



## WELLINGTON TOWN COUNCIL

28 Fore Street, Wellington, Somerset TA21 8AQ

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### COUNCIL MEETING

You are summoned to attend a meeting of Wellington Town Council to be held remotely by ZOOM meeting on **Monday 11<sup>th</sup> January 2021** at 7.00 pm.

*Members of the public are cordially invited to join this meeting.*

Due to Coronavirus (Covid-19) measures Wellington Town Council is conducting its meetings remotely until further notice using 'ZOOM' technology. Members of the press and public are welcome to join this meeting using these details:

Join Zoom Meeting

<https://us02web.zoom.us/j/84940400799?pwd=dnM5V2xmdEtNU3dqK21RbDRORVoxUT09>

Meeting ID: 849 4040 0799

Passcode: 807793

Members of the public who wish to have the opportunity to address the council will need to advise the Clerk in writing by no later than 12 noon on Thursday 7<sup>th</sup> January 2021.

David Farrow

Town Clerk

07983 697740

[dave@wellingtontowncouncil.co.uk](mailto:dave@wellingtontowncouncil.co.uk)

4 January 2021

**1. TO OFFER WELCOME AND INTRODUCTIONS**

**2. TO NOTE AND AGREE APOLOGIES FOR THE MEETING**

**3. DECLARATIONS OF INTEREST**

To receive declarations of personal or prejudicial interests, in accordance with the Code of Conduct. Standing declarations made by Councillors are set out at the end of the agenda.

**4. MINUTES**

To approve and formally adopt the minutes of the Planning and full Council meetings on 7 December (copies attached).

**5. TO RECEIVE A REPORT FROM THE MAYOR**

**6. TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**

A report has been requested by the Chairman or Clerk for verbal presentation to the meeting.

**7. TO RECEIVE AN UPDATE ON THE WELLINGTON MONUMENT RESTORATION PROJECT INCLUDING THE POSSIBLE RELOACTION OF THE PYRAMIDION STONES**

Emma Jones, National Trust will make a verbal presentation.

**8. TO RECEIVE THE CLERK'S REPORT ON RECENT COUNCIL ACTIVITIES**

The report is attached to the agenda.

**9. GRANT APPLICATIONS**

The Finance committee will make a recommendation on the following Grant applications;

**(a) Rockwell Green War Memorial Institute Club**

The Club is applying for a grant of £5,000 for a kitchen refurbishment project. The application and supporting papers were circulated by e-mail in December 2020. Since submitting the documents, the Club have also applied to the Community Chest fund at SWT.

**(b) Wellington Cricket Club**

The Club is applying for a grant of £603 for a series of youth coaching sessions. The application has been circulated to Councillors by e-mail.

**(c) St John the Baptist**

The Organisation is applying for a grant of £3,000 to contribute towards the cost of a permanent electrical installation to support their Angels of Hope project. The application has been circulated to Councillors by e-mail.

**10. IN LIEU OF PUBLIC SPEAKING TO RECEIVE ANY REPRESENTATIONS FROM MEMBERS OF THE PUBLIC**

In the absence of an in-person meeting, the usual public speaking session has temporarily been replaced with the presentation of any written submissions received from members of the public.

**11. CORRESPONDENCE**

No correspondence has been received

## **12. TO REVIEW ELECTRONIC DECISIONS MADE BY COUNCILLORS**

At its emergency Coronavirus meeting on 19<sup>th</sup> March 2020, the Council made several proposals, subsequently approved by full Council. This included electronic voting for decisions about the Council's affairs. A summary report of electronic Council decisions since the Council meeting of 7<sup>th</sup> December is attached. Full details of all electronic voting are available on the Council's website.

## **13. COUNCIL ACCOUNTS**

**(a) To note and approve the November bank reconciliation (attached)**

## **14. TO CONSIDER SECTION 106 and CIL MONIES AVAILABLE FOR BIDS**

At the December meeting of the Council, Councillors received reports setting out the amounts of Section 106 and CIL funding available to the Council. Councillors were asked to consider how the funding could be used for discussion at this meeting. The current balances of Section 106 funding available and as reported at the last meeting are attached.

