



# Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL

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

01920 460316

## COMMUNITY AND ENVIRONMENT COMMITTEE MEETING

will meet on

**Monday 9<sup>th</sup> September 2019**

in the Council Chamber, Ware Priory, Ware, starting at 7.30pm

All Members of the committee are summoned to attend the above meeting when the following business will be transacted:

Terry Philpott, Town Clerk  
4<sup>th</sup> September 2019

This meeting is open to the Public and Press. The Council provides opportunity for members of the public to speak or ask questions at every meeting of the Council on any item on the agenda. Requests for items to be included on the agenda should be notified to the Clerk by the first Monday of the month.

### A G E N D A

**CE032: To receive and accept Apologies for Absence**

**CE033: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.**

**CE034: Minutes from the previous meeting:** to receive and sign the minutes of the last Community and Environment meeting held on 15<sup>th</sup> July 2019.

**CE035: Correspondence and Clerks report**

- Ware Foodbank update on new premises
- **Beekeepers grant** £368.59 to support a Beehive compound at Widbury Hill Allotment, awaiting further information.
- Christmas Lights licence application submitted
- River Railings work ongoing
- Tudor Square Enhancement scheme: Lease to WTC still being worked on by East Herts.
- Community Rail partnership meeting will be held in Ware on 11th September 2019

- Weekly Planning lists being received?
- Air indicator monitor purchased by WTC, being used by NPF.
- Ware Rail Bridge artwork, ongoing for 2020 implementation.

**CE036: Events update** (verbal update from Events Manager)

**CE037: Hertfordshire Year of Culture**

To agree the level of involvement by WTC.



**Hertfordshire Year of Culture 2020**

Webpage: [www.HYOC2020.org.uk](http://www.HYOC2020.org.uk), twitter [@HYOC2020](https://twitter.com/HYOC2020), facebook [@HertsYOC2020](https://www.facebook.com/HertsYOC2020)

HYOC2020 will showcase Hertfordshire as a county of creative and cultural opportunity, including existing groups already involved in culture, individual artists, musicians, dancers, schools and local groups and bringing together new partnerships and skill sharing opportunities between organisations and practitioners. Activities, special events and experiences will celebrate different types of art, share cultural experiences and explore creative heritage, including promoting local museums and theatres, exploring the county's culture in towns and parks, encouraging people to try something new or get involved with volunteering.

The campaign has five broad objectives:

- Celebrate, share and explore Hertfordshire's arts, culture and heritage
- Enable access and participation in arts, culture and heritage for new audiences,
- Increase wellbeing and a sense of belonging through arts, culture and heritage,
- Showcase pathways to education, employment and enterprise in creative and cultural industries
- Create new partnerships and new work through skill sharing and new ways of working.

Supported by all 11 Hertfordshire local authorities, the Programme Board has additional representation from the University of Hertfordshire, Visit Herts and Trestle Theatre Company. Further information: Project Co-ordinator, Liz Gore: [hyoc2020@hertsmere.gov.uk](mailto:hyoc2020@hertsmere.gov.uk)

If you would like to include in your Parish/Town/Community Magazine/Newsletter, HYOC2020 has suggested the following:

*Culture is taking centre stage during 2020, as part of a year-long campaign to showcase Hertfordshire's creative opportunities.*

*Hertfordshire Year of Culture 2020 (HYOC2020) will put the spotlight on arts, culture and heritage across the county and we want you involved!*

*So, whether you are an existing group already involved in culture, an individual artist, musician or dancer; a school or local group wanting to know how you can take part in a cultural activity, please do join us to celebrate, share and enjoy Hertfordshire's cultural offer!*

*Activities, special events and experiences will be taking place during 12 themed months that look to celebrate different types of art, share cultural experiences and explore our creative heritage. Months include promoting local museums and theatres, exploring the county's culture in our towns and parks, encouraging you to try something new or get involved with volunteering.*

*So, no matter what art and culture means to you – there will be something for everyone.*

To find out more about HYOC2020 visit our website at [www.HYOC2020.org.uk](http://www.HYOC2020.org.uk); where you can sign up to our mailing list. You can also follow us on [twitter.com/HYOC2020](https://twitter.com/HYOC2020) and [facebook.com/HertsYOC2020](https://facebook.com/HertsYOC2020) to keep up to date with the campaign as it develops. HYOC2020 is supported by all 11 Hertfordshire local authorities. The Programme Board has additional representation from the University of Hertfordshire, Visit Herts and Trestle Theatre Company. For further information, please contact the HYOC2020 Project Co-ordinator, Liz Gore at [hyoc2020@hertsmere.gov.uk](mailto:hyoc2020@hertsmere.gov.uk)

Monthly themes:

January	Try Something New
February	Workforce Development and Volunteering
March	Access the Arts
April	Go Somewhere Local
May	The Big Outdoors
June	Big Ideas
July	Cultural Olympiad
August	Families and Friends
September	Heritage and History/Meet the Maker
October	Be Inspired/Get Back Into
November	Creative Minds and Creative Industries
December	Celebrate and Illuminate

#### **CE038: 2019 Best Kept Allotment Competition update**

Judging panel: Mayor, Deputy Mayor, Chair of Community and Environment, and an independent judge. Short List completed by WAGS, followed by two rounds of Judging by Councillors, plus an expert with Horticulture knowledge.

