



Ware Town Council

Ware Priory, High Street, Ware, SG12 9AL

www.waretowncouncil.gov.uk

01920 460316

WARE TOWN COUNCIL MEETING

Monday 22nd April 2024

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

Clr Butcher (Chair) Bryant, Hill, Mowbray, Scully, J Taylor-Moran, K Taylor-Moran, Zsibrita

Officer present: Terry Philpott Town Clerk

Members of the public: none

MINUTES

WTC736: To receive and accept Apologies for Absence

- Cllr Day, Shaw, Williams

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

- None declared

WTC738: Minutes from the previous meeting: to receive and sign the minutes of the last Town Council meeting held on 25th March 2024

Resolved: The minutes are an accurate record

WTC739: Correspondence and Clerks report (TP 5mins)

- Councillor Allowances report from the Independent Remuneration panel received and distributed. Formal consideration at May Full Council.
- Café / Toilet project update, Heritage England have declined any development on the sanctuary garden area (scheduled monument)
- Twinning update
- Christmas Lights

- Water Fill scheme, on boarding briefing with launch in June.
- Heads of Terms review, awaiting feedback from EHC.
- Allotment Competition Dates
 - First Round: Thursday 11th July – Judges MB, GH, BB.
- Second Round: Thursday 18th July – pm with Specialist Judge.

WTC740: Grant applications (TP 5mins)

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

Resolved: To support the Citizens Advice Bureau Grant Application for a maximum of £2600 for room hire at The Priory.

24/25 Allocation

| 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 |
| | | | Total 2024/25 | £ 15,782.00 |
| | | | Grant Pot £38k | £ 38,000.00 |
| | | | Remaining 2024/25 | £ 22,218.00 |
| | | | Loneliness Budget £5k | £ 5,000.00 |
| | | | Spent 2024/25 | £ 2,400.00 |
| | | | Remaining 2024/25 | £ 2,600.00 |

WTC741: Feedback from members of Ware Lido Project group (TP/TD 10mins)

Public consultation 9th May 2024, 4pm to 8pm (4pm BB, GH / 5pm KTM, DS /7pm AZ)

WTC742: Working group to encourage greater diversity of Councillors (KTM 2mins)

Resolved: To approve the terms of reference for the working group.

Project plan to be created with reporting timelines.

WTC743: Financial Report (TP 10mins)

Finance reports to 31st March 2024 were discussed and noted

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

WTC744: Ware Town Council Bank Reconciliations 01.01.24 – 31.03.24(TP 2mins)

Resolved: To approve the above Bank Reconciliations subject to minor adjustment for interest payment received.

WTC745: Audit Management Replies (TP 2mins)

The internal audit summary was noted, the report was missing from the meeting papers and will be reviewed at the next meeting.

WTC746: Lido Policies (TP 5mins)

Ware Lido has applied to be a lifeguard training centre, there is a requirement by the governing body for core policies to be in place including the following

- Appeals Policy
- Complaints Policy
- Equality and Diversity Policy
- Malpractice and Maladministration Policy
- NPLQ10 Enrolment form
- Onboarding declaration of compliance
- Special considerations and adjustment policy

Resolved: To approve the above policies

WTC731: Feedback from members of external groups (Cllrs 5mins)

- Ware Museum (BB) New brand and website to be launched, meeting next week.
- Ware Charities (TJP) successful round table event held, new strategy being worked on.

WTC732: Agenda items for next meeting

Communication plan for Christmas Lights report from SF

WTC733: Mayor's Closing Remarks

With no further business the meeting closed at 8.24pm

Signed

Dated