The current CIL funding is as follows and has to be spent within 5 years of receipt

April 2018	£ 1,608.75
October 2018	£ 4,296.06
April 2019	£ 4,023.19
October 2019	£10,381.90
April 2020	£ 2,335.51
October 2020	£16,253.08
<b>TOTAL</b>	<b>£38,898.49</b>

## **15. DERELICT TOWN CENTRE BUILDINGS:**

To discuss concerns about empty buildings in and around Wellington town centre which are decaying in condition and causing concerns of public safety and/or visual amenity, including E.J. Teare, 3 South Street, and 27 North Street.

## **16. TO REVIEW COUNCIL OPERATIONS WITHIN THE CONTEXT OF CORONAVIRUS-RELATED WORKING ARRANGEMENTS**

*This is a standing agenda item to enable decisions about arrangements for Council Committee and Working Group meetings, and to agree any working arrangements*

The following meeting dates have been agreed by their Committees/groups;

- Environment & Open Spaces – 19<sup>th</sup> January 2021 – 6pm
- Town Centre Committee – 20<sup>th</sup> January 2021 – 10.30am
- Staffing & Resources – 27<sup>th</sup> January 2021 – 2.00pm
- Wellington Network Partnership – 10<sup>th</sup> February 2021 - 6.30pm
- Allotment Committee – 15 February 2021 – 6.00pm

## **17. COVID 19 – IMPLICATIONS OF NATIONAL LOCKDOWN**

Given the Government Announcement of the National Lockdown on the 4 January 2021 to consider what action the Town Council needs to take to ensure the most vulnerable in our community get the support they need.

## **18. DATE OF NEXT MEETING – 1 FEBRUARY 2021**

**DECLARATIONS OF INTEREST**

**Members of Somerset County Council:**

Councillor Andrew Govier

Councillor James Hunt

Councillor John Thorne

**Members of Somerset West and Taunton Council:**

Councillor Janet Lloyd

Councillor Andrew Govier

Councillor Mark Lithgow

Councillor Ross Henley

Councillor Vivienne Stock-Williams

Councillor Marcus Barr

Councillor Chris Booth

**AGENDA ITEM NO.**  
4

**MINUTES OF THE PLANNING MEETING OF WELLINGTON TOWN COUNCIL  
HELD ONLINE VIA ZOOM ON MONDAY 7<sup>TH</sup> DECEMBER 2020 AT 6.15PM**

**PRESENT:** Councillors J Lloyd (Chair), D Bradley, M Lithgow, M McGuffie, S Pringle-Kosikowsky, V Stock-Williams, J Thorne, A. Govier, J. Hunt

Dave Farrow (Town Clerk)  
Annette Kirk (Deputy Clerk)  
Alice Kendall (Assistant Clerk)

One member of the public and two members of the press were in attendance.

**130. APOLOGIES**

Apologies were received and accepted from Councillors Booth and N Powell-Brace.

**131. DECLARATIONS OF INTEREST**

Councillor Govier declared a personal interest with Agenda no. 4G: case ref 43/20/0128/LB and Agenda no.4H: case ref 43/20/0127

Councillor Lloyd declared an interest on behalf of all the councillors, with Agenda no. 4I: case ref 43/20/0114 as the applicant had sent a lobbying email

Councillor Stock-Williams declared an interest on Agenda no. 4J: case ref 43/20/0131/T – She is a Governor of Wellington School

Councillor Pringle-Kosikowsky declared an interest with Agenda no. 4A: case ref 43/20/0119 and no. 4B case ref 43/20/0120/A – the applicant is an acquaintance

Councillor Lithgow declared an interest as a member of Somerset West and Taunton Council’s Planning Committee and therefore reserved the right to vote differently at SWT’s Planning Committee meeting as different facts could be placed before him.

Councillors Lloyd and Stock-Williams declared an interest as substitute members for SWT’s Planning Committee, reserving the right to vote differently if attending SWT’s Planning Committee meeting should different facts be placed before them.

**132. PUBLIC PARTICIPATION**

It was reported that no representations had been received.

