



# Ware Town Council

## WARE TOWN COUNCIL MEETING

will meet on

**Monday 24<sup>th</sup> February 2025**

in The Priory Hall, 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  
19<sup>th</sup> February 2025

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

**WTC965: To receive and accept Apologies for Absence**

**WTC966: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.**

**WTC967: Minutes from the previous meeting:** to receive and sign the minutes of the last Town Council meeting held on 27<sup>th</sup> January 2024

## WTC968: Correspondence and Clerks report (TP/5mins)

Lido Building refurbishment

Fletchers Lea Refurbishment

Priory Lift update

Priory Grounds toilet refurbishment

ATC visit January / February on Monday / Wednesday to view flight simulator.

CRP Railway 200 May 25th 2025 tbc

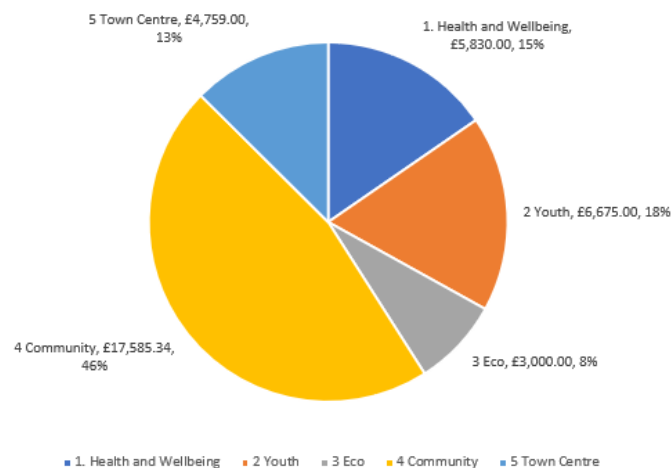
East Herts Local Cycling and Walking Infrastructure Plan - Stakeholder Workshop 26/02/25 16:00

Business Plan update 14<sup>th</sup> April

## WTC969: Grant applications (TP/2mins)

28.01.25	Ware Town Partnership	Ware	Defib for SM	£500.00	28.01.25
04.02.25	Creative Chefs	Ware	cookery classes for pre schoolers	£900.00	Mar-25
04.02.25	Hertford & Ware Sports Partnership	Ware	hire of Wodson Park	£500.00	Summer 2025
04.02.25	Ware Boxing Club	Ware	equipment	£450.00	Summer 2025
			Total 2024/25	£ 37,465.23	
			Grant Pot £38k	£ 37,465.23	
			Remaining 2024/25	£ 534.77	
			Loneliness Budget £5k	£ 5,000.00	
			Spent 2024/25	£ 5,000.00	
			Remaining 2024/25	£ -	

## WTC Grant distribution



**To review application from**

- Child Safety Media
- Generation Circus

**WTC970: Town Centre report (SF / 5mins)**

To note the Town Centre report

**WTC971: Communications report (SF/5mins)**

To note the Communications report

**WTC972: Priory Toilets cleaning contract (TP/5mins)**

	Supplier A	Supplier B	Supplier C	Supplier D	
Total Cost	£14,741	£12,000.00	£	£	£
Price (50)	40	50			
Quality (30)	25	28			
Reliability (10)	5	7			
Proximity (5)	4	2			
ECO (5)	4	4			
<b>Total (100)</b>	<b>78</b>	<b>91</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Recommendation:** To appoint contractor B subject to meeting with WTC Operations Team / Town Clerk

**WTC973: Priory and Fletchers Lea cleaning contract (TP/5mins)**

Contractor	A	B	C	
Total Cost	£28,356	£20,000.00	£21,750	£
Price (50)	35	50	47	
Quality (30)	25	28	28	
Reliability (10)	5	7	8	
Proximity (5)	4	2	2	
ECO (5)	4	4	3	
<b>Total (100)</b>	<b>73</b>	<b>91</b>	<b>88</b>	<b>0</b>

**Recommendation:** To appoint contractor B subject to meeting with WTC Operations Team / Town Clerk

**WTC974: Health and Safety contract (TP/5mins)**

Contractor	A	B (One year)	B (Two Year)	B (Three Year)
Annual Support	£3250			
Audit	£5250			
<b>Total</b>	<b>£8500</b>	<b>£11160</b>	<b>£7524</b>	<b>£6060</b>

Contractor	C	D		
Annual Support				
Audit				
<b>Total</b>	<b>£2640</b>	<b>£3699</b>		

**Recommendation:** To appoint contractor D on the basis of a more comprehensive suite of options, to be reviewed Spring 2026.

**WTC975: Legionella contract (TP/5mins)**

Contractor	A	B	C	
<b>Total</b>	<b>£6168</b>	<b>£5485</b>	<b>£3770</b>	

**Recommendation:** To appoint contractor C for a one-year contract, to be reviewed Spring 2026.

### **WTC976: Financial Report (TP 5mins)**

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

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

### **WTC977: Ware Town Council Bank Reconciliations 31.01.25 (TP 2mins).**

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

### **WTC978: 106 Contributions (TD/TP 2mins)**

### **WTC979: Proposal to move banking facilities from Nat West (JTM/5mins)**

No report received for this proposal. Recommend to manage this issue following the appointment of the RFO.

### **WTC980: Feedback from members of external groups (Cllrs / 5mins)**

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

### **WTC981: Feedback from working groups (Cllrs/10mins)**

- Councillor Diversity (KTM)
- Lido Working Group (TD)
- Biodiversity and Access to nature working group (GW)
- Town Centre improvements (Christmas Lights / Trees in Amwell End)

**WTC982: Youth Environment Council Proposal (GW/5mins)**

To review the proposal

“Biodiversity Group recommends Ware Town Council establishes a Youth environment council consisting of year 4/5 pupils from primary schools across Ware.

**WTC983: Council roles for 2025/26 (TP/TD 10mins)**

- To note the nomination of Mayor designate for the 2025/26 Council year.
- To receive expressions of interest for the Trustee position with Skillman Charities
- To consider the membership of the HR Committee
- To consider the membership of the Ware Priory Trading / Lido Trading working group

**WTC984: Supporting a campaign for child free smart phone (KTM/5mins)**

It is recommended that Ware Town Council writes to the primary and secondary school settings listed in the report, using the attached templates, to encourage them to commit to the movement for smartphone free childhoods. Ware Town Council will include the parent pact leaflet, or appropriate summary of the information contained within it, in WTC comms to spread awareness of the campaign: [https://drive.google.com/file/d/1gyElpmNe-uqyu6Zz\\_RBykFRS-RNKh-Ee/view](https://drive.google.com/file/d/1gyElpmNe-uqyu6Zz_RBykFRS-RNKh-Ee/view)

**WTC985: Post Wood and Presdales Consultation (TP/5mins)**

To consider the Councils response to the consultation.

**WTC986: Agenda items for next meeting (MB/1mins)**

**WTC987: Mayor’s Closing Remarks (MB/1mins)**

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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**WTC988: Bedding Plant Proposal from East Herts Council (TP/5mins)**

To review the proposal and agree the next steps.

**WTC989: RFO Appointment (TD/5mins)**

To confirm the appointment of a temporary RFO