



Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL
www.waretowncouncil.gov.uk
01920 460316

WARE TOWN COUNCIL ANNUAL MEETING

will meet on

Monday 11th May 2020

Via remote meeting starting at 7.30pm

Terry Philpott is inviting you to a scheduled Zoom meeting.

Topic: WTC Full Council Annual Meeting

Time: May 11, 2020 07:30 PM London

Join Zoom Meeting

<https://zoom.us/j/91314610775?pwd=bFNvc2M0dVRXdDhJRINCaHF4VEdNUT09>

Meeting ID: 913 1461 0775

Password: 744803

Please email townclerk@waretowncouncil.gov.uk for an electronic link to this meeting.

Last requests to be submitted by 5pm on Monday 11th May 2020.

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

Terry Philpott, Town Clerk
5th May 2020

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

WTC121: To elect a Town Mayor for the Civic Year 2020/21

WTC122: To receive the Declaration of Acceptance of Office by the Town Mayor

WTC123: To receive and accept Apologies for Absence

WTC124: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.

WTC125: Expression of Thanks to the Retiring Town Mayor, Councillor Nina Villa by Cllr Curtis.

WTC126: To receive a response from the Retiring Mayor, Cllr Nina Villa

WTC127: To appoint a Deputy Town Mayor for the Civic Year 2020/21

WTC128: To note the appointment of a Leader and Deputy Leader of the Council

Notice has been received received seven clear days before the meeting that Cllr Rishi Fernando will be the Leader of the Council.

The Leader of the Council is the most senior Councillor of the Council politically. They will lead the decision-making process and will liase with the Town clerk on those issues, forward plans and matters of policy or strategic direction. The Leader of the Council has no legal status or civic or ceremonial responsibilities.

WTC129: Adoption of Code of Conduct

To receive a briefing from The Clerk

Recommendation: To readopt the Code of Code Conduct (previously circulated)

WTC130: Adoption of Financial regulations

Recommendation: To re adopt the Financial Regulations (previously circulated)

WTC131: Adoption of Standing Orders

Recommendation: To re adopt the Standing Orders (previously circulated)

WTC132: Adoption of Scheme of Delegation

Recommendation: To re adopt the Scheme of Delegation (previously circulated)

WTC133: To appoint Councillors to Committees for the year 2020/21

| | | | |
|---------------------------|----------------------------------|--|----------------------------|
| Finance and Policy | Community and Environment | | HR |
| Mark Pope | Phyllis Ballam | | Alex Curtis (Chair) |
| Ian Kemp | Stephen Reed | | Phyllis Ballam |
| Rishi Fernando | Nina Villa* | | Mark Pope |
| Jonathan Kaye | Jonathan Kaye | | Victoria Shaw |
| Sean Shaw | Victoria Shaw | | |
| | Martin Butcher | | |

WTC134: To appoint Chairman for each of the standing committees or agree to defer until the first meeting of the committee.

Nominations received for Finance and Policy Committee

Chair: Cllr Mark Pope

Vice Chair: Cllr Ian Kemp

Nominations received for Community and Environment Committee

Chair: Cllr Phyllis Ballam

Vice Chair: Cllr Stephen Reed

WTC135: Appointment of a Ware Festival Committee - to nominate up to 5 Town Councillors to serve on this Committee with effect from the AGM in September 2020

Nominations: Phyllis Ballam, Martin Butcher, Jonathan Kaye, Mark Pope, Victoria Shaw.

WTC136: Appointment of Representatives to Outside Bodies - to consider the appointment of representatives to Outside Bodies

| Organisation | No of representatives | Nomination |
|-----------------------------------|-----------------------|------------------|
| Friends of Ware Priory | 1 | Victoria Shaw |
| Town Twinning | 1 | Phyllis Ballam |
| Southern Maltings Community Group | 1 | |
| Ware Drill Hall | 1 | Mark Pope |
| Ware Museum | 1 | Sean Shaw |
| Ware Society | 1 | Ian Kemp |
| Ware Charities | 1 | Alexander Curtis |

WTC137: Meeting Schedule

To note the meeting schedule previously distributed

WTC138: To note the objectives for WTC for 2020/21

Ware Town Council Objectives 2020/21 were approved at the January 2020 Full Council, the budget, projects and objectives are under constant review taking into account the Coronavirus lockdown.

WTC139: Minutes from the previous meeting: to approve (and sign at a later date) the minutes of the last Town Council meeting held on 2nd March 2020.

WTC140: Correspondence and Clerks report

- Local Council Award update
- Repairs update

WTC141: Agenda items for next meeting June 15th 2020.

- AGAR and Annual return information.

WTC142: Mayor's Closing Remarks