

**MINUTES OF THE PLANNING MEETING OF WELLINGTON TOWN COUNCIL  
HELD AT United Reformed Church Hall, Fore Street, Wellington TA21 8AG on  
Monday 4<sup>th</sup> July 2022 at 6.15pm**

**PRESENT:** Councillors M Lithgow (Chair), N Powell-Brace, C Booth, K Wheatley, A Govier, C Govier, K Canham, M McGuffie, M Barr, J Thorne, W Battishill, J Lloyd.

David Farrow (Town Clerk)  
Annette Kirk (Deputy Clerk)  
Rebecca Hunt (Admin Assistant)

Kieran Reeves - Planning Officer - Somerset West & Taunton District Council

1 member of the press  
6 members of the public

**115. APOLOGIES**

Apologies were received and accepted from Councillors S Booker and Z Barr.

**116. DECLARATIONS OF INTEREST**

Councillor C Booth declared a personal interest in Agenda Item 4(c) Case Ref: 43/22/0029

Councillor M Lithgow declared a personal interest in Agenda Item 5(a) Case ref: 43/22/0056/T as connection with the applicant would not be commenting on this application.

Councillor A Govier declared a prejudicial interest in Agenda Item 5(a) Case ref: 43/22/0056/T and would not be commenting on this application, as he is good friends with the applicant.

Councillor N Powell Brace declared a prejudicial interest in Agenda Item 5(a) Case ref: 43/22/0056/T as she is friends with the applicant.

Councillor M 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 J Lloyd and A Govier 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.

**117. PUBLIC PARTICIPATION**

Member of the Public spoke and raised concerns regarding Agenda item 5(a) Case ref: 43/22/0056/T and asked that the application be recommended for refusal.

**118. APPLICATIONS TO BE DETERMINED BY TOWN COUNCIL:**

- a) Case Ref: 43/21/0114 Proposal: Conversion of loft space into habitable accommodation at The Old Counting House (formerly St Ives), Westford Drive, Lower Westford, Wellington

**RESOLVED** to Approve the application as recommended by the Planning Officer's report

- b) Case Ref: 43/22/0009 Proposal: Erection of a two-storey extension to the side of 22 Olands Road, Wellington

**RESOLVED** to Refuse the application as recommended by the Planning Officer's report

- c) Case Ref: 43/22/0029 Proposal: Erection of a single storey extension, including attached garage, to the side of 3 Swains Lane, Wellington

**RESOLVED** to Approve the application as recommended by the Planning Officer's report

**119. 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: 43/22/0056/T Proposal: Notification to fell three Cypress trees and one Apple tree and to carry out management works to one Apple tree within Wellington Conservation Area at Shute House, 69 South Street, Wellington

**RECOMMENDED** that this application to fell three Cypress Trees and One Apple Tree is Refused, on condition the following comments are taken into consideration:

- The council recommends approval of the management work to one apple tree, as recommended by the Tree Officer.
- The Ecological Report attached with Case Ref: 43/21/0146 recognised that the two Apple Trees were in good condition with no damage or gaps/cracks noted and that the Cypress hedgerow was intact.
- The Council were in support of the comments received from the public on the Somerset West and Taunton Planning Portal objecting to the trees being removed.
- The Council object to healthy trees being removed in a conservation area.
- Concerns were raised when on Case Ref: 43/21/0146 application form paragraph 10, the applicants detailed there were no trees on the proposed development site.

- b) Case Ref: 43/22/0057 Proposal: Alterations to roof, internal changes and insertion of double glazing at 3 Five Houses, Linden Hill, Tonedale, Wellington

**RECOMMENDED** that this application be approved.

- c) Case Ref: 43/22/0069/T Proposal: Application to fell ash tree included in Taunton Deane Borough (Wellington No.5) Tree Preservation Order 1987 at 1 Hoyles Close, Wellington (TD400)

**RECOMMENDED** that this application be approved.

**120. SOMERSET WEST & TAUNTON DISTRICT COUNCIL - 2022 PLANNING DECISIONS FOR INFORMATION ONLY:**

Application Number	Proposal	Address	WTC Recommendation	SWT (Somerset West and Taunton) Decision
43/22/0028	Conversion of garage into habitable accommodation with erection of extension to the side and rear at	32 Prices Avenue, Wellington (resubmission of 43/21/0041)		Approved
43/22/0049/NMA	Application for a Non-Material Amendment to application 43/21/0132 for amendments to the single storey aspect of the extension to improve the kitchen space at	117 Barn Meads Road, Wellington		Approved
43/22/0019	Demolition of unstable and unsafe boundary wall at 7 Fore Street, Wellington (retention of part works already undertaken) as amended by agents email of 30th May 2022 for a replacement wall (not fence) as shown on drawing number 1310/200PA REV 1A	7 Fore Street	Approval	Approved