The presentation evening is on 23<sup>rd</sup> September 2019.

#### **CE039: Allotment Waiting List (as at 29<sup>th</sup> August 2019)**

Waiting for Warehouse Field (Widbury Hill) 8

Waiting List for Crosspath Field (King George Road) 6

There are 2 vacant plots on Warehouse Field (waiting to be strimmed before offering) and one vacant plot on Crosspath Field (awaiting return of termination form)

#### **CE040: Allotment Management of poorly maintained plots / Waiting List**

To review the management of poorly maintained plots and agree if the current regime is adequate or if changes should be put in place

Current management plan

1. Allotment T&C indicate plots should be worked March to September.

2. In April each year the Allotment Committee will advise WTC of any plots are not being worked, approx. 10-12 plots pa.
3. A site visit by WTC takes place, plots are photographed for the records.
4. Letters are sent to plot holders that have not notified WTC of any legitimate reason for not working the plot (plot holders are encouraged to get support from friend and family). The letter indicates that the plot holder has one month to make a noticeable difference to the plot.
5. WTC visit the plots after the month notice period, if there is no improvement a termination form is sent to the plot holder. This is normally accepted, or a reason given for not working the plot.
6. On a case by case basis the reasons for non-compliance are reviewed and an agreed resolution time agreed and further reviewed.
7. If after the agreed time insufficient progress has been made a month's termination letter is sent.
8. After the termination period the plot is let to a new tenant.

#### **CE041: Allotment charges from October 2020**

Allotment Rents for 1 October 2019 to 30 September 2020 are due on 1 October and rent demands will be sent to tenants at the end of September. In terms of the Allotment Tenancy Agreement, Ware Town Council needs to give allotment holders 12 months' notice of any increase in rent. Therefore, if the Council is to increase rents from 1 October 2020 then notice of increase will need to be sent with the rent demands.

Allotment rents are currently £5.00 per 5 metres (1 pole) (average 125 square metres site =£25 per year. No increase has been made since 2012.

A comparison of allotment rents charged by other councils are attached.

**The Committee is asked to consider whether allotment rents should be increased for the year starting 1 October 2020.**

#### **CE042: Allotment liaison group**

To improve communication between WTC and the Allotment Committee it is proposed that a quarterly meeting is held to discuss operational and strategic issues related to the allotment sites.

**Recommendation:** To support the setting up of the liaison group.

#### **CE043: Street Furniture and Bins**

To receive feedback on the actions from the last meeting and agree any future actions.

**Action:** (SR) to check the availability of bins for Tudor Square.

#### **CE044: Pigeons in Ware**

The proposal to introduce signage 'do not feed the pigeons' has been reviewed by the Clerk and the complainant with signage locations identified. EHDC are being consulted about the installation of the signs.

#### **CE045: Tudor Square Rising Bollard**

To receive an update

**Action:** Encourage greater parking enforcement. (TP)

**Action:** Review signage for speed limits (JK).

#### **CE046: Twinning update**

Cormeilles can visit on the weekend of 25<sup>th</sup> to 27<sup>th</sup> October 2019

- A joint working group with the Twinning Association has been set up.

#### **CE047: Planting additional trees in Ware (see separate report)**

To consider supporting the scheme to plant 130000 trees via a grant scheme administered by the forestry commission. The scheme requires joint funding.

**Recommendation:** Not to plant any additional trees currently

#### **CE048: Cemetery Review (see separate report)**

To review the current Cemetery operation and agree the next steps.

#### **CE049: CCTV review in Ware (see separate report)**

To agree the level of CCTV required in Ware and the mechanism for achieving the desired coverage.

#### **CE050: Community Engagement Policy (distributed separately)**

**Recommendation:** To adopt the Community Engagement Policy

#### **CE051: Biodiversity Policy (distributed separately)**

**Recommendation:** To adopt the Community Engagement Policy

#### **CE052: Crime and Disorder Statement (distributed separately)**

**Recommendation:** To adopt the Crime and Disorder statement

#### **CE053: Agenda items for next meeting 18<sup>th</sup> November 2019**