



Ware

Town Council

WARE TOWN COUNCIL MEETING

Monday 27th January 2025

in The Priory Hall, The Priory, Ware, starting at 7.30pm

MINUTES

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

Officer present: Terry Philpott Town Clerk, Heidi Pateman.

Members of the public:

WTC938: To receive and accept Apologies for Absence

- None received

WTC939: To receive any Declarations of Interest and review any requests for Dispensation submitted to the Clerk.

WTC964: Cllr Butcher, Mowbray, Scully, Shaw.

WTC940: Minutes from the previous meeting: to receive and sign the minutes of the last Town Council meeting held on 13th January 2024

Resolved: The minutes are an accurate record

WTC941: Fairtrade (TP/15mins)

Presentation from Tony Dodds Fairtrade highlighting the key points of the organisation, and in particular the Ware Organisation set up in 2006.

WTC942: Tudor Square (TP/10mins)

To consider the views of WTC in relation to the proposed changes to Tudor Square.

Hertfordshire County Council (HCC) is proposing the introduction of Police parking bays in Tudor Square, as outlined in the attached plans.

At the same time, a Restricted Parking Zone and a Pedestrian and Cycle Zone will replace the existing Pedestrian Zone. The existing rising bollard will be decommissioned.

Signage will be rationalised to match the proposed restrictions and to declutter.

Should the scheme progress to formal public consultation, a planning application will be submitted to accompany the scheme, and both would need to be concluded successfully for the scheme to progress.

HCC invites you to provide comment on the proposal, which you may do via email response to Ross Corben Ross.Corben@hertfordshire.gov.uk by Friday 31 January 2025. Resident and business owners in the affected area will also be consulted via letter.

Resolved: To support the proposed amendments

Concerns about pedestrian safety
Availability of space for events
Encourage others to park in Tudor Square

WTC943: 20MPH Consultation (TP/10mins)

To consider the 20mph proposals and the councils response.

Last autumn HCC consulted on a proposal to introduce a 20mph zone in Ware. This proposal involved reducing the permitted speed to 20mph in 95 streets including the High Street. Given the lack of overall support for the proposal and mixed response from residents affected, a decision was taken to not proceed with the scheme. Since then, HCC have been working closely with local councillors to identify smaller areas to be considered for 20mph, focusing on roads around schools and town centre roads with high footfall.

As a result, HCC are now developing a revised proposal focused around the High Street of Ware. This would link up the existing restriction on Baldock Street and High Street with those at Bowling Road,

The Close, Church Street, Collett Road and The Bourne to create a more coherent 20mph zone. A drawing of the proposed 20mph zone is attached to this email.

The existing 20mph signing on the High Street was introduced as part of a package of emergency social distancing measures as part of our response to the Covid 19 pandemic. Following the resumption of normalities, most of the social distancing measures were removed, however, the 20mph signs were left in place. The current 20mph signs on Baldock Street and High Street have remained in place far longer than anticipated and unfortunately the associated temporary traffic regulation order has expired. Their continued presence is confusing to road users and is creating enforcement difficulties for local police officers. To address these issues, it will be necessary to take down the existing signage and then advertise a new traffic regulation order to reintroduce 20mph.

Resolved: To support the proposal

Would like to see Star Street to Plaxton Way and Watton Road added to the scheme.

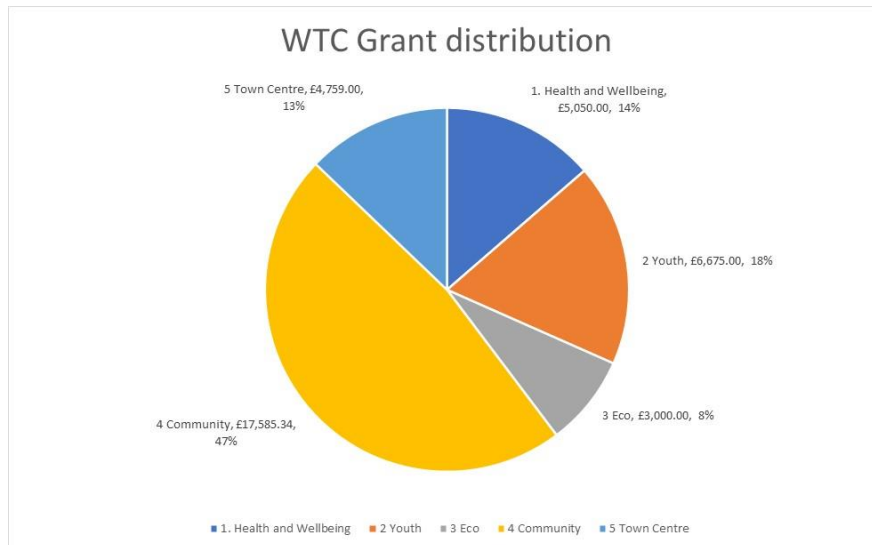
WTC944: Correspondence and Clerks report (TP/5mins)