Wellington Town Council Planning Meeting 4<sup>th</sup> July 2022

43/22/0037	Siting of Portakabin building to be used as a meeting room for a period of 260 weeks at (retention of works already undertaken)	Swallowfield House, Station Road, Wellington	Approval	Approved
43/22/0040/LB	Removal of composite Profile 3 roof sheets and installation of box profile metal sheeting the (previously notified under incorrect Parish 44/22/0002LB)	The Stable at Lower Nowers Farm, Nowers Nursery Road, Wellington	Approval	Approved

**The meeting ended at 6.55pm**

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**Councillor Mark Lithgow**  
**Mayor**

## WELLINGTON TOWN COUNCIL MINUTES 4 JULY 2022

### MINUTES OF THE MEETING OF WELLINGTON TOWN COUNCIL HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON ON MONDAY 4 JULY 2022 AT 7.00PM

#### **PRESENT:** Councillor M Lithgow (Mayor)

Councillors M Barr, Z Barr, W Battishill, C Booth, K Canham, A. Govier, C. Govier, R Henley, J Lloyd, M McGuffie, J Thorne, N Powell-Brace, K Wheatley

David Farrow (Town Clerk), Annette Kirk (Deputy Town Clerk), and Rebecca Hunt (Administrative Assistant)

Two members of the public were present and one member of the press.

#### **121. TO OFFER WELCOME AND INTRODUCTIONS**

The Mayor opened the meeting and welcomed all those present.

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

Apologies were received and accepted from Councillor S Booker.

#### **123. DECLARATIONS OF INTEREST**

Along with the standing interests listed at the end of these minutes Councillors M Lithgow and N Powell-Brace declared personal interests in item 13(g) as residents of Clifford Terrace.

#### **124. MINUTES**

It was noted that in minute 72 Councillor J Lloyd had provided the update and not Councillor M Lithgow. With this amendment it was **RESOLVED** to approve the minutes of the Town Council Meeting and Planning Meeting held on the 6 June 2022 as written.

#### **125. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC**

There were no questions or comments.

#### **126. TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**

Sergeant Dan Bishop attended the meeting and his report had been circulated in advance. Councillors thanked Sergeant Bishop for the work that his team does around the town. They were also appreciative of the summer activities that the team would be providing.

#### **127. TO RECEIVE A REPORT FROM THE MAYOR**

Details of the Mayor's engagements since the Annual Meeting had been circulated by e-mail before the meeting.

At this point Councillor R Henley joined the meeting.

#### **128. UNITARY COUNCIL UPDATE**

Councillors M Barr, A Govier and R Henley provided updates on Somerset Council issues that impacted on Wellington. Councillor A Govier mentioned the number of County buildings in the town that may become available which he was looking into, along with the developing work on the Local Community Networks. Councillor M Barr noted that the potentially challenging County Council budget position may result in the Town Council being asked to do more which could impact on the Precept and Councillor R Henley referenced the ongoing work in relation to implanting local government reorganisation in Somerset.

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

The Clerks report had been circulated with the agenda and was noted.

**130. FINANCE COMMITTEE**

Having considered the papers circulated with the agenda it was **RESOLVED**

- (a) That the revised terms of reference for the Committee be adopted.
- (b) That rather than pay a Grant to the Carnival Committee the Council pay invoices on the Carnival Committee's behalf against those items detailed in the grant application. This responsibility will be delegated to Officers. A spending limit of £5,000 will be set aside with a dedicated budget line added to the monthly reports. This amount will be a one-off draw down from reserves and will not form part of the Council's ongoing budget for the purpose of setting the precept. Invoices for payment and spend against the budget will be reported to the Finance Committee in the normal way each month.

**131. ALLOTMENTS COMMITTEE**

Councillor Lloyd provided an update on the work of the Committee. Having considered the papers circulated with the agenda it was **RESOLVED** that the Terms of Reference for the Committee be adopted.

