

WELLINGTON TOWN COUNCIL

Minutes of a meeting of the Wellington Town Centre Committee held on 25th November 2020 via Zoom at 10.30am

Present: Councillors M Lithgow (Chair), J Lloyd, M McGuffie, J Thorne. N Powell-Brace, S Pringle-Kosikowsky, Richard Coupe, Sharon Davis, Keith Wheatley.
Annette Kirk – Deputy Town Clerk

Attendees: Councillor A. Govier. Dr J O'Hara – Heritage Officer, Somerset West & Taunton Council

1. Apologies

None received.

2. Declarations of Interest

Councillor Thorne – Agenda Item 3. Election of non-council member Donna Munson, Rule 7 Bistro – regular customer. Pop Up Shop – Daughter is connected with the licensee Jo Alway

Councillor Lloyd – Agenda Item 3. Election of non-council member Donna Munson, Rule 7 Bistro – regular customer and friend

Councillor Lithgow – Agenda Item 3. Election of non-council member Donna Munson, Rule 7 Bistro – known through Facebook

Richard Coupe - Agenda Item 3. Election of non-council member Donna Munson, Rule 7 Bistro – Worked alongside Donna previously with the annual Food Town Event.

3. CO-OPTION OF NON-COUNCIL MEMBERS TO THE COMMITTEE

Councillor Thorne would like to propose Donna Munson of Rule 7 Bistro to be co-opted as non-council member for the committee.

The Chair, Councillor Lithgow, asked that it was only fair we contact Adrian Hooper who had been part of Town Centre Working Group, to see if he wished to be on the committee. It was decided that the committee place would be decided at the next Town Centre Committee meeting.

The committee shall comprise no more than 11 members.

4. IN LIEU OF PUBLIC SPEAKING TO RECEIVE ANY REPRESENTATIONS FROM MEMBERS OF PUBLIC

No written representations had been received.

5. POP UP SHOP

- Alice Kendall Acting Town Clerk circulated an update report with the agenda prior to the meeting. Following the announcement of a further lockdown by the Government,

one booking was cancelled and refunded. The current hirer of the shop is using it as a hub for on line click and collect and delivery orders. They are in the shop until 13th December. All being well, if lockdown is lifted on 2nd December as hoped, the shop can re-open to complete bookings in the diary up to 24th December. Enquiries continue to be received on a weekly basis.

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

Proposed Councillor Lithgow, Seconded: Councillor Lloyd – Vote carried

- Councillor Lithgow asked if we could get some feedback from Jo Alway on her click and collect service
- It was felt we should look at second Pop Up Shop to lift the High Street, Wellington. To start looking into suitable premises, cost etc., now.
- KW and RC felt we should wait until we see if the Covid-19 Restrictions continue in to the new year to March 2021, as this will affect bookings on our current Pop Up Shop.

RESOLVED: For the Committee to start looking at suitable premises for Pop Up Shop and options to include multiple use.

Proposed: Councillor Thorne Seconded: Councillor McGuffie - Vote Carried

7. PROMOTIONAL SPACE

- Steve Deakin, Parking Services Manager at Somerset County Council, confirmed that the Town Council could use the parking lay-by in front of the Old Post Office on 5th, 12th, 19th, 21st & 23rd December 2020. Steve Deakin advised NSL that the bays outside the sorting office can be suspended on the days requested.
- Steve Deakin did acknowledge in his email, that this exchange has highlighted a gap in their policies, they will have a look at this in the New Year as similar issues could well occur elsewhere. Annette Kirk Deputy Clerk suggested a meeting with Steve Deakin in the new year.
- No further bookings for the Promotional Space for December 2020. Wait confirmation from "Hungry Bear" Food Van to see if they wanted any dates, as they cancelled due to Covid-19 lockdown.

8. FARMERS MARKET

Councillor Lithgow (chair) confirmed that the Farmers Market were trading with no licence. And that they were ignoring the SWT Licencing Department. SWT had written to the Farmers Market asking them to stop trading until they had received their licence. Enforcement proceedings are in place.

It was generally felt that we should support a new farmers market in the town.

9. TO RECEIVE FEEDBACK FROM SWT ON THE INDICATIVE PLAN FOR THE TCEF

Councillor Lloyd led the report following further meetings/negotiations with Lisa Redston SWT :

- * Wellington still seems to be ahead of the game.
 - * Minehead still have not allocated a town councillor to their steering committee
 - * Taunton have two groups, I will try to explain this at our meeting on Weds as it seems very confusing.
 - * A Somerset Conservative MP thinks that we will come out of lockdown on 2 Dec to help the economy but we will go back into lockdown after Christmas.
 - * We will receive the signed agreement and signed Indicative Plan via email in a PDF.
 - * There will be a 30 second advert on Sky TV soon, seen it today on You Tube
 - * Marcus Kravis Portfolio Holder statement to be published in Wellington Weekly
 - * We would send our contract, licence etc, etc of the Pop-Up Shop plus costings to Minehead as they are ready to open a Pop-up shop and don't wish to reinvent the wheel.
 - * We have received the 1st Instalment of the Emergency High Street Fund - £76,500
- Dr Jo Hara, Heritage Officer said we should be mindful and allow more admin time to tackle any possible restrictions we may come against when completing our projects e.g: planning permission, conservation area, listing building consent etc. She would be happy to offer any assistance going forward.
 - Councillor Lithgow confirmed that we would extend the Project Manager's hours if needed.
 - Annette Kirk, Deputy Clerk, spoke on the Project Management report circulated to the committee members prior to the meeting. Street Entertainers in place to commence their programme of events on 5th, 12th, 19th, 21st and 23rd December. Deputy Clerk to circulate to Committee members Street Marshall rota to cover the event.
 - To purchase 2 Gazebos and sack truck/trolley to transport them to an event. Storing of the Gazebos to be found. It was suggested Longforth Toilets Store Room. Size and costing to be obtained.
 - To look at switching control of the Parking Bay in front of the Old Post Office from Somerset County Council to the Town Council.

RESOLVED: to enter into a one month contract with Introtweet - £270+VAT for December 2020 – cover Street Entertainment

RESOLVED: To purchase two gazebos and sack truck/trolley to use to transport to events. Proposed: Councillor Lithgow, Seconded: Councillor Lloyd – vote carried

Notes for items to be placed on the next agenda;

- Richard Coupe asked will there be free car parking on the Saturdays leading to Christmas.
- Councillor McGuffie asked if we could put on the next agenda: To purchase Projectors to show films in the street. To purchase our own market stalls for hire.

9. DATE OF NEXT MEETING

The date of the next meeting was agreed as Wednesday 20th January 2021 at 10.30am.

The meeting ended at approx. 12 noon