**133. TO CONSIDER WHAT COMMENTS TO MAKE ON THE FOLLOWING APPLICATIONS THAT WILL BE DETERMINED BY SOMERSET WEST AND TAUNTON COUNCIL OR SOMERSET COUNTY COUNCIL:**

a) **Case Ref: 43/20/0119** Proposal: Change of use from Class A1 to Class A4 at 13 High Street, Wellington

b) **Case Ref: 43/20/0120/A** Proposal: Display of 1 No. externally illuminated fascia sign and 1 No. externally illuminated projecting sign at 13 High Street, Wellington

**Items a) and b) RECOMMENDED** to support change of use and approval of the new signage. However, Councillors would like to raise a concern over the late opening 2am closing time, they feel this is too late

c) **Case Ref: 43/20/0122/T** Proposal: Notification to fell one Willow tree within Wellington Conservation Area at 60 High Street, Wellington

**RECOMMENDED** to support approval subject to the Tree Officer's recommendations. The council request a new tree sapling is planted. The council will accept a tree sapling donation.

d) **Case Ref: 43/20/0105** Proposal: Formation of vehicular access with formation of off road parking to the front of 28 Stoneleigh, Tonedale, Wellington

**RECOMMENDED** that this application be refused on the following grounds;

- Will have a significant impact on the character of the street with loss of existing wall.
- Dropped kerb seen to be a pedestrian hazard
- Concerns over pulling out on to a dangerous stretch of road between parked vehicles
- Concerns over the parking space hardsurface/tarmac – rain run off, no drainage explanation available.
- The drawings provided by the applicant did not match the plans provided by the architect. As a result, the information provided to support the application was unreliable, contradictory, and confusing.

At this juncture, Councillor Hunt joined at the meeting.

e) **Case Ref: 43/20/0123** Proposal: Erection of conservatory to the rear of 8 Clifford Mews, Wellington (retention of works already undertaken)

**RECOMMENDED** to support approval subject to any Planning Officer recommendations.

f) **Case Ref: 46/20/0016** Proposal: Development of site with the erection of a visitor centre, pannier hall, artisan workshops and beacon for the House of Somerset with associated access improvements, parking and drainage infrastructure on land adjoining Foxmoor Business Park, Chelston, Wellington (amended plans)

**RECOMMENDED** to support approval noting comments previously submitted following its October 2020 meeting and subject to any Planning Officer recommendations.

g) **Case Ref: 43/20/0128/LB** Proposal: Change of use of ground floor from Class A2 to Class F1 (learning institution) with erection of a first floor extension and various alterations and maintenance at 12 Fore Street, Wellington

h) **Case Ref: 43/20/0127** Proposal: Change of use of ground floor from Class A2 to Class F1 (learning institution) with erection of a first floor extension and various alterations and maintenance at 12 Fore Street, Wellington

**Items g) and h): RECOMMENDED** to support approval subject to any Planning Officer recommendations.

i) **Case Ref: 43/20/0114** Proposal: Application for Outline Planning with all matters reserved for the replacement of store with the erection of 2 No. dwellings at Lower Westford, Wellington

**RECOMMENDED** to support approval subject to any Planning Officer recommendations. Councillors did raise the following concerns:

- Over development of area – one single storey dwelling would be more suitable
- No current right of access on to the highway.

j) **Case Ref: 43/20/0131/T** Proposal: Application to pollard one Lime tree included in Taunton Deane Borough (Wellington No.1) Tree Preservation Order 1981 at Wellington School, adjacent to 9 Corner Close, Wellington (TD206)

**RECOMMENDED** to support approval subject to the Tree Officer's recommendations.

The meeting ended at 7.06pm

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Councillor Janet Lloyd  
Mayor

**WELLINGTON TOWN COUNCIL MINUTES 7<sup>TH</sup> DECEMBER 2020**

**MINUTES OF THE MEETING OF WELLINGTON TOWN COUNCIL HELD ONLINE VIA ZOOM ON MONDAY 7<sup>TH</sup> DECEMBER 2020 AT 7.00 PM**

**PRESENT:** Councillor J Lloyd (Mayor),  
Councillors M Barr, C Booth, D Bradley, A Govier, J Hunt, M Lithgow, M McGuffie, N Powell-Brace, S Pringle-Kosikowsky, V Stock-Williams, J Thorne

David Farrow (Town Clerk), Annette Kirk (Deputy Clerk), Alice Kendall (Assistant Clerk)

1 member of the public and 3 members of the press

Sergeant Daniel Bishop and Richard Kelley, St John's Church

**134 WELCOME AND INTRODUCTIONS**

The Mayor opened the meeting and welcomed the new Town Clerk to his first Council meeting in post.

