



Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL

www.waretowncouncil.gov.uk

01920 460316

WARE TOWN COUNCIL ANNUAL MEETING

Monday 11th May 2020

Via remote meeting starting at 7.30pm

Cllr Ballam, Butcher, Curtis, Fernando, Kaye, Kemp, Pope, Reed, Shaw (S), Shaw (V), Villa.

Officer present: Terry Philpott Town Clerk

Members of the public: x 3

MINUTES

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

Nominations were received for Cllr Curtis and Cllr Ballam

Cllr Curtis was elected Mayor for the 2020/21 Civic Year

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

Cllr Curtis read and signed the acceptance of office, he then presented on screen the signed copy to be signed by the Clerk at a future date.

WTC123: To receive and accept Apologies for Absence

No apologies received, all Cllrs present.

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

None declared

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

Cllr Curtis thanked Cllr Villa for the work that was undertaken on behalf of Ware Town Council and the community of Ware in her Civic Year. Emphasis on the variety of events attended, her support of animal charities and her advocacy of the armed forces.

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

Cllr Villa in her response thanked the work of the Council staff, Terry Philpott, Ros Montgomery, and Leanne Wotton who had supported her mayoral year. Thanks to Ysmena Pentelow as her Chaplain. Thank you to the Festival Committee for the work that they do to put on the events. Cllr Villa acknowledged some of the events that she attended including the signing of the pledge of friendship with Cormeilles. She acknowledged the commitment of the volunteer groups in Ware that support the community of Ware and her pride in being able to host a function in their honour.

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

Nominations were received for Cllr Kemp and Cllr Ballam

Cllr Kemp was elected Deputy Mayor for the 2020/21 Civic Year

Cllr Kemp read and signed the acceptance of office, he then presented on screen the signed copy to be signed by the Clerk at a future date.

Cllr Kemp paid tribute to the work of his predecessor Cllr Reed.

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

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

It was further noted that Cllr Kaye will be the Deputy Leader.

The Leader of the Council is the most senior Councillor of the Council politically. They will lead the decision-making process and will liaise 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

The Clerk briefed Councillors on the Code of Conduct with emphasis on the seven principles of public life.

The Councillors agreed to adopt the Code of Conduct and adhere to the code.

Resolved: To readopt the Code of Conduct.

WTC130: Adoption of Financial regulations

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

WTC131: Adoption of Standing Orders

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

WTC132: Adoption of Scheme of Delegation

Resolved: 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	Rishi Fernando		Mark Pope
Jonathan Kaye	Jonathan Kaye		Victoria Shaw
Sean Shaw	Victoria Shaw		
Martin Butcher	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 elected unopposed

Vice Chair: Cllr Ian Kemp elected unopposed

Nominations received for Community and Environment Committee

Chair: Cllr Phyllis Ballam elected unopposed

Vice Chair: Cllr Stephen Reed elected unopposed

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. elected unopposed

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
Ware Drill Hall	1	Mark Pope
Ware Museum	1	Sean Shaw
Ware Society	1	Ian Kemp
Ware Charities	1	Alexander Curtis

WTC137: Meeting Schedule

The meeting schedule previously distributed was noted and confirmed, the Clerk confirmed that all meetings until September would be held remotely with a review to be held nearer the time on future meetings.

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 considering the Coronavirus lockdown.

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

Resolved: the minutes are an accurate record

WTC140: Correspondence and Clerks report

- Local Council Award update
- Repairs update, new Priory Bridge, Refurnished floor Fletchers Lea, repaired curtains Fletchers Lea, Internal painting at The Priory, Boiler repair consultant sourced onsite meeting to take place.
- Painting of the exterior of Fletchers Lea was discussed and approval given to bring forward the works whilst the building was not open to the public.
- Covid response fund has been well received by the community, it was agreed a further £2.5K would be allocated to the grant fund with a further review in June.

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

- AGAR and Annual return information.

WTC142: Mayor's Closing Remarks

Signed

Dated