**132. ENVIRONMENT AND OPEN SPACES COMMITTEE**

It was **RESOLVED** that the final scheme and quotation for the refurbishment of Tonedale Play Area from Redlynch Leisure, circulated with the agenda, be accepted at a cost of £84,100 to be funded from Community Infrastructure Levy (CIL) reserves. Thanks were made to councillors who had been involved in what was a very thorough process and to the Deputy Responsible Financial Officer who had led and overseen the project.

**133. POLICY AND RESOURCES COMMITTEE**

Having considered the papers circulated with the agenda it was **RESOLVED**

- (a) That the revised terms of reference for the Committee be adopted and that the Committee oversee the drafting of a revised Community Safety and Crime Prevention Strategy which would detail committee responsibilities and which committee should fulfil them. This will be added to the Policy Review Timetable.
- (b) That the revised Standing Orders circulated with the agenda be adopted.
- (c) That the revised Financial Regulations circulated with the agenda be adopted.
- (d) That the Council will not take up the offer of moving to office space in the town library when its refurbishment is completed.
- (e) That further work is done to seek the views of interested parties and the community in relation to the timing of the 2023 Remembrance Sunday ceremony with arrangements for the 2022 ceremony remaining as before.
- (f) That The Town Council's starting point in discussions with the Unitary Authority Project Team should be that the basis of a Local Community Network for the area should be centred around Wellington and its surrounding parishes linked in with the Court Fields catchment area and that the Council should reinstate the informal meetings with those parishes to seek their views.
- (g) To approve the installation of new streetlights at Orchard Close, Bulford Lane and two at Clifford Terrace at a total cost of £7748 with £1500 of funding being drawn from the Street Light Budget and the balance from the Council's reserves.
- (h) To approve acceptance of the Delegated Planning Agreement from Somerset West and Taunton for the period 2022/23.

## WELLINGTON TOWN COUNCIL MINUTES 4 JULY 2022

- (i) That an informal workshop for councillors, to further develop the Vision and Work Plan, should be arranged prior to a more formal consultation with the community.

The meeting closed at 7.55pm

### **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

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Councillor Mark Lithgow

Mayor







## **REPORT OF THE CLERK TO WELLINGTON TOWN COUNCIL TO THE MEETING OF THE COUNCIL 1 AUGUST 2022**

### **1. Introduction**

This report covers the period from the 1 - 25 July 2022.

### **2. Council Work Plan**

This will update councillors on matters not covered elsewhere on the agenda:

- The Work Plan has been further updated to include all activities being considered by Committees
- Representative of The Rifles Regiment will be visiting the town and meeting with members of the Working Group on the 23 August to begin to plan the events to commemorate the granting of the Freedom of the town to The Regiment.
- Preparation for a detailed consultation on the Cades Farm Community Hall will take place over the summer with a full consultation to take place in the Autumn
- Remembrance Sunday 2022 – The Revd Martin Kirkbride Rector at St Johns has advised that the Church will be holding a Remembrance Sunday Service on the 13 November 2022 starting at 10.50am with a two minute silence at 11.00am. The Mayor has been invited to attend as are all Councillors.
- An invitation has gone out to neighbouring parish councils to meet early September to discuss local Government Reorganisation and Local Community Networks.
- Railway Station - The Metro Board met on the 8 July attended by Councillor Barr and the Town Clerk. The final location of the station is still to be finalised. However it was confirmed that West of England Development is submitting two planning applications for the site: (1) employment site including access road and (2) the residential component.
- The order for the refurbishment of Tonedale Play Area has been placed with Redlynch Leisure.
- The order for the new street lights at Orchard Close, Bulford Lane and Orchard Close has been placed and the lights should be installed in 12-16 weeks

### **3. ID Verde**

We have been advised that both our Contract Manager and Community Warden have left the employment of ID Verde. On the 22 July Council staff met with Julie Lynch who is Contract Manager for ID Verde in West Somerset and who is covering the vacant role in our area. Officers were reassured that cover was in place and contact arrangements for asking for work to be carried out were agreed. It was also agreed that we would set up a formal Service Level Agreement for the role of Community Warden to take us through to the end of the Financial Year. We had been seeking this for some time. This will ensure that both we, and they, will be clear about what is and isn't covered by the role and will also enable us to better track and check invoices off against activities. Officers felt that the approach that we have agreed is far more structured than had previously been the case. A follow up meeting has been arranged for September and again in January to review progress and quality of provision.