**135 APOLOGIES**

Apologies had been received from Councillor W Battishill.

**136 DECLARATIONS OF INTEREST**

Councillors Govier, Lithgow, Lloyd, and Stock-Williams declared personal interests as members of Somerset West and Taunton Council.

Councillors Thorne, Govier and Hunt declared personal interests as members of Somerset County Council.

Councillor Lloyd declared a personal interest relating to payments to MTMIT (item 13b), being a former customer of MTMIT, the Council's IT consultant.

Councillor Thorne declared a personal interest relating to payments to MTMIT (item 13b), being a customer and personal friend of MTMIT, the Council's IT consultant.

**137 MINUTES**

**RESOLVED** approve and formally adopt the minutes of the Planning and Full Council meetings held on 2<sup>nd</sup> November after making an addition to minute 104 (b) of the Planning minutes; 'to allow an assessment of the impact of the business on the residential area'

**138 MAYOR'S REPORT**

The Mayor read a report which is attached to the minutes. She wished all a very merry Christmas and a better new year in 2021.



## WELLINGTON TOWN COUNCIL MINUTES 7<sup>TH</sup> DECEMBER 2020

### 139 POLICE REPORT

Sergeant Dan Bishop presented his Police report for the previous month which had been circulated in advance of the meeting and is attached to the minutes. Councillor Thorne raised a concern in the amount of violence against the person related crimes (21). Sgt Bishop explained that offences in this category range from very minor altercations to serious assaults. He is not aware of any serious assaults being recorded.

Councillors asked questions about the increasing amounts of graffiti in the town. Sgt Bishop reported that this was identified by Officers on patrol and they have raised an investigation. Social media posts were made to raise awareness and appeal for information. He will be working with other agencies to try and identify the recurring tag.

The Mayor wished Sgt Bishop and his team a happy and safe Christmas and New Year and an enjoyable festive season when they are not on duty.

### 140 CLERK'S REPORT

The report prepared by the Acting Clerk had been previously circulated to Councillors and it was so noted. In relation to a new telephone system for the office it was noted that since the report had been circulated the Clerks had received information from the Council's IT Consultant on three different systems and that a report with a final recommendation will be provided to the next meeting of the Staffing and Resources Committee.

### 141 GRANT APPLICATIONS

There had been no applications since the last Council meeting.

### 142 TO RECEIVE A REPRESENTATION FROM ST JOHN'S CHURCH

Richard Kelley from St John's Church addressed the meeting. He hoped that everyone had now seen the installation of the Angels of Hope in the church yard. They have been overwhelmed by the response, with hundreds of visitors coming to take photographs etc. including a nativity angel to have their picture taken with the other angels. The church yard has 30 of 120 large angels which will be installed across town in the other churches, the Park and churches in surrounding villages. There will also be displays in local shops and a trail leaflet is being produced. The project aims to tackle loneliness and isolation in these difficult times. 700 knitted angels have been delivered to those in care with a gift bag and card to remind them that they are thought and cared about. Nominations for everyday angels can be made to [everydayangels2020@gmail.com](mailto:everydayangels2020@gmail.com). At present, the PCC are underwriting the costs of the project and they are currently fundraising to offset this cost. A grant application will be submitted to the Council shortly. Councillors thanked Richard for attending and for the fantastic work on this project. Councillors hoped that this project could be rolled out in future years and were happy to hear that it is part of a larger plan to do more to tackle loneliness.

## WELLINGTON TOWN COUNCIL MINUTES 7<sup>TH</sup> DECEMBER 2020

### **143 IN LIEU OF PUBLIC SPEAKING TO RECEIVE ANY REPRESENTATIONS FROM MEMBERS OF THE PUBLIC**

The Clerk advised that no representations had been received.

### **144 CORRESPONDENCE**

#### **(a) eat:Wellington**

The correspondence was circulated with the agenda and was so noted.

### **145 TO REVIEW ELECTRONIC DECISIONS MADE BY COUNCILLORS**

At a Coronavirus emergency meeting on 19<sup>th</sup> March, Councillors made several proposals that were subsequently approved by full Council. This included electronic voting for decisions about the Council's affairs. A summary report of electronic decisions made since the Council meeting of 2<sup>nd</sup> November was attached to the agenda, with the full voting records available on the Council website.

