (attached)
13. **Date of Next Meeting:** Next scheduled meeting 29 February 2016



**Jill Rowlinson  
TOWN CLERK**

[www.waretowncouncil.gov.uk](http://www.waretowncouncil.gov.uk)

Date: 29 December 2015  
Ware Priory  
High Street  
Ware, SG12 9AL  
01920 460316

## WARE TOWN COUNCIL

### TOURISM, LEISURE & AMENITIES COMMITTEE 4 JANUARY 2016

#### TUDOR SQUARE ENHANCEMENT – AGENDA ITEM 5

##### Progress since 9 November:

1. **Discharge of Planning Conditions** – Planning consent was granted subject to the attached conditions. Some of these are required before work can commence. Barker Associates are liaising with East Herts Council on this. Samples of materials are being sent to East Herts Council this week. An archaeologist has been engaged. Vehicle tracking diagrams are currently being prepared. These are also required for Highways.
2. **Highways** – permission is required from Highways as part of the square is highway land. An application for a S278 agreement to work on the highway has been applied for. A site meeting was held with officers from Herts Highways. They considered this would be considered minor works and could be progressed quite quickly. In order to progress this they have requested vehicle tracking diagrams as above.
3. **UK Power Networks** – confirmation is awaited from UK Power Networks as to whether or not their permission is required to work near the electricity sub-station.
4. **Future interest in Tudor Square** - as reported at the Council meeting on 7 December, East Herts Council is considering granting Ware Town Council a long lease at a peppercorn rent with rights retained for the market. They will consult with the other service users to check there are no objections and then contact the Town Council to agree a way forward.
5. **Start date** – when East Herts Council have approved the materials to be used and all necessary permissions have been obtained, the contractor will be able to place the relevant orders and will be able to advise a start date.

**The Committee is asked to note the report.**



East Herts Council  
Wallfields, Pegs Lane  
Hertford, Herts  
SG13 8EQ

**Town & Country Planning Act 1990** 01279 655261

**D E C I S I O N   N O T I C E**

Mr I Devonshire,  
R C A Structures  
Unit 1, 2nd Floor  
Birchanger Industrial Estate  
Stansted Road  
Bishop's Stortford  
HERTS  
CM23 2TH

**App no: 3/12/2164/FP**  
WARE

**Enhancement of Tudor Square- amended proposal  
Tudor Square, Ware, Herts, SG12 9XF**

In pursuance of their powers under the above mentioned Act and the Orders and Regulations for the time being in force thereunder, the Council hereby

**GRANT PERMISSION SUBJECT TO CONDITIONS, as undermentioned:-**

for the development proposed in your application dated 20 December 2012 and received with sufficient particulars on 11 January 2013 and shown on the plans ~~as submitted~~ as amended accompanying such application.

1. The development to which this permission relates shall be begun within a period of three years commencing on the date of this notice.  
Reason  
To comply with the requirements of Section 91 of the Town and Country Planning Act 1990.
2. The development hereby approved shall be carried out in accordance with the following approved plans: First Stage Hard Landscaping (Revised June 2014); Topographic Survey; Axonometric View 1; Axonometric View 2; OS Site.  
Reason  
To ensure the development is carried out in accordance with the approved plans, drawings and specifications.
3. Details of any external lighting proposed in connection with the development shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of development, and no external lighting shall be provided without such written consent. The development shall then be carried out in accordance with the approved details.  
Reason  
In the interests of the visual amenities of the area, and in accordance with policy ENV23 of the East Herts Local Plan Second Review April 2007.

4. No development shall take place within the proposed development site until the applicant, or their agents, or their successors in title, has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation, which has been submitted to the planning authority and approved in writing. This condition will only be considered to be discharged when the planning authority has received and approved an archaeological report of all the required archaeological works, and if appropriate, a commitment to publication has been made.

**Reason**

To secure the protection of and proper provision for any archaeological remains in accordance with policies BH2 and BH3 of the East Herts Local Plan Second Review April 2007.

5. Prior to the commencement of works, the applicant shall submit detailed engineering drawings and plans which shall also include the specification and samples of surface materials. The works to the Square shall ensure access is maintained as indicated within the diagrams.

**Reason**

In the interests of the appearance and quality of the works within this part of the Conservation Area and to ensure that the paving scheme is well designed, robust and fit for purpose in accordance with policies ENV1 and BH6 of the East Herts Local Plan Second Review April 2007.

6. Prior to the commencement of the development, full details of both hard and soft landscape proposals shall be submitted to and approved in writing by the Local Planning Authority. These details shall include, as appropriate: (a) Proposed finished levels or contours (b) Hard surfacing materials (c) Minor artefacts and structures (e.g. furniture, play equipment, refuse or other storage units, signs, lighting) (d) Planting plans (e) Written specifications (including cultivation and other operations associated with plant and grass establishment) (f) Schedules of plants, noting species, planting sizes and proposed numbers/densities where appropriate. Thereafter the development shall proceed in accordance with the approved details.