#### **4. Wellington Place Plan**

Somerset West and Taunton Council (SWT) has appointed Avison Young Consultants to prepare a Place Plan for Wellington, encompassing a Vision, Spatial Framework and Infrastructure and Implementation Plan. The Place Plan will inform decisions about the development, regeneration and conservation of the town and be a long-term strategy for the future of Wellington that will inform the future Somerset-wide Local Plan. The intention is that the drafting will be finished by the end of October followed by a public consultation with the final plan being endorsed at SWT Full Council by the end of February 2023. Representatives of the Consultants and SWT will be visiting the town on the 23 August with a programme for the visit yet to be finalised. What has been agreed is that the visiting team will meet with any Councillors who are available and wish to meet with them to discuss the Plan in the Council Chamber at lunchtime where we will provide food. I am sure councillors will agree that it is important that the Town Council is involved in developing the plan in advance of the public consultation

#### **5. Community Review**

Somerset County Council has provided funding to the Smart Communities Team at the Community Council for Somerset to support local councils in developing a community plan for its area. There is enough funding for the team to support 14 councils. Expressions of interest needed to be submitted by the end of July. I attended a briefing session on the 12 July and subsequently discussed the project with the Mayor. We agreed that it would be beneficial for the Council to submit an Expression of Interest which I did. If we are successful, the project will have to be completed by the 31 March 2023.

#### **6. Social Media**

Our Social Media insights show that our engagement has gone down over the last 28 days relative to the previous month. We are still putting out posts regularly and have seen a lot of interest in our posts regarding Fireworks Night, Christmas, and the Town Trail. We will continue to share our work via Facebook and Instagram as well as promote local events.

#### **7. Monthly Bank Reconciliation**

Attached as Appendix.

#### **8. Meetings/Events in August**

3 August 10.30am Fortnightly Town and Parish Clerk Local Government Reorganisation Catchup  
– Town Clerk  
12.30 pm Wellington One Team Meeting

8 August – Finance, Policy and Resources and Allotment Committee Meetings – URC Hall – see agenda for start times.

10 August 10.00 am Whacky Wednesday – Wellington Park

15/16 August 10.00am – CG Fry Appeal in relation to the land at Jurston Farm – The Deane House, Taunton

17 August 10.30am Fortnightly Town and Parish Clerk Local Government Reorganisation Catchup – Town Clerk  
12.30pm Wellington One Team Meeting

23 August – 10.00am visit by The Rifles Regiment to begin to plan for the Freedom of the Town Event  
Wellington Place Plan - Visit to town by SWT Officers and WPP Consultants, lunch at Town Council Offices – details to be confirmed

24 August 10.00am Whacky Wednesday – Cades Farm

10.30am Fortnightly Town and Parish Clerk Local Government Reorganisation Catch up – Town Clerk

Please note that the Town Clerk will be on holiday from the 9 – 19 August returning to work on the 22<sup>nd</sup> August and the Deputy Town Clerk is on holiday from the 18 – 29 August returning on the 30 August.

Dave Farrow  
Town Clerk  
26 July 2022



## Wellington Town Council

Prepared by: Alice Kendall - Deputy RFO

Name and Role (Clerk/RFO etc)

Date: 13/07/2022Approved by: 

Name and Role (RFO/Chair of Finance etc)

Date: 19.7.22

<b>Bank Reconciliation at 12/07/2022</b>			
<b>A</b>	Cash in Hand 01/04/2022		768,429.95
	<b>ADD</b>		
	Receipts 01/04/2022 - 12/07/2022		599,246.77
			1,367,676.72
	<b>SUBTRACT</b>		
	Payments 01/04/2022 - 12/07/2022		133,344.32
	<b>Cash in Hand 12/07/2022</b> (per Cash Book)		<b>1,234,332.40</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 12/07/2022	0.00	
	Nationwide 01343556 12/07/2022	200,342.41	
	Cambridge & Counties 15020773 12/07/2022	251,065.65	
	The Cambridge Building Society CI 12/07/2022	200,001.10	
	Lloyds Treasurers PC 87331468 12/07/2022	386.32	
	Lloyds Deposit Account 07788306 12/07/2022	414,415.30	
	Lloyds Current Account 2195145 12/07/2022	170,796.41	
			<b>1,237,007.19</b>
	Less unrepresented payments		2,644.79
			1,234,362.40
	Plus unrepresented receipts		-30.00
	<b>Adjusted Bank Balance</b>		<b>1,234,332.40</b>
	<b>A = B Checks out OK</b>		



**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE MEETING HELD AT  
UNITED REFORMED CHURCH HALL, FORE STREET, WELLINGTON TA21 8AG ON  
TUESDAY 19 JULY 2022 AT 3.30 PM**

**PRESENT:** Councillor M Lithgow (Mayor),  
Councillors M Barr, Z Barr, S Booker, A Govier, J Lloyd, M McGuffie,  
and J Thorne

**IN ATTENDANCE:** David Farrow (Town Clerk), Annette Kirk (Deputy Clerk), Alice Kendall  
(Deputy RFO)  
2 members of the public

**134 APOLOGIES**

No apologies had been received.