**RESOLVED** to note and accept the voting report.

### **146 COUNCIL ACCOUNTS**

#### **(a) To note and approve the October bank reconciliation**

**RESOLVED** to accept the Bank reconciliation.

#### **(b) Proposed budget for 2021-22**

Following an informal budget meeting, the second draft of the proposed budget was circulated with an accompanying report.

#### **(c) To consider the precept amount for 2021-22**

**RESOLVED** to accept the second draft budget and set the precept at £353,543. This figure will give a 0% increase in the Council rates when taking into account the increase in tax base. The Band D equivalent will remain the same as 20-21 at £66.91.

### **147 TO CONSIDER SECTION 106 MONIES AVAILABLE FOR BIDS**

A schedule of the current Section 106 monies available in Wellington was circulated with the agenda and was so noted. The distribution of £5,000 between play and outdoor recreation from the Sportsman application will be considered at the next meeting. The Mayor reported that following a recent Scrutiny meeting at SWT, Councillors were distressed to hear that £60,000 was lost in Wiveliscombe as it was not spent in time. There were also reports of other money being missed in other areas for the same reason. SWT have recently purchased a new software system to manage the Section 106 contributions. It will also mean that information will be provided online for anyone to view. An updated table will be presented the Town Council on a more regular basis to provide another layer of review.

### **148 TO RECEIVE AN UPDATE ON CIL MONEY PAID TO THE COUNCIL**

It was reported that the Town Council have received the following CIL payments from Somerset West & Taunton Council. The money must be spent within 5 years of

## WELLINGTON TOWN COUNCIL MINUTES 7<sup>TH</sup> DECEMBER 2020

receipt. If it is not spent, the money has to be returned to the District Council who will keep the money to be spent appropriately within the Town. Councillors were urged to start considering projects to use this funding (especially that received in 2018). This will be added to the next agenda.

April 2018	£ 1,608.75
October 2018	£ 4,296.06
April 2019	£ 4,023.19
October 2019	£10,381.90
April 2020	£ 2,335.51
October 2020	£16,253.08
<b>TOTAL</b>	<b>£38,898.49</b>

### **149 TO MAKE A CONSULTEE COMMENT ON A STREET TRADING LICENCE APPLICATION**

Councillor Lithgow gave an update on the situation with the Farmer's Market trading licence. **RESOLVED** to re-iterate comments made previously that the market should be split between the current location (outside Co-Op) and the promotional space due to social distancing etc. Councillors considered the location outside the old Tui building as detailed in the application to not be at all suitable.

### **150 TO REVIEW COUNCIL OPERATIONS WITHIN THE CONTEXT OF CORONAVIRUS-RELATED WORKING ARRANGEMENTS**

It was noted that the following meeting dates had been agreed by their Committees/groups;

- Environment & Open Spaces – 19th January 2021 – 6pm
- Town Centre Committee – 20th January 2021 – 10.30am
- Staffing & Resources – 27th January 2021 – 2.00pm
- Wellington Network Partnership – 10th February 2021 - 6.30pm

### **151 FEEDBACK FROM THE WELLINGTON NETWORK PARTNERSHIP**

A meeting was held on Wednesday 25<sup>th</sup> November; the minutes of the meeting were circulated and noted. Councillor Lithgow gave an update to explain what the group had worked on so far including gathering information on what services the neighbouring Parishes currently provide. The Unitary business cases have to be submitted in the next few days. Until it is known which case is chosen, the group will not know how the local clustering will work. One case suggests grouping by NHS boundaries which will make much larger groups than was hoped for.

### **152 FEEDBACK FROM THE TOWN CENTRE COMMITTEE**

The Committee met on Wednesday 25<sup>th</sup> November; the minutes of the meeting were circulated and noted. Councillor Lloyd gave an update. Wellington are still well ahead in the administration of their Emergency High Street Fund.

At this juncton, Councillor Thorne declared a personal interest in this recommendation as his daughter is a user of the Pop Up Shop.

**WELLINGTON TOWN COUNCIL MINUTES 7<sup>TH</sup> DECEMBER 2020**

**RECOMMENDATION:** To take up a new 2 year lease on the Pop Up Shop subject to approval with Perry's.

**RESOLVED** to accept the recommendation.

At this juncture, Councillor Hunt gave his apologies and left the meeting.