- Lido Building refurbishment
- Fletchers Lea Refurbishment
- Priory Lift update
- Priory Grounds toilet refurbishment, opening event to be planned.
- ATC visit January / February on Monday / Wednesday to view flight simulator.
- CRP Railway 200 May 25th 2025 tbc
- Planning Decision Peregrine House
- Standards Committee consultation
- Hedge cutting at St Marys

WTC945: Grant applications (SH/2mins)

The grant applications to date were noted.

31.12.24	Great Amwell Scout Group	Ware	Replacement Fencing	£	1,500.00	24/25
09.01.25	Active in the Community	Ware	classes for older people		£780.00	24/25
14.01.25	Ware Lions FC	Ware	new netting		£765.89	24/15
			Total 2024/25	£	34,349.34	
			Grant Pot £38k	£	38,000.00	
			Remaining 2024/25	£	3,650.66	
			Loneliness Budget £5k	£	5,000.00	
			Spent 2024/25	£	5,000.00	
			Remaining 2024/25	£	-	



WTC946: Cemetery and Allotment report (TP/DM 5mins)

The Cemetery and Allotment report was noted

WTC947: Eco and Biodiversity report (HP/15mins)

The Eco and Biodiversity report was discussed and noted

Library of Things

- Despite exchanging contracts to host the lockers, unfortunately Asda pulled out just before Christmas. The store and regional managers are still supportive but we have so far been unable to speak with anyone higher up the chain to challenge this decision.
- The scheme was presented to the Board of Trustees at Wodson Park at their 20th January meeting and it was confirmed afterwards that the Board voted in favour of hosting the lockers. They are meeting again on 28th April and want to review details regarding locker dimensions, locker design, tool list and insurance before a contract is signed, however Jan reported that this was essentially a formality. HP will start redesigning the lockers and prepare the necessary information.
- Whilst this will delay the intended launch until the summer it will give us more time to grow our mailing list for the scheme.

Library of Things Workshop (Toilet Block)

- Work is underway and due to be completed in February 2025.
- Installation of the internet connection has been delayed due to issues with BT however this now seems to be progressing.

City to Sea Refill

The final quarterly report has been received which shows:

- Ware has 13 businesses signed up. We will push again in early summer.
- App users have reduced from 28 to 9 which may be due to the colder weather.
- Between Ware and Hertford, assuming all Refill stations are used once a week, there has been a small saving over the year of 2236 plastic bottles, 28kg weight of plastic and 128 kg CO2e.

HP and Steve Catterall at Hertford are of the opinion that the service provided by City to Sea has been limited. We are not of a mind to renew in April unless Councillors feel otherwise. Whilst we cannot then use the App, we can still encourage businesses to provide water refills and it has served the purpose of creating a good relationship with HTC. HP is meeting the new Sustainability Officer from Hertford shortly to discuss other potential collaborations.

Single Use Plastic in WTC Operations

- An on-site area has been identified for a composting facility for plant based products, Bindweed is being cleared and it is proposed to construct the base before the spring.
- We will then trial home composting Vegware products. A collection service has been found but costs are a little high for small volumes.

Grants

The following grants have been received:

Works	Grant Received	Additional Cost	Progress
Priory Schematic to enable accurate efficiencies & maintenance	£3000	£4000 24/25 Budget	Underway Due to complete February 2025
EV Chargers	£1431.19	Monthly Maintenance	Completed
Fletchers Lea Air Source Heat Pump (supply & fit)	£3000	£12,500 24/25 Refurb Budget	Underway
Priory Air Curtain	£1000	£518.42 24/25 Budget	Due to start February 2025
Priory Digital TRVs	£3000	£7388 24/25 Budget	Completed
Thermal Imaging Cameras	£1500	None	1 camera purchased. Second ordered.
Walking to School Play	£3000	£3000 24/25 Budget	Booked w/c 24 th February 2025 7 schools attending
Biodiversity Day	£1500	None	Booked 1 st March 2025. Preparations underway

The following grants are in progress:

Works	Grant Agreed Due Feb 25	Additional Cost	Progress
Fletchers Lea Air Source Heat Pump Technical Design	£2400	None	Design completed
Fletchers Lea Taps	£2449 max	None	To be installed February 2025