**135 DECLARATIONS OF INTEREST**

Councillors J Lloyd and A Govier have standing personal interest declarations relating to MTMIT, the Council's IT consultant, being former customers of the company.

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a personal friend of the company owner.

In addition, Councillor Lloyd declared a personal interest in item 5ai (grant application from Wellington Rugby Club) as her husband hires facilities there for use by a club that he is a member of.

**136 PUBLIC PARTICIPATION**

2 members of the public were present, both being representatives of the groups who had submitted grant applications and were available to answer questions if required.

**137 MINUTES**

**RESOLVED** to approve and sign the minutes of the meeting held 6 June 2022.

**138 GRANTS**

**(a) Applications**

- i. **Rugby Club** – Wellington RFC submitted an application for £2,000 to contribute towards the hire of a professional company for their annual fireworks display. The application form and supporting documentation was forward to Councillors by e-mail in advance of the meeting.

**RESOLVED** to suspend standing orders to allow the applicant to answer questions.

**RESOLVED** to reinstate standing orders.

After some discussion, it was **RESOLVED** to award £2,000 to Wellington Rugby Club for their event.

- ii. **Basins Volunteer Group** – following a grant award of £1,808.40 in the previous financial year, the group re-assessed their project which has resulted in an increase in cost of £493. Councillors were asked to consider ‘topping up’ the original grant. Correspondence and an updated report were circulated by e-mail.

**RESOLVED** to award an additional £493 to the Wellington Basins Volunteer Group.

**(b) Summary of Grants 22/23**

The schedule of grants paid to date was noted.

**139 ACCOUNTING STATEMENTS**

**(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 12 JULY 2022**

**RESOLVED** to note and approve the bank reconciliation.

**(b) TO NOTE AND APPROVE EXPENDITURE FOR 26 MAY – 12 JULY 2022**

**RESOLVED** to note and approve the expenditure as presented.

**(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 26 MAY – 12 JULY 2022**

**RESOLVED** to note and approve the income received as presented.

**(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2022-23 YEAR AS AT 12 JULY 2022**

**RESOLVED** to note and approve the budget report.

**There being no further business, the meeting closed at 3.55 pm.**

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**Councillor Mark Lithgow**  
**Mayor**



## WELLINGTON TOWN COUNCIL

### MINUTES OF A MEETING OF THE ENVIRONMENT AND OPEN SPACES COMMITTEE HELD AT THE UNITED REFORMED CHURCH HALL ON TUESDAY 19 JULY 2022 AT 4.00 PM

**Present:** Councillors M McGuffie (Chairman), M Barr, C Booth, K Canham, C Govier, M Lithgow and J Lloyd  
**In attendance:** David Farrow (Town Clerk), Annette Kirk (Deputy Clerk), Alice Kendall (Deputy RFO)  
Members of the public

#### 140 APOLOGIES

No apologies had been received.

#### 141 DECLARATIONS OF INTEREST

There were none.

#### 142 MINUTES

**RESOLVED** to confirm and sign the minutes of the meetings held on 14 and 24 June 2022 as a true record.

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

There were members of the public present who wished to speak on various items on the agenda. The Chairman informed them that he would ask the Committee to suspend standing orders at the appropriate time to allow them to speak.

#### 144 THE SOMERSET BUS MANIFESTO

John Ainsworth gave a presentation of the Bus Manifesto that was circulated with the agenda. Committee members were keen to take part in an organised 'Catch a Bus' event to promote services in the area. Councillors were also keen to explore how the manifesto feeds into the Council's Climate Emergency Strategy.

**RECOMMENDED** to Full Council that the Town Council endorse the Somerset Bus Manifesto and support the Catch a Bus Week event at the beginning of September.