**153 FEEDBACK FROM THE STAFFING AND RESOURCES COMMITTEE**

The Committee met on Wednesday 25<sup>th</sup> November; the minutes of the meeting were circulated and noted. Councillor Lloyd gave a brief update.

**RECOMMENDED** to Full Council that a subscription be taken up for an Accounting package. The Committee support the recommendation of the Clerks. Following demonstrations of three packages/services, the Clerks recommend the Scribe Accounting option at a cost of £1,500 per year plus a one off set up cost.

**RESOLVED** to accept the recommendation.

**154 TO RECEIVE INFORMATION FROM THE DEVON & SOMERSET METRO GROUP**

The Town Clerk circulated a paper in advance of the meeting. The Strategic Outline Business Case is due to be finished by 16<sup>th</sup> December and submitted to the Department of Transport in January at the latest. If approved, the next stage will be an application to the New Station Fund. Councillor Barr will continue to represent the Council at the Metro Group meetings and the Town Clerk has requested to be involved in Officer level discussions and will provide updates to the Town Council when available.

**There being no further business, the meeting closed at 9.00 pm.**

.....  
**Councillor Janet Lloyd Mayor**

**REPORT OF THE CLERK TO WELLINGTON TOWN COUNCIL (REMOTE) MEETING ON 11<sup>th</sup> January 2021****1. Risk Reporting**

The Clerk is pleased to report that there have been no incidents, accidents or near misses in the previous month.

**2. Coronavirus Impacts**

The pandemic continues to impact on the work of the Council. With Somerset now being in Tier 4 the office remains closed to the public with staff attending for essential reasons only (post collection etc.). The Clerk will continue to monitor work underway to determine what can and can't be undertaken given the restrictions that are currently in place and which may come in the future. We will do as much as we can virtually but Councillors should expect that some work may not be able to be completed in this context. As reported at the last meeting there have been no requests for funding from the Council's specific Coronavirus budget since July's Council meeting. Expenditure within the current financial year amounts to £3,718.88 out of an agreed budget of £10,000. 6 weeks of free advertising were placed in the Wellington Weekly to support businesses over lockdown number 2 and up to Christmas. This cost £1,080 bringing the coronavirus budget spend to £4,798.88. There is a separate item on this agenda relating to COVID arrangements.

**3. IT and Comms IT**

The Council's IT systems are working well. A report will be provided to the next meeting of the Staffing and Resources Committee making a recommendation in relation to the purchase of a replacement phone system

**Zoom Meetings**

All Council meetings continue to be held via Zoom and this generally works satisfactorily. In-person meetings will only reconvene when Government and Public Health guidance recommends such action.

**Website/Facebook**

These continue to be managed in house by the Deputy and Assistant Clerk.

**Communications**

Staff continue to issue a range of press releases as required.

**4. Office and Public Services**

Staff continue to work from home with individual members attending the office periodically to check the premises and pick up any post. Accounts and payroll functions are completed in the office by the Finance Assistant.

Telephone access remains available to the public between 9 am and 2 pm each weekday, excluding public holidays.

The CAB office and museum remain closed and the SWTC housing team do not have plans to return to the office at present.

Socially-distanced appointments for the public are available on request where an in-person meeting is necessary to transact Council business. This recently has covered verifying personal details for local residents with foreign pension entitlements.

### 6. Longforth Road Public Conveniences

Twice daily cleans have now been requested with ID Verde. At the time of writing, contact details for the security company providing the locking services are still awaited.

### 7. Community Warden Service

The Community Warden Service is now operating over 15 hours per week and will need further review between the Clerk and Richard Hopkins the Id Verde local manager.

### 8. Finance and Accounting System

Following the last meeting of the Council it has entered into an agreement with Scribe to purchase its Finance and Accounting System. Work is already underway to set the system up and it is hope it will be up and running before the end of the Financial Year. Given the changes that will come in to place as a result of introducing this system I will be reviewing staffing arrangements and making recommendations to the next meeting of the Staffing and Resources Committee.

