



## WELLINGTON TOWN COUNCIL

28 Fore Street, Wellington, Somerset TA21 8AQ

Tel: 01823 662855

E-mail: [info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)

## COUNCIL MEETING

You are summoned to attend a meeting of Wellington Town Council to be held at Court Fields School, Mantle Street, Wellington TA21 8SW on **Monday 4 October 2021 at 7.00pm**.

*Members of the public are cordially invited to join this meeting. However given the current situation with COVID rates in the town we are looking to minimise the number of face to face contacts so ask that members of the public only attend if there are pressing reasons to do so. Minutes are available online following the meeting.*

Councillors, members of the public and members of the press are reminded that they must not attend the meeting if they have been advised to self-isolate through Test and Trace or by Public Health or if they or any of their immediate household have COVID symptoms and/or have had a positive COVID test.

Those who are attending the meeting are reminded that social distancing of 2m is required before, during and after the meeting and that face coverings must be worn when entering the Worship Centre or moving around it. They can only be removed when seated.

All those attending will be required to provide their names and contact details for test and trace purposes. These will be held securely by the Town Council for a period of 30 days.

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 Friday 1 October 2021.

David Farrow  
Town Clerk  
07983 697740  
[info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)

28 September 2021

**1. TO OFFER WELCOME AND INTRODUCTIONS**

**2. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN**

If you cannot attend, please send your apology and reason to the Town Clerk.

Councillors are reminded that failure to attend any Council meeting for 6 months, full council or a committee/s on which the councillor is a member, will result in them automatically ceasing to be a councillor irrespective of whether apologies are given.

**3. DECLARATIONS OF INTEREST**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Standing declarations made by Councillors are set out at the end of the agenda.

**4. MINUTES**

To approve and sign the minutes of the Planning and Full Council meetings on 6 September 2021 (copies attached).

**5. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC**

Public Attendance: If the public wish to make a comment or ask the Council a question, these must be emailed to the Town Clerk by 12.00 on Friday 1 October 2021. For those members of the public who have submitted any questions or statements, please note, a three-minute time limit applies to each speaker.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

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

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

The report is attached to the agenda and includes an updated Work Plan for information.

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

A report from Sergeant Dan Bishop will be circulated in advance of the meeting.

**9. TO RECEIVE A REPORT ON THE DELIVERY OF THE STREET FAIR THAT TOOK PLACE ON 25 SEPTEMBER 2021**

Following the decision taken at the August meeting of the Council that the Town Council should take over the management of the delivery of the Street Fair, the Deputy Clerk will provide feedback on the event.

**10. TOWN CENTRE COMMITTEE HELD ON 8 SEPTEMBER 2021**

The draft minutes of the Town Centre Committee held on the 8 September 2021 are attached to the agenda. Councillor Lithgow will give an update. The Council are asked to note the contents. The Committee agreed to make the following **RECOMMENDATIONS** for approval by the Town Council

**(a) Pop Up Shop** - to accept the Renewal Lease by reference to the Existing Lease - following item 1.1. "Contractual Term" be amended to read "5 years"

**(b) Christmas Lights** - to approve the Transfer of Five Electric Boxes from Somerset West and Taunton Council to the Town Council.

**(c) Street Furniture on the Corner of Fore Street and South Street** - to accept the design and quotation from Benchmark Ltd for a Shoreline curved bench and Two Planters. To also include a Finger Post to be put in the area. To removed existing square planter and surround seating. Cost to be met by the Emergency High Street Fund.

## 11 MARKET EVENTS

### 11.1 Somerset Farmers Market

We have been notified that the Somerset Farmers Market is unable to deliver the monthly market that had been planned for the last Saturday of each month. A recent webinar attended by the Mayor and the Deputy Clerk highlighted the importance of regular town centre markets in regenerating town centres. On that basis it is **PROPOSED** that:

- (a) The Town Council continue to take steps to secure a regular Farmers Market on the High Street and seek advice from the National Association of British Markets Authorities which ran the webinar referenced above, about how to secure that;
- (b) That discussions should be held with the Victor Sawdye, Licence Holder of the Wellington Produce Market, to see if its offer could be extended to hold a larger market once a month and to encourage more local traders to join or, if that is not deliverable, to go out to tender to find an organisation to deliver a regular Farmers Market with an emphasis on ensuring local providers are prioritised
- (c) that as part of (b) the Town Council offer to provide administrative/coordination support utilising the experience gained through managing the delivery of the Street Fair.

11.2 Given that the intention had been to ask Somerset Farmers Market to deliver the Christmas Market on the 27 November it is **PROPOSED** that:

- (a) the Town Council coordinate the provision of the Christmas Market utilising the experience gained through delivering the Street Fair and working with local providers and
- (b) as a first step to submit a road closure application for the High Street for the duration of Saturday 27 November 2021.

## 12. TO AGREE THE DISTRIBUTION OF COUNCIL FUNDS AND SAVINGS AS RECOMMENDED BY THE FINANCE COMMITTEE.

At its meeting on the 6 September the Finance Committee resolved to approve the recommendations in the attached paper relating to the distribution of Council funds. To formalise the decision this needs to be approved by the Town Council. It is **RECOMMENDED** that the Town Council approve the recommendations for the distribution of Council funds and savings as set out in the attached paper as agreed by the Finance Committee,

## 13. TO COMMENT ON REQUESTS FOR S106 FUNDING

Wellington Rugby Club, Wellington Cricket Club and Court Fields School have submitted Expression of Interest Forms to Somerset West and Taunton Council (SWT) for Section 106 funding to contribute to the cost of work they are proposing to undertake. The attached report sets out the requests. As part of its considerations SWT is seeking comments from the Council on the respective applications. On that basis The Council is asked to comment on

- (a) the application of the Cricket Club for £15,000 from the Cades Farm S106 funding to support the project to relay the cricket square to improve the quality of the playing surface as set out in Appendix 1.

(b) the application of the Rugby Club for £80,000 to support undertaking pitch Improvements to enhance capacity and undertake significant drainage improvements to Beech Grove Playing Field as set out in Appendix 2.

(c) the application of Court Fields School for £150,000 to support the project to install a 3G pitch on the school site as set out in Appendix 3.

#### **14 REQUEST FOR FINANCIAL SUPPORT FOR EXPANSION OF CHAPLIANCY PROVISION AT COURT FIELDS SCHOOL**

The attached paper sets out the request for funding. The Council is asked to consider

(a) whether it agrees to provide funding of £2,200 to support the expansion of the Chaplaincy Provision at Court Fields School for 2021/22 and if so

(b) that the funding should be drawn from either the Community Services and Priorities Budget (£6k available) or the Health and Wellbeing Budget (£17k available)

(c) that should the expanded provision continue beyond 2021/22 a Grant Application should be made and, if approved, consideration should be given to a three year Service Level Agreement being entered in to from the beginning of 2022/23.

#### **15 TO RECEIVE AND NOTE THE REPORT OF THE EXTERNAL AUDITOR**

The External Auditor Report and Certificate 2020/21 is attached to the agenda and has previously been circulated to councillors. The Council are asked to note its content and it is PROPOSED that The Council accept the Report.

#### **16. SERVICE LEVEL AGREEMENTS**

The Finance committee will make a recommendation on entering a new Service Level Agreement with WHERE. A draft agreement is attached to the Finance agenda.

#### **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