#### 145 GREEN CORRIDOR LAND

**RESOLVED** to suspend standing orders to allow a member of the public to speak.

**RESOLVED** to reinstate standing orders.

**RECOMMENDED** to Full Council that

1. The Town Council establish a Green Corridor Advisory Group consisting of Town Councillors and representatives of interested community groups to support and advise the Town Council as the leaseholder of the land on the development and delivery of the vision, management plan and consultation

2. That the Steering Group develop and run a community consultation process to be completed before the end of December 2022 and report the findings back to the Committee and through that to the Town Council.

It was further agreed that membership of the group be formed of Town Councillors and one representative from the list presented (below) and, if possible, the maximum number to be kept to 10 members.

- Somerset West and Taunton Council (from 1 April 2023 Somerset County)
- Transition Town Wellington
- Wellington Community Food
- Wellington Sport federation
- The Basin Volunteer Group
- A representative, preferably a tenant, from the Allotments
- Wellington Mills CiC
- Somerset Wildlife Trust

#### **146 DOG BIN PROVISION**

The results of a survey of dog walkers carried out undertaken by the Wellington Action Group for Dogs (WAG) was presented with the agenda along with a map of current dog bin provisions.

**RESOLVED** to suspend standing orders to allow members of the public to speak.

**RESOLVED** to re-instate standing orders.

The committee discussed several possible solutions to the issue of dog fouling including schemes implemented in other areas which can see dog owners being fined for not carrying a bag for the disposal of dog waste. Councillors voiced concerns about how this would be managed, and it was agreed that the Town Clerk would first discuss this with Sgt Bishop.

It was further agreed that litter bins also be added to the overview map to get a larger picture as dog waste can also be placed in these and that this issue should be brought back to the next meeting of the committee.

#### **147 FOOTPATH REPORT**

Steve Saunders, PPLO, presented an overall report for the public rights of way. Detail (including images) was given on the works being carried out on path WG17/12 which crosses the railway line at Westford Field. Councillors were welcoming of the steps which looked sturdy but did have concerns about accessibility. Steve reported that he had been trying to contact someone to ask about the works generally and would follow this matter up also.

#### **148 GREEN GRANTS POLICY**

A draft policy was circulated with the agenda, and it was agreed that it should be **RECOMMENDED** to Full Council that is be accepted.

**149 LAND AT JURSTON FARM**

The Clerk circulated a paper with the agenda that included plans of the area in question. It was agreed that a small group of Councillors and community groups would meet to consider how they land could be used with a view to reporting back to the next meeting of the Environment and Open Spaces Committee.

Due to their previous involvement, Councillors Lithgow and Lloyd requested to be members of the group.

**150 CARBON NEUTRAL STRATEGY**

The Town Clerk reported that he had met with someone to discuss baselining the towns carbon footprint and whilst the discussion had been useful they were unable to take on the work at this stage. It was agreed that the Town Clerk should bring in additional capacity to support the development and delivery of the Carbon Neutral Strategy.

**151 CHESTNUT CLOSE PLAY AREA**

A background paper was circulated with the agenda.

**RECOMMENDED** to Full Council that the Town Council take possession of the site and move forward with registering ownership at the Land Registry via a Solicitor.

**152 TONEDALE PLAY AREA**

The Deputy RFO presented a paper with updates on the refurbishment project. The lack of signage was raised on a previous annual inspection carried out as part of the Councils insurance cover. A draft design for signage was included in the paper. Councillors asked that the location of the nearest Defibrillator be added before ordering.

**153 LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN UPDATE**

The Town Clerk advised that work was ongoing on this project and that they had trialled a walking route assessment tool that had been developed by WSP on the route from Tonedale to the Town Centre. Once feedback had been received on that further route assessments would be carried out.

**There being no further business, the meeting closed at 5.45pm**

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**Councillor Michael McGuffie**  
**Chairman**



# **REPORT FOR ENVIRONMENT AND OPEN SPACES COMMITTEE 19 JULY 2022**

## **Green Corridor Land**

### **1. Introduction**

- 1.1 The purpose of this paper is to set out the current position in relation to the Green Corridor Land and propose next steps in developing a Vision and Management Plan and putting in place a structure to support community engagement in the management of the land in the context of the Town Council structures.

### **2. Recommendations**

- 2.1 That the Town Council establish a Green Corridor Steering Group consisting of Town Councillors and representatives of interested community groups to support and advise the Town Council as the leaseholder of the land on the development and delivery of the vision and management plan
- 2.2 That the Steering Group develop and run a community consultation process to be completed before the end of October 2022 and report the findings back to the Committee and through that the Town Council.