**Reason**

To ensure the provision of amenity afforded by appropriate landscape design, in accordance with policies ENV1, ENV2 and ENV11 of the East Herts Local Plan Second Review April 2007.

7. All hard and soft landscape works shall be carried out in accordance with the approved details. Any trees or plants that, within a period of five years after planting, are removed, die or become, in the opinion of the Local Planning Authority, seriously damaged or defective, shall be replaced as soon as is reasonably practicable with others of species, size and number as originally approved, unless the Local Planning Authority gives its written consent to any variation.

**Reason**

To ensure the provision, establishment and maintenance of a reasonable standard of landscaping in accordance with the approved designs, in accordance with policies



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ENV1 and ENV2 of the East Herts Local Plan Second Review April 2007 and national guidance in section 7 of the National Planning Policy Framework.

8. The details of any sculpture to be erected within the Square, in association with the development hereby permitted, shall be submitted to and as approved in writing by the local planning authority prior to its installation. The development shall then be carried out in accordance with the approved details.

**Reason**

Having regards to the appearance of the public square and the Ware Conservation Area and in accordance with Policy ENV1 and BH6 of the East Herts Local Plan April 2007.

9. Prior to the commencement of works, the applicant shall submit tracking diagrams to indicate how vehicle access is maintained to adjacent businesses and would provide for the erection of market stalls and associated loading. The works to the Square shall thereafter ensure that access is maintained as indicated within the approved diagrams.

**Reason**

To ensure that the scheme is well designed and has considered how to allow for essential servicing and emergency vehicle access in accordance with policy ENV1 of the East Herts Local Plan Second Review April 2007.

**Directive/s**

1. This permission does not convey any consent which may be required under any legislation other than the Town and Country Planning Acts. Any permission required under the Building Regulations or under any other Act, must be obtained from the relevant authority or body e.g. Fire Officer, Health and Safety Executive, Environment Agency (Water Interest) etc. Neither does this permission negate or override any private covenants which may affect the land. Separate Highways Consent is required for works within the adopted Highway.
2. The applicant is advised that a Mural Wall on the east side of the Square would require Listed Building Consent as the curtilage boundary wall to Rankin House is part of its listing.

**Summary of Reasons for Decision**

East Herts Council has considered the applicant's proposal in a positive and proactive manner with regard to the policies of the Development Plan (Minerals Local Plan, Waste Core Strategy and Development Management Policies DPD 2012 and the 'saved' policies

of the East Herts Local Plan Second Review April 2007); the National Planning Policy Framework and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2012 (as amended). The balance of the considerations having regard to those policies and the other material considerations in this case is that permission should be granted.

Please note that under new regulation 11D of the Town and Country Planning (fees for applications and deemed applications) (amendment) (England) Regulations 2008, a fee is chargeable of £97 per request (or £28 where the related permission was for extending or altering a dwelling house) for the discharge and/or confirmation of compliance with a condition. To avoid any unnecessary cost we would recommend that you submit all the required information for discharge of conditions in one application as the fee is payable per request.

Director of Neighbourhood Services  
Wallfields  
Pegs Lane  
Hertford SG13 8EQ

Dated: 25 June 2014

Signed:

  
Tim Hegyard

**SEE ATTACHED NOTES**



## WARE TOWN COUNCIL

### TOURISM, LEISURE & AMENITIES COMMITTEE 4 JANUARY 2016

#### EVENTS – AGENDA ITEM 6

##### **Forthcoming cinema**

'Suffragette' – 14<sup>th</sup> January. Cinema will then take a two month break whilst work is carried out to Fletcher's Lea. Children's cinema will resume in the Easter holiday.

##### **Outdoor Screening**

It was previously reported that the cost of a screen used by other local councils was £1,000 a day on weekdays and £1,250 at weekends. However, this screen was on the back of a vehicle which would not be able to access the island. It was agreed to find out from Hertford what numbers their outdoor cinema attracted and what revenue was generated and bring to the next meeting.

Hertford's outdoor screening in 2015 sold out (1400 per screening) and tickets were priced at £6 each so revenue generated would have been £8,400 (£7,000 excluding VAT). For 2016 Hertford are putting on 2 screenings of The Blues Brothers on Friday 26 August at a ticket price of £7. It should be noted that Hertford has two sponsors for this event and the event for August is already being advertised.

##### **Costs**

The costs involved would be:

Screen Hire - £1,000 per day (£1,250 at weekends) plus VAT

Film licence – via our existing supplier, Filmbank is £139 plus VAT plus either a minimum guarantee (dependent on film) or 40% of the Box Office.

Security – if it is proposed to go ahead with then quotations will be sought

Staff costs – will depend on the number of Town Council staff required to staff the event and whether this is a weekday or weekend.

