



# Ware Town Council

## WARE TOWN COUNCIL MEETING

will meet on

**Monday 17<sup>th</sup> June 2024**

in The Council Chamber, The 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  
12<sup>th</sup> June 2024

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

**WTC773: To receive and accept Apologies for Absence**

**WTC774: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.**

**WTC775: Minutes from the previous meeting:** to receive and sign the minutes of the last Town Council meeting held on 20<sup>th</sup> May 2024

### **WTC776: Correspondence and Clerks report (TP)**

Councillor trip The New River Line: Saturday 14<sup>th</sup> September. Meet at Hertford East for 11.09 train, Ware pick up 11.13 at St Margarets for 11.17 to meet those from Hoddesdon and Broxbourne. Walk back to Ware station ( for those that would like to!) to see Mosaic. Refreshments in Stanstead Abbots prior to walk, with an opportunity for GA CRN and NRL to present if appropriate.

Residents Parking – Cllr Williams no longer progressing this issue with WTC

Library of Things update

Business Plan update Monday 15<sup>th</sup> July starting at 7.30pm.

### **WTC777: Presentation from the Mayors Charity Hertfordshire Inclusive Theatre (MB)**

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

### **WTC778: Grant applications (SH)**

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
15.04.24	Mens Shed	Ware	Mens Shed 24/25	£ 2,400.00
15.04.24	Book Festival	Ware	Book Festival	£ 1,000.00
15.04.24	Great Amwell Scout Group	Ware	Improvements to Facilities	£ 1,500.00
15.04.24	Hearts for Hearts	Ware	Heartstart Lifesaver Course	£ 450.00
15.04.24	St Marys Church	Ware	Church Lighting	£ 1,000.00
15.04.24	Ware 10s	Ware	First Aid provision - 07.07.24	£ 882.00
15.04.24	5th Ware Scouts	Ware	Contribution to Norway trip	£ 500.00
15.04.24	Ware & District Photographic Society	Ware	60th Anniversary Fundraiser	£ 300.00

15.04.24	Ware District Scout Council	Ware	St Georges Day Parade 21.04.24	£ 400.00
15.04.24	Ware Youth Football Club	Ware	Community Area refurb	£ 1,000.00
01.04.24	Ware Girl Guides	Ware	Contribution to trip	£ 500.00
01.04.24	Ware Town Partnership	Ware	Dickensian Evening	£ 3,400.00
01.04.24	Herts Cycle Hub CIC	Ware	Free Cycles for Ware Residents	£ 2,000.00
12.04.24	Flip Theatre	Ware	Larkspur Mindfulness	£ 500.00
30.04.24	All Sorts	Ware	Community Choir	£ 1,000.00
30.04.24	The Ware Society	Ware	Data Projector	£ 350.00
30.04.24	Herts Festival of Music	Ware	St Marys - 15.06.24 concert	£ 500.00
01.04.24	Ware Poets	Ware	08.11.24 - Poetry Day at SM	£ 500.00
15.05.24	Yarn Bombers	Ware	12 Post boxes - Yarn Bombers	£ 175.00
15.05.24	Community Alliance	Ware	Digital Champions	£ 400.00
31.05.24	Rotary Club	Ware	Strawberry Teas	£ 150.00
31.05.24	Pinewood School	Ware	Swimming Lessons	£ 1,000.00
14.06.24	Always Bee You	Ware	Choir Singing Tutor	£ 500.00
14.06.24	Ware Town Partnership	Ware	Music and Motors	£ 500.00
14.06.24	Calm Curator	Ware	Yoga & Litter Pick	£ 300.00
14.06.24	CHIP	Ware	CHIPS Playscheme	£ 2,000.00
14.06.24	Ware Musical Theatre	Ware	Beauty & the Beast	£ 1,000.00
			Total 2024/25	£ 21,807.00
			Grant Pot £38k	<b>£ 38,000.00</b>
			Remaining 2024/25	<b>£</b>

				<b>16,193.00</b>
			Loneliness Budget £5k	£ <b>5,000.00</b>
			Spent 2024/25	£ <b>2,400.00</b>
			Remaining 2024/25	£ <b>2,600.00</b>

East Herts District Council – Diversionary Activities application for £2,000.00

**WTC779: Southern Maltings grant request (TP)**

To review the grant request from Southern Maltings for £50K

**WTC780: Bowls Club Parking (TP)**

The Bowls Club have requested feedback from Ware Town Council on their aspirations to increase the number of parking spaces at the bowls club.

Ware Bowls Club lease the land from EHC on a 50 year agreement expiring 2045. They have right of access over the Priory Estate using the service road.

