



# Ware

## Town Council

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### WARE TOWN COUNCIL ANNUAL MEETING

**Monday 13th May 2024**

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

Cllr Butcher (Chair) Day, Bryant, Hill, Mowbray, Scully, Shaw, J Taylor-Moran, K Taylor-Moran Williams, Zsibrita

Officer present: Terry Philpott Town Clerk

#### MINUTES

**WTC734: To elect a Town Mayor for the Civic Year 2024/25**

**Cllr Mowbray requested a recorded vote.**

**For** Cllrs Day, Bryant, Hill, Mowbray, Scully, Shaw, J Taylor-Moran, K Taylor-Moran Williams, Zsibrita

**Against:** Cllr Mowbray

Cllr Butcher was nominated and elected unopposed.

**WTC735: To receive the Declaration of Acceptance of Office by the Town Mayor**

Cllr Butcher signed the declaration of acceptance of office in the presence of the clerk.

**WTC736: To receive and accept Apologies for Absence**

- None received, all councillors present.

**WTC737: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.**

- None declared.

**WTC738: Expression of Thanks to the Retiring Town Mayor, Councillor Thomas Day**

Cllr Butcher expressed thanks to Cllr Day for the mayoral year, especially his support of the town centre and the work of Citizens Advice.

**WTC739: To receive a response from the Retiring Mayor, Cllr Thomas Day**

Cllr Day stated that it was an honour to represent the town of Ware, he thanked Cllr colleagues and the officer team at Ware Town Council for the help and support.

**WTC740: Presentation to Citizens Advice Mayors Charity 2023/24 (Cllr Thomas Day)**

Cllr Day presented a cheque for £6038, the money raise from various events during the mayoral year. Citizens Advice recorded their thank to Cllr Day and the WTC team for all their support.

**WTC741: To appoint a Deputy Town Mayor for the Civic Year 2024/25**

Cllr Hill was nominated and elected unopposed; he signed the declaration of acceptance of office in the presence of the clerk.

**WTC742: To note the appointment of a Leader and Deputy 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 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.*

**Confirmation has been received from the Green party that Cllr Day will be the leader with Cllr Butcher as Deputy Leader.**

**WTC743: Confirmation of Official Minority Party**

The requirement for recognition as the official minority party is for that party have at least two elected members, following the May 2023 election no other party has two elected members and therefore there is no official minority party.

**WTC744: Adoption of Code of Conduct (TP)**

**Resolved:** To readopt the Code of Code Conduct (previously circulated)

**WTC745: Adoption of Financial regulations (TP)**

Clerks note: New Financial Regulations are due to be published by NALC, the RFO will update and bring to the next council meeting for approval.

**WTC746: Adoption of Standing Orders (TP)**

**Resolved:** To re adopt the Standing Orders (previously circulated) with no amendments.

**WTC747: Adoption of Delegation Scheme (TP)**

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

Clerks note Finance Committee and Community and Environment Committee have been suspended for the 2024/25 year. Review in December 2024.

**WTC748: To appoint Councillors to Committees and Working Groups for the year 2024/25.**

HR Committee appointments confirmed .

<b>HR</b>
Mayor (Chair) Cllr Butcher
Cllrs Thomas Day
Cllr Kirsty Taylor Moran
Cllr Victoria Shaw
Cllr Richard Mowbray

**Working party representation confirmed.**

**Encouraging Councillor Diversity**

Cllr Mowbray, Hill, K Taylor-Moran, Zsibrita

**Lido Project Group**

Cllrs Day, J Taylor-Moran, K Taylor-Moran, Shaw, Zsibrita

**WTC749: Appointment of a Ware Festival Committee** - to nominate up to 5 Town Councillors to serve on this Committee with effect from September 2024.

**Committee members:** Cllr, Butcher, Hill, Scully, Williams, Zsbrita were nominated unopposed.

**WTC750: Appointment of Representatives to Outside Bodies** – the appointment of representatives to Outside Bodies was confirmed.

Organisation	No of representatives	Current representative
Friends of Ware Priory	1	Graeme Hill
Town Twinning	1	Kirsty Taylor Moran
Southern Maltings Community Group	1	Richard Mowbray
Ware Drill Hall	1	Andrew Zsibrita
Ware Museum	1	Barney Bryant
Ware Society	1	Richard Mowbray
Ware Charities	1	George Williams
Skillman Charity	1	Graeme Hill
Air Training Corps	1	Thomas Day

**WTC751: Meeting Schedule**

The meeting schedule previously distributed was noted.

**WTC752: Minutes from the previous meeting:** to approve (and sign later) the minutes of the last Town Council meeting held on 22<sup>nd</sup> April 2024.

**Resolved:** the minutes are an accurate record.

**WTC753: Correspondence and Clerks report**

Governance review, community consultation in July  
PSA testing, registration support required Cllr Day and Hill to attend.  
Magazines for library agreed to be stocked for a year.  
HAPTC executive committee, nominations should be sent to direct from interested Councillors.

**WTC754: Agenda items for next meeting**

**WTC755: Mayor’s Closing Remarks**

Cllr Butcher thanked those that supported him, stating that he was looking forward to the year ahead. He welcomed reps from Herts Inclusive Theatre, his charity for the coming year.

**With no further business the meeting closed at 8.10pm**

**Signed**

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**Dated**