



# WELLINGTON TOWN COUNCIL

**Notes of a meeting of the Wellington Town Centre Working Group held at 5.30pm on Tuesday 26<sup>th</sup> March in the Council Chamber, 28 Fore Street, Wellington.**

**Present:** Councillors Lithgow, and Shepherd  
Richard Coupe, Keith Wheatley, Adrian Hooper, Rowen Wilde

Kathryn Hemensley– Town Clerk  
Gill Croucher – Town Clerk’s Assistant

## **1. Apologies:** Councillors Barr and James, Pete Watts

The meeting was notified that Pete had advised he would be stepping down from his role on this group as other commitments were taking up his available free time. He had kindly offered to seek another representative from the Wellington Business Association to join the group, and this offer would be taken up.

## **2. Film Festival (FF)**

- Rowen, as the Film festival co-ordinator was welcomed to the meeting
- Mark, Keith and Rowen had met recently to discuss dates
- Proposed dates for use of Merlin Cinema had been firmed up as Friday and Saturday 1<sup>st</sup>/2<sup>nd</sup> May 2020. These dates were not known to clash with anything else around the town (Wellington Park Spring Fayre likely to be Sunday 3<sup>rd</sup> May 2020)
- With dates now proposed, other venues can be contacted to host events
- Aspiration is to make this a biennial event.
- Advertising within publicity media will mitigate costs
- Final go-ahead will need formal resolution by the council at an appropriate stage
- Additional voluntary support will be needed nearer the time.

## **3. Pop-up Shop**

A revised lease would be requested from Perrys to incorporate the 3 revisions now agreed regarding length and break-clause, full repairing clause, and permission to sub-let. A new Co-ordinator was needed and there were several individuals proposed, however it was noted that the signatory for the lease, and subsequent licence agreements needs to be a Councillor (or staff member if appropriate in future).

It was noted that the user agreement needed a few tweaks, and that there were still a fair few tasks requiring completion before the group was ready to manage the pop-up-shop. It was agreed that having a working group to tackle these issues, and manage the shop in future was preferable, and this would need to be considered when the new council was elected.

These **actions** were agreed:-

Clerk to contact Perrys to ask for the amended lease and advise that the council would most likely be ready to take up a lease from 1<sup>st</sup> September.

**Cllr Shepherd** to have a look at drawing up a user agreement/licence

**Richard** would have a look at drawing up a user handbook.

**Clerk** to ask SHAPE legal services for a ball-park quote for legally reviewing the lease and user agreement.

#### **4. House of Somerset (HOS)**

A quick background to the HOS was given and it was noted that they have been put in touch with the Wellington Business Association. Further contact was expected from the group once the planning application was nearing submission.

#### **5. Town Centre Signage**

Costs would appear to be in the region of £1,000 - £1,500 per sign. There was mixed feeling about the value of having finger posts. A value-for-money alternative might be to have a large orientation map printed up and displayed on the north side of the community notice board. This could be looked at by the new council.

#### **6. Any Other Business**

##### **(a) Cornhill**

Cllr Lithgow updated the meeting on recent discussions and actions agreed to try and address the cigarette-end and pigeon-droppings issues which degrade the appearance of this area.

##### **(b) Passageway between Co-op and HSBC Bank**

Adrian explained that he had been in contact with a local person regarding improving the lighting and appearance of this walkway, hopefully with some artwork.

#### **7. Date of next meeting**

**Next meeting will take place at 5.30pm on Tuesday 30 April 2019 at the Council office.**

The meeting ended 7.05 pm

**Members:** Councillors Shepherd (Chair), Lithgow, Russell-Cairns, Barr and the Mayor (Councillor James)

Richard Coupe, Sharon Davis, Emma Ransom-Bellamy, Peter Watts, Keith Wheatley, Adrian Hooper.