There are ongoing difficulties with car parking, the car park at the Bowls Club can only hold 6 parked cars. Car parking in the Priory Street / High Street area is troublesome and likely to get worse as this summer progresses and almost certainly into future years.

The ultimate long term solution for the bowling club is to have more car parking available in their grounds. Previous requests have not been supported by WTC and/or EHDC.

The current lease with EHDC is not straightforward e.g. it requires maintaining the 18 hole putting green as a community asset which the bowls club can still achieve even if they were to put down a number of car parking spaces.

**Recommendation:** To support the proposal in principle subject to more formal plans and anticipated traffic movement across the Priory Estate.

**WTC781: Events report (RM)**

To note the events report.

**WTC782: 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).

Ware Town Council, The Priory, High Street, Ware SG12 9AL.

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

**WTC783: The Annual Governance Statement as contained in Section 2 of the AGAR be approved (SH).**

The Annual Statements for the year ended 31 March 2024 as contained in section 2 of the AGAR to be reviewed and approved.

**WTC784: Confirmation of dates for the exercise of public rights to review the accounts for the year ended 31<sup>st</sup> March 2024 (SH)**

The notice will be published on 18<sup>th</sup> June 2024 on the website and noticeboard.

The dates for the exercise of public rights are confirmed as 19<sup>th</sup> June 2024 to 30<sup>th</sup> July 2024.

**WTC785: Accounts for the year ended 31<sup>st</sup> March 2024 (SH)**

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

**WTC786: Internal Audit report 3<sup>rd</sup> June 2024 (separate paper distributed) (SH)**

To note the contents of the latest Internal Audit report and External Audit and to approve the management actions.

**WTC787: Financial Report (SH 10mins)**

Finance reports to 31<sup>st</sup> May 2024

- Bank Reconciliation inc reserve, earmarked funds.
- Debtor's report
- Profit and Loss
- Departmental Profit and Loss showing total income and expenditure.

**WTC788: Ware Town Council Bank Reconciliations 01.05.24 – 31.05.24 (SH 2mins)**

**Recommendation:** to approve the above Bank Reconciliations.

**WTC789: Lido Phase 2 motions and decisions (TP)**

To review the report from the Town Clerk and agree the next steps

**WTC790: Lido Phase 2 confirmation of scheme to be submitted for planning approval (KH/TP)**

**Recommendation:** To approve the plan for submission for planning approval, to be managed by the Clerks Office.

**WTC791: School Consultation re Lido changing rooms (KTM/KH)**

To note the report from the Lido Manager re potential school swimming lessons.

To note the correspondence from HCC Childrens Services

**Motion from Cllr K Taylor Moran**

To initiate a consultation process with local schools to gather their feedback on the options for the changing rooms in the proposed refurbishment of Ware Lido.

**WTC792: CCTV drainage check at the Lido (KH)**

**Recommendation:** To suspend standing orders to allow a single quote to be reviewed on the basis of urgent works to provide information for planning application to meet deadline.

**Recommendation:** To approve the fees.

	<b>Supplier A</b>
<b>CCTV drainage check at the Lido</b>	<b>£450</b>

**WTC793: Borehole and groundworks investigation at the Lido (KH)**

**Recommendation:** To suspend standing orders to allow a single quote to be reviewed on the basis of urgent works to provide information for planning application to meet deadline.

**Recommendation:** To approve the fees.

	<b>Supplier A</b>
<b>Borehole and groundworks investigation at the Lido</b>	<b>£4170</b>

**WTC794: Lido Project Management fees (KH)**

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**Recommendation:** To suspend standing orders to allow a single quote to be reviewed on the basis of an ongoing working relationship with the project manager.

**Recommendation:** To approve the fees.

	<b>Supplier A</b>
<b>Project Management fees, preparation of documents for planning permission</b>	<b>£7000</b>

**WTC795: Feedback from members of Ware Lido Project group (KH/TP)**

**WTC796: Encouraging Councillor Diversity plan (KTM)**

To review the report and agree the next steps.

**WTC797: Feedback from members of external groups (Cllrs)**

- Friend of Ware Priory (GH)
- Town Twinning (KTM)
- Southern Maltings (GW)
- Ware Drill Hall (AZ)
- Ware Museum (BB)
- Ware Society (RM)
- Ware Charities (GW)
- Air Training Corps (TD)

**WTC798: Agenda items for next meeting**

Wellbeing / Fitness proposal (GH)

**WTC799: 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)
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**WTC800: Property Update (Commercial confidentiality)**

To receive a report from the Town Clerk on current property negotiations.