### 9. Christmas Events

The Wellington Christmas Walkabout Street Entertainment that took place in the town centre on the Saturdays during December and on the 21 and 23 December were well received. Thanks to everyone who was involved in setting up the arrangements and for supporting them on the days. The Town Council and Schools Virtual Christmas Concert was incredibly successful with the video being viewed over 8,000 times on Facebook. Thoughts are already being given to how we can do something similar next year.

### 10. Actions from the December Council Meeting

Subject	Action to be taken	By	Comments/Update
Planning Minutes	Make addition	APK	Done
2021-22 Precept	Make precept request (£353,543)	DF	Done
Section 106	£5k from Sportsman to be split between Play & Outdoor Rec. – carry forward to next agenda	DF	Done
CIL	Carry forward to next agenda.	DF	Done
Street Trading Licence App	Reply to re-iterate comments from last application	DF	Done
Pop Up Shop	Contact Perrys to renew lease	APK	Done and agreed. Paperwork etc to be checked ASAP.
Accounting Package	Contact Scribe to set up	APK	Done, set up in progress

Dave Farrow  
Town Clerk  
4 January 2021

WELLINGTON TOWN COUNCIL ELECTRONIC DECISIONS RECORD CORONAVIRUS BUSINESS CONTINUITY MARCH 2020									
ITEM	DATE	HOW CIRCULATED	Clerk approval	COUNCILLOR DECISIONS/VOT OUTCOME		COMMENTS			
				JL	ML				
WGS Invoice	29.11.20	APK e-mailed all for approval		29.11 - Approved	29.11 - Approved	APPROVED			
Accounts for Payment	4.12.20	APK e-mailed DF, JL and ML for approval	07.11 - Approved	05.12 - Approved	05.12 - Approved	APPROVED			
Scribe Accounting		Annual contract from 1/1/21 and one off set up costs (under £5k)	10-12 Approved	9-12 Approved	9-12 Approved	APPROVED			
Accounts for Payment	17.12.20	Accounts for Payment Schedule of Payments sent to JL and ML for approval (7th December - 18th December 2020)	07/12/2020 Approved	7-12 Approved	7-12 Approved	APPROVED			
						JL - Declared an interest in Payments to MTMIT as a former customer (Items lj and k)			

Wellington Town Council**INCOME AND EXPENDITURE RECONCILIATION**Period 1st April 2020 to 31st March 2021

Balance brought forward at 1st April 2020		£ : p	£400,078.40
Add cashbook receipts cumulative to 30th November 2020			<u>£478,565.11</u>
Total			£878,643.51
Less cashbook expenditure cumulative to 30th November 2020			£200,741.20
Balance brought forward as 30th November 2020			<b>£677,902.31</b>

Lloyds Current Account No. 02195145	24.11.2020		£365,182.36
Lloyds Deposit A/C No. 07788306	09.11.2020		£256,494.81
Lloyds Treasury Deposit placed 22.04.20			£56,225.14
Total			£677,902.31
Less unrepresented cheques			£0.00
Total			<b>£677,902.31</b>

Signed.....

Mayor

Date: 30th NOVEMBER 2020

Unrepresented cheques

None

**Ear marked reserves**

£6,300 for Wellington Railway Station

£7,980 for Playing Pitch Strategy

£13,000 for the Pop-up-Shop

£8,000 for the Film Festival



## Section 106 Monies in Wellington

Planning Ref	Site Name	Spend by	Parish	Play	Outdoor Recreation	Com. Halls
43/14/0137	Three Cups, Fore Street	23/03/2023	Wellington	£21,596 (Allocated for Play equipment at Walkers Gate)		
43/10/0130 - Legal dept chased unfortunately we were unable to recover full debt!	The Sportsman, 46 Waterloo Road	12/12/2024	Wellington	£5,000 - Wellington TC to decide how best to split this money between play and outdoor recreation	£344700 - £116,303 funds earmarked for provision of playing pitches at Longforth Farm therefore £228,397 remaining to allocate on outdoor recreation	43/10/0130 - Legal dept chased unfortunately we were unable to recover full debt!
43/10/0127	Cades Farm, Phase 2	22/05/2027	Wellington			
43/05/0004	Cades Farm, Phase 1	No spend by date	Wellington			£250,000.00
43/11/0062	East side of Bagley Road	No spend by date	Wellington		£1,200.00	

**AGENDA ITEM NO.**  
14