##### **Town Tours**

Meeting arranged for 15<sup>th</sup> February. Have written to Ware U3A to see if anyone from their history groups would be interested in joining the guides and also to the University of Hertfordshire in respect of their conservation/town planning students.

##### **Town Talk**

Cllr Peter Ruffles is unable to lead a talk in 2016 but has said he will in 2017. David Perman will present 'A Love Affair with Ware' at Ware Priory, 7.30pm on Tuesday, 22<sup>nd</sup> March. A talk will also be held at Place House on 22<sup>nd</sup> January when Jennifer Thomas will present 'From Flanders Field to the 'Tower' – the history of poppies.

##### **Food Festival**

Need to arrange a meeting fairly soon. Date 30<sup>th</sup> May held by EHC. Will be applying for licence. Stall application forms ready to go out.



**Band Concerts – following dates agreed:**

12 <sup>th</sup> June	Art Deco Rhythm Orchestra
3 <sup>rd</sup> July	Ware Brass
10 <sup>th</sup> July	East Herts Concert Band & Youth Orchestra
29 <sup>th</sup> August	Stevenage Male Voice Choir
11 <sup>th</sup> September	Ware Brass
11 <sup>th</sup> December	Ware Brass

There are three, possibly four dates still to fill. Have approached Dayo Drums & a local Ukulele group.

## WARE TOWN COUNCIL

### TOURISM, LEISURE & AMENITIES COMMITTEE 4 JANUARY 2016

#### TOURISM – AGENDA ITEM 7

##### **Tourist Information Point**

At a previous meeting it was agreed to investigate whether a sign stating “Tourist Information” could be placed outside Ware Museum. There is currently an “i” sign incorporated in the museum’s signage as shown below



I have contacted Visit England to find out whether there are any restrictions or guidelines on what signage can be placed outside a Tourist Information Point. A reply has been received as follows:-

“I have looked up your information point in Ware Museum and it seems to be quite comprehensive and well laid out so I am happy to attach the information ‘i’ logo in high and low resolution for you to reproduce for signage.” The only restriction appears to be on colour and Visit England have provided pantone colours.

I have asked East Herts Planning whether any consent is required and whether there would be any difference for a wall mounted or a hanging sign. Subject to their advice, costed proposals will then be prepared ready to discuss with Ware Museum.

**The committee is asked to note the report.**

## WARE TOWN COUNCIL

### TOURISM, LEISURE & AMENITIES COMMITTEE 4 JANUARY 2016

#### CHRISTMAS LIGHTS – AGENDA ITEM 9

The new Christmas lights were received on 17 November. The wrong fittings for the lantern bulbs were supplied and these had to be returned for replacement. This left a very short timescale for the contractors to fit the lights. The lanterns were erected ready for Dickensian Evening on 4 December with the other features being erected later. Letters to local businesses requesting donations towards the lights were delivered and so far 6 contributions of £50 have been received.

A complaint has been received from a resident as follows:-

"I wish to express my disappointment at this year's display of Christmas lanterns along the High Street. I'm sure the decision to use energy saving bulbs was taken with the very best intentions but I fear the lack of illumination from these new bulbs is a backward step. The tree lights are magnificent, the lanterns simply look totally inadequate, exacerbated by the number of lights not working.

Hertford appear to have upgraded their lights this year and the appeal to pedestrians is very obvious. The Ware lights are disappointing by comparison.

I am obviously unaware just how much cost-saving will be made by using energy saving bulbs but I imagine the saving is minimal set against the overall Xmas lighting budget.

Perhaps the lighting policy can be reviewed for 2016."

**Brightness of the bulbs** - the lighting supplier was advised of our requirements to fit bulbs into the existing fittings and of the wattage of the previous bulbs. I have asked them to confirm whether the output of the bulbs supplied was equivalent to the previous bulbs.

**Lights not working** – when fitted some of the bulbs were not working and required screwing in more firmly. This was done when all the lights were in place. It should be noted that one string of lights in Amwell End is not lit because a resident in one of the flats would not allow the contractor access to connect the electricity.

**The Committee is asked to note the report.**

## **WARE TOWN COUNCIL**

### **TOURISM, LEISURE & AMENITIES COMMITTEE 4 JANUARY 2016**

#### **STREET FURNITURE – AGENDA ITEM 10**

At the Council meeting on 7 December Cllr Pope advised that he had been contacted by a resident asking for more recycling bins in town. It was agreed to refer this to the Tourism, Leisure & Amenities Committee. Clarification is being sought as to whether the request was for large bins such as the bins by the library or smaller bins for recycleable litter.

**The Committee is asked to consider any action required.**

#### **FIRST WORLD WAR TRENCH – AGENDA ITEM 12**

Ware Museum was asked if they would be interested in hosting the trench exhibition from January. A response is awaited.

**The Committee is asked to note the report.**