### **3. Current Position**

- 3.1 At its meeting on the 5 July 2022 Somerset West and Taunton Council approved the purchase of the land known as the Green Corridor, as previously detailed, and that the land should, on purchase, be leased to Wellington Town Council on a long term lease (up to 125 years) for it to be responsible for its management.
- 3.2 Because of local government reorganisation in the County, under Section 24 of the Local Government and Public Health Act 2007 approval of the purchase and subsequent lease arrangements must be sought from Somerset County before it can be enacted. We understand that this decision can be taken at Executive Portfolio Holder level rather than committee and is about ensuring that proper process has been followed in reaching the decision that has been made. What is not clear is how long this process will take.
- 3.3 Whilst this process is running the process for purchasing the land and agreeing the detailed lease will proceed in parallel.

### **4. Next Steps**

- 4.1 It is proposed that a Green Corridor Steering Group be established to have oversight of the work associated with the Green Corridor Land including developing and reporting on the consultation process set out below. The Steering Group will report to the Environment and Open Spaces Committee which in turn reports to the Town Council.
- 4.2 It is suggested that the Steering Group should be chaired by the Chair of the Councils Environment and Open Spaces (EOS) Committee and

should consist of two further town councillors and no more than two representatives from each of the following groups:

- Somerset West and Taunton Council (from 1 April 2023 Somerset County)
- Transition Town Wellington
- Wellington Community Food
- Wellington Sport federation
- The Basin Volunteer Group
- A representative, preferably a tenant, from the Allotments
- Wellington Mills CiC
- Somerset Wildlife Trust

Other groups may be invited to join meetings for specific discussions and the membership of the group will be reviewed regularly. The Steering Group will be administered by the Town Council initially through the Town Clerk.

- 4.3 The purpose of the group will be to support the Town Council in carrying out the community consultation, developing the Vision and Management Plan for the land and have oversight of the delivery of the Management Plan. It will report to the EOS Committee and make recommendations for action/development to the Town Council through the EOS Committee.
- 4.4 . It is proposed that the consultation should commence before the end of September with a launch event to be followed by a month long consultation period utilising a range of approaches including online, paper and physical. Work has already commenced in drafting Vision and Consultation Documents as a starting point for the consultation and these are attached for information.

# WELLINGTON TOWN COUNCIL GREEN GRANTS POLICY

## 1. Introduction

1.1 Wellington Town Council is committed to supporting a vibrant and thriving local community, with the wellbeing of residents at the heart of services and activities on offer.

1.2 As a Town Council, Wellington has statutory powers to make grants to local charities and groups. . The purpose of such grants is to provide financial support to the wide range of organisations providing or developing services or activities around the Town.

1.3 Over the years many groups have benefited from the Council's grant scheme. This has enabled social, educational and leisure opportunities for the community that might not otherwise have been available to local people.

1.4 The Council has now decided to introduce a new Grant Scheme to support its drive for the town to seek to become carbon neutral by 2030. The purpose of the scheme is to encourage local groups and organisations to seek to develop initiatives that will contribute to reducing or offsetting carbon emissions, increase biodiversity and generally contribute to achieving net zero carbon emissions around the town and which if successful could be rolled out to the wider community.

1.5 Wellington Town council will set a yearly budget for green grants during its annual budget-setting activities, prior to the commencement of each financial year. Currently this is £15,000 (2022-2023).

1.6 The Council understands that it is responsible for public funds and the distribution of these funds needs to be properly managed. The awarding of grants is taken very seriously by the Council, and each application will be carefully reviewed before a decision is made.

1.7 This policy relates to the giving of awards under the Council's Green Grant Scheme and is not applicable to other forms of financial support which may be given.

## 2. Our Green Grants

2.1 Grants awarded will be in line with the Council's policy of supporting the local community and making a contribution to the life and well-being of the town. Particular priorities for this grant will be to support initiatives that will contribute to reducing or offsetting carbon emissions, increase biodiversity and generally contribute to achieving net zero carbon emissions around the town and which if successful could be rolled out to the wider community. All applications should clearly define the benefits of their project to local people in this context.

2.2 Grants applications will be considered monthly (see Section 6).

2.3 Application forms are available on request from the Council Offices and must be requested by the particular group intending to apply for a grant. Forms will not normally be made available through a third party.

