



Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL

www.waretowncouncil.gov.uk

01920 460316

WARE TOWN COUNCIL MEETING

will meet on

Monday 12th June 2023

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

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

Terry Philpott, Town Clerk

7th June 2023

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

WTC615: To receive and accept Apologies for Absence

WTC616: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.

WTC617: Minutes from the previous meeting: to receive and sign the minutes of the last Town Council meeting held on 13th May 2023.

WTC618: Presentation from the Mayors Charity Citizens Advice (TD)

To receive a presentation from the Mayors Charity with opportunities for questions and further discussion.

WTC619: Funeral Bier requires a new home (JW)

To review the proposal related to the Funeral Bier. John Wing will be attending the meeting to answer and questions.

WTC620: Climate Crisis (MB)

Recommendation: To support the resolution on the Climate Crisis.

WTC621: Voice of Ware

Recommendation: To support the proposal that The Town Council should be a powerful voice speaking out on behalf of our community, leading and campaigning on issues of vital interest to our town, our residents and future generations;

WTC622: Correspondence and Clerks report (TP)

- Green space by New River at Amwell End / Gilpins Field, the project is unlikely to proceed due to operational requirements by Thames Water the landowner.
- EV Charging points now installed, awaiting a go live date .
- Meet your Councillor events, agreed to consider attending events such as the monthly market in Tudor Square instead of inviting people to The Priory.
- CCTV control centre visit, Councillors to advise the Clerk if interested in attending.

WTC623: Grant applications

To receive an update on grants allocated by officers and review any grants for consideration by Full Council.

Date	Organisation	Where are they based	Purpose of grant	Grant awarded/financial assistance	When will it be used
14.04.23	Ware Football Club	Ware	Clubhouse Improvements	£ 1,000.00	May-23
14.04.23	Ware Boxing Club	Ware	Kit for the Members	£ 500.00	May-23
14.04.23	Ware District Guides	Ware	Coronation Event	£ 470.00	May-23
14.04.23	Ware Joggers	Ware	Ware Festival of Running	£ 882.00	Jul-23
14.04.23	Ware & District Photographic	Ware	Photo Exhibition	£ 250.00	Nov-23
28.04.23	East Herts Swift Group	Ware	Installation of swift boxes	£ 500.00	Apr-23
15.05.23	St Catherines School	Ware	Playground Equipment	£ 500.00	May-23
15.05.23	Future Living Hertford	Hertford	Sugarfoot Boxing - Coach	£ 1,000.00	2023/24
15.05.23	Ware Lions	Ware	Equipment for Club	£ 500.00	May-23
30.04.23	Ware Mens Shed	Ware	Annual Rent	£ 2,400.00	2023/24
			Total Spend Year To Date 2023/24	£ 5,602.00	
			Grant Pot 2023/24 £30k	£ 30,000.00	
			Remaining 2023/24	£ 24,398.00	
			Loneliness Budget 2023/24 £3k	£ 3,000.00	
			Loneliness Budget Spent 2023/24	£ 2,400.00	
			Loneliness Budget Remaining 2023/24	£ 600.00	

WTC624: The Annual Governance Statement as contained in Section 1 of the AGAR be approved (SH).

The Town Council is required to complete an Annual Governance & Accountability Return (AGAR).

The Annual Governance Statement as contained in Section 1 of the AGAR be approved, (each statement to be voted on individually)

WTC625: The Annual Governance Statement as contained in Section 2 of the AGAR be approved (SH).

The Annual Statements for the year ended 31 March 2023 as contained in section 2 of the AGAR to be reviewed and approved.

WTC626: Accounts for the year ended 31st March 2023 (SH)

To receive and note the Annual Accounts, including the Statement of Internal Controls and the Asset register.

WTC627: Internal Audit report 24th April 2023 (separate paper distributed) (SH)

To note the contents of the latest Internal Audit report and to approve the management actions. Further reviews by the Finance and Policy Committee.

WTC628 : New Showers Installation works at The Lido

Project objective: To upgrade the current shower system at the Lido.

Timescale: October to November avoiding school holiday, time on site approx. 4weeks .

Summary of works to be completed : To upgrade the hot water provision to showers in the Lido to ensure there is hot water available to all users throughout the day. Also, to increase the number of showers available where possible.

	Supplier A	Supplier B	Supplier C	Supplier D
	£	£	£	£
1	42,623.00	49,916.00	69,072.15	109,817.00
2	£ 46,439.00			

Recommendation is to appoint Supplier A to carry out works subject to satisfactory references.

Payment terms to be discussed prior to arranging start date.

WTC629: Skatepark perimeter project

Project objective: To replace the worn out areas around the skatepark with a robust safety surface.

Timescale: September to October avoiding school holiday, time on site approx. 4weeks .

Summary of works to be completed: Phase 1 remove approx. 150mm of soil, refill with MOT type 2 to provide base for Phase 2 wet pour installation.

Contractor	A	B	C	D
	£21100	£22889	£29870	
Total	£21100	£22889	£29870	

Recommendation: To appoint contractor A.

The wet pour contractor completed the works in the new Priory Park to a high standard. It is recommended that this contractor is retained for this phase of the works at a cost of £26267.

The total project cost is £47367.

The budget for the project is £40K, the balance to be taken from reserves.

WTC630: Asset transfer of the Priory Play Park

The play equipment is sited on land owned by The Priory Charity. The refurbishment works were paid for by WTC as part of the Management agreement. The recommendation is to formally transfer the play equipment from WTC to The Priory Charity at a value of £202,895.44

Resolved: To transfer the play equipment (asset value of £202,895.44) to The Priory Charity.

WTC631: The Priory Charity Management agreement

The Priory Management agreement commenced on 1st April 2020 and has been renewed annually until now.

Recommendation: To approve The Priory Management agreement for a period of ten years effective from 1st April 2023.

WTC632: Feedback from members of Ware Lido Project group (TP/TD)

WTC633: Feedback from members of Neighbourhood Plan Forum (Cllrs)

To receive feedback from Councillors on the forum.

WTC634: Feedback from members of external groups (Cllrs)

- Friend of Ware Priory (GH)
- Town Twinning (KTM)
- Southern Maltings (GW)
- Ware Frill Hall (AZ)
- Ware Museum (BB)
- Ware Society (GH/BB)
- Ware Charities (JTM)

WTC635: Reports from Committees – to receive and note the minutes of following committees:

Finance and Policy –

Community and Environment –

Human Resources –

WTC636: Agenda items for next meeting

WTC637: Mayor's Closing Remarks

To agree any items to be dealt with after the public, including the press have been excluded. (A resolution to be passed by Councillors)
--