



**WELLINGTON TOWN COUNCIL**  
**28 Fore Street, Wellington, Somerset TA21 8AQ**  
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**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 The United Reformed Church Hall, Fore Street, Wellington TA21 8AG on **Monday 6 June 2022 at 7.00pm.**

*Members of the public are cordially invited to join this meeting.. 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 or are any of their immediate household, have COVID symptoms.

Whilst restrictions have now been lifted, we would ask anyone attending the meeting to respect social distancing and to feel free to wear a face covering whilst attending the meeting.

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 Wednesday 1 June 2022.

David Farrow  
Town Clerk  
01823 662855  
[info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)  
27 May 2022

**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, 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 Annual Town Council and Planning meetings held on 16 May 2022 (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 must inform the Town Clerk by 12.00 on Wednesday 1 June 2022. For those members of the public who wish to ask a question or make a statement 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 AN UPDATE FROM THE LOCAL POLICING TEAM**

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

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

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

The report is attached to the agenda for information.

**9. INTERNAL AUDIT AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2021-22**

**(a) Internal Auditor's Report**

The Auditor's observations at year end (with Council Officer's comments added) and the AGAR Annual Internal Audit Report are attached and should be noted and approved.

**(b) Summary of Funds Report**

The report attached for approval provides background and breakdowns of how the figures on the AGAR have been calculated.

**(c) Statement of Internal Control**

The Council's statement of internal control is attached for review and approval.

**(d) Risk Management**

The Council should review its management of risk annually. The current scheme is attached for approval.

**(e) Annual Governance and Accountability Return (AGAR)**

**i. Section 1 - Annual Governance Statement 2020/21**

To make the required annual governance statement concerning financial governance for the year to 31 March 2021. The declaration will be recommended to Councillors for their confirmation prior to the Chairman and Clerk's official signing-off. A copy of the Annual Governance Statement Section 1 is attached. The Internal Auditor has not indicated that any 'No' replies should be given. Item 9 will be marked N/A.

**ii. Section 2 - Annual Accounting Statements 2020/21**

To approve the Accounting statement section of the AGAR and give the required confirmation that the Accounting Statements have been accepted by Members as true and accurate.

**(f) To review and confirm the dates for the exercise of Elector's rights as attached**

**10. WELLINGTON TO TAUNTON CYCLE ROUTE**

To receive an update on the progress of the working group from Charles Biscoe.

**11. REVIEW OF COUNCILLOR ALLOWANCES**

As per the Internal Auditor's report presented at 9a above, the Council should consider whether to recover any amounts previously paid to non-elected (co-opted) members in previous financial years. Further to this, is also **RECOMMENDED** that

- (a) Councillor allowances remain at £280 for 22-23, and
- (b) a general review of the allowances be carried out by the Policy and Resources committee in preparation for the setting of the 23-24 budget.

**12. TO RECEIVE AN UPDATE FROM THE TOWN CENTRE COMMITTEE MEETING HELD ON 25 MAY 2022**

The draft minutes are attached for information and Councillor Lithgow will provide an update.

The Committee **RECOMMENDS:**

- (a) that the revised Terms of Reference as circulated with the agenda, this will include managing the additional Town Centre Fund of £25,000 are adopted

**13. TO RECEIVE AN UPDATE FROM THE ENVIRONMENT AND OPEN SPACES COMMITTEE MEETING HELD ON 25 MAY 2022**

The draft minutes are attached for information and Councillor McGuffie will provide an update.

The Committee **RECOMMENDS:**

- (a) that the revised Terms of Reference as circulated with the agenda are adopted with the addition of 'and associated action plans' in the first bullet point of the Summary of Responsibilities
- (b) that work is authorised to the trees sited in the Tonedale Play Area as set out in the report provided by Arboricare Ltd at a cost of £2,310
- (c) that the Town Council confirms that it supports Wellington Community Food's proposal to run a trial growing project on land that is part of the area being purchased by Somerset West and Taunton Council (SWT) prior to being leased to the Town Council and which has been identified as the potential location for the Community Farm. This is on the understanding that the final decision will rest with the current landowners and SWT, as the purchase and lease have not been completed yet, and on the proviso that Wellington Community Food agree to returning the land to its current condition should the trial not be successful or the Town Council, in consultation with other groups, determine that the site is not suitable for a community farm to be located.

**14. CALENDAR OF MEETINGS FOR 2022/23**

Following the Annual Meeting the draft Calendar of Meetings 2022/23 has been reviewed in light of comments made and a revised version is attached for consideration.

**DECLARATIONS OF INTEREST**

**Members of Somerset County Council:**

Councillor Andrew Govier

Councillor Marcus Barr

Councillor Ross Henley

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

Councillor Janet Lloyd

Councillor Andrew Govier

Councillor Mark Lithgow

Councillor Ross Henley

Councillor Marcus Barr

Councillor Chris Booth

Councillor Keith Wheatley