ESG & Carbon

- ESG: New legislation is expected this spring which may set specific requirements for ESG reporting therefore we have delayed onboarding with Green Business Benchmark. Works to improve our ESG performance are still ongoing in the meantime.
- We have identified a more accurate carbon reporting software which we will look to onboard with in February 2025 and use for the 24/25 period. Carbon efficiencies for the 23/24 period will be reported using the usual Carbon Report.
- Contracts have been signed with British Gas for a 100% certified renewable gas and electric supply which will in theory provide zero carbon Scope 1 and 2 energy for the Council buildings and operations.
- The 50kWp solar PV array being installed on the Lido together with the 20kWp array approved for Fletchers Lea will in practice reduce Scope 1 and 2 emissions hugely for these buildings.

Carbon Offsetting

- The draft questions and prerequisites for the carbon offsetting grant (total £11,000) are currently being put together. These will go on our website in February for applications.

Lido Solar PV

- An application is being made for the new import and export meters so that UK Power Networks can install the increased supply needed for the refurbished building. This is required by mid April to enable refurbishment works to keep on track.

Biodiversity Day 1st March 2025, Cllr support from Cllr Hill, Williams, Bryant

WTC948: Financial Report (SH/TP 5mins)

Finance reports to 31st December 2024

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

The report was delayed, a further update will be provided at the February Full Council.

WTC949: Ware Town Council Bank Reconciliations 31.12.24 (SH/TP 2mins)

The bank reconciliation could not be approved as insufficient councillors had reviewed the documents, the items was deferred to the February meeting.

WTC950: Management Accounts update (SH/TP 10mins)

To receive feedback from Councillors re additional information or changes to the presentation / information of the monthly management accounts.

Resolved: There were no changes requested by Councillors

WTC951: Allotment Allocation Policy (DM/2mins)

Resolved: To adopt the policy with minor amendments

WTC952: Business Continuity Plan (SH/2mins)

Resolved: To adopt the policy no amendments

WTC953: Co-option Procedure (TP/2mins)

Resolved: To adopt the policy no amendments

WTC954: Pensions Discretion Policy (SH/2mins)

Resolved: To adopt the policy no amendments

WTC955: Protocol for the Death of a Senior Person of State (TP/2mins)

Resolved: To adopt the policy with minor amendments

WTC956: Flag Flying / Building Lighting Policy (SF/2mins)

Resolved: To adopt the policy with amendments

For: Cllr Butcher (Chair) Bryant, Day, Hill, Mowbray, Scully, Shaw, Williams, Zsibrita

Against: J Taylor-Moran, K Taylor-Moran

Flying the Flag of the Council of Europe on 5th May each year

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

Against: J Taylor-Moran, Williams.

Flying the Flag of the Ware as the default flag replacing the Union Flag

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

Abstain: Cllr Bryant, Hill

WTC957: Sports Development Plan (TP/2mins)

Resolved: To adopt the policy with minor amendments to include consulting with The Inclusion project, Carers in Hertfordshire, Herts Parent Carer Involvement, Local DSPL consortium of Headteachers, Hertfordshire County Council Strategic co Production board.

WTC958: 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)

WTC959: 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)

WTC960: Town Centre infrastructure projects (Xmas Lights / Trees in Amwell End) (TD/3mins)

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

WTC961: Agenda items for next meeting (MB/1mins)

- Supporting a campaign for child free smart phones
- Proposal to move banking facilities from Nat West

WTC962: Mayor's Closing Remarks (MB/1mins)

Resolved: WTC963 and WTC964 to be discussed after the exclusion of the press and public.

WTC963: Annual Bedding Plant agreement with East Herts Council (TP/10mins)

This item was deferred to the February Full Council as additional information on locations is required from East Herts Council.

WTC964: Property update (TP/15mins)

Resolved: To acquire the Lease at a cost of £250K effective 1st April 2025 (or as soon as possible afterwards)

For: Cllr Bryant, Day, Hill, Williams, Zsibrita

Against: J Taylor-Moran, K Taylor-Moran

Resolved: To accept the HOTs on the property issued by EHC

For: Cllr Bryant, Day, Hill, Williams, Zsibrita

Against: J Taylor-Moran, K Taylor-Moran

Resolved: To finalise the HOTs with the current leaseholder with rental income of

Year

1 18000

2 18000

3 33500

4 33500

5 33500

6 33500

7 40000

8 40000

Total 250000

For: Cllr Bryant, Day, Hill, Williams, Zsibrita

Against: J Taylor-Moran, K Taylor-Moran

Signed

Dated