### **3. Eligibility**

3.1 Applications are welcomed from local groups, organisations or partnerships seeking a financial contribution towards **developing initiatives that will contribute to reducing or offsetting carbon emissions, increase biodiversity and generally contribute to achieving net zero carbon emissions around the town and which if successful could be rolled out to the wider community.** General funding for day-to-day management of a particular group will not qualify.

3.2 Organisations applying for a grant must be operating on a voluntary, charitable or 'not for profit' basis

3.3 Green Grants can only be applied for where the project or activity has yet to take place. Retrospective funding will not be considered for costs incurred prior to the grant application.

3.4 Generally the organisation applying for funding will be expected to contribute to the service or activity for which the grant is being requested. There will be occasions however, based on the individual merit of an application, where the full costs will be met by a grant.

3.5 Awards will not normally be made to:-

- Projects whose primary objectives is to campaign or lobby;
- Individual rather than group applicants;
- Local branches that could be funded by their national or umbrella body or
- Send funds raised to their umbrella body for general purposes;
- Organisations who have already received a grant in the current financial year;
- Groups which already receive council funding through a Service Level Agreement;
- Groups with considerable financial reserves of their own.

Any exceptions to these guidelines will be based on the individual merits of the application.

3.6 Awards will not be made to:-

- Commercial enterprises set up to generate profit;
- Those supporting party political issues or opposing a political party;
- Groups or activities which appear discriminatory in nature;
- Activities that are not lawful or risk disrepute to the Council;
- Groups which are not considered financially viable;
- Groups which previously benefitted from a grant where monies given were not spent for the purpose provided;
- Health, education or welfare organisations whose services should be provided by statutory funding.

3.7 Applications from religious groups will be considered where a clear benefit to the



wider community can be demonstrated, irrespective of religious belief. Compliance with this requirement will need to be demonstrated throughout the project.

3.8 Applications from education, health or social services establishments may be considered where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community.

#### **4. Submitting Applications**

4.1 Applications must be made to the Council Office using the Council's Grant Application Form. Both paper and electronic applications are acceptable.

4.2 The applicant must state clearly their organisation's aims and objectives.

4.3 All requested supporting documentation must be included before any application can be considered, including relevant accounting statements.

4.4 The applying organisation is required to submit audited accounts, or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation or less formal group, a comprehensive budget and business plan.

4.5 The group must also submit a copy of its written Constitution, as formally adopted by the members of the organisation. Where the association is less formal a similar document of agreement between individuals will be acceptable.

4.6 The applicant must state if the organisation has applied for funds elsewhere, and if known, the outcome of this application. The Council must also be informed of any fund raising activities being carried by the applicant.

4.7 Council staff will not fill out application forms for the applicant. Staff will however give appropriate advice and support to enable the applicant to complete the form.

#### **5. Assessment Criteria**

5.1 Grant applications will be assessed with reference to the following criteria, which are in no priority order:-

- The application is submitted in line with the Council's policy;
- The application will show how the project will contribute to delivering the priorities in the Town's Climate Change Strategy
- The project to be funded has to be viable;
- The project will need to show whether it can be scaled up to benefit the wider community
- The grant should benefit residents of the town.
- 

#### **6. The Council's decision**

6.1 Wellington Town Council will ensure openness and transparency when awarding its Green Grants.

6.2 Green Grant applications will be reviewed monthly by the Council's Finance Committee. The Committee has delegated authority to agree grants of less than

£3,000. Where the application exceeds this amount the Committee will make a recommendation for formal approval at the subsequent full Council meeting.

6.3 Green Grant applications will be circulated with the agenda for the meeting

6.4 Councillors must clearly declare any interest associated with a grant application prior to the decision being discussed.

6.5 Green Grant applicants, or an alternative representative of their organisation will be invited to attend the council meeting where their application will be considered.

6.6 The applicant or representative will be offered the opportunity to speak in support of the application, under the Public Speaking agenda item, prior to the grant being decided.

6.7 Approval of the grant by either the Committee or, if more than £3,000, full Council will require a proposal which must be seconded. A vote by show of hands will then be taken. Applications require a simple majority vote to be approved. Where the vote is tied the Chairman will have the deciding vote.

6.8 Decision on or recommendations for grants will be recorded in the minutes of the Finance committee, and formal resolutions recorded at the subsequent council meeting.

6.9 A letter confirming the grant, stating the amount awarded will be sent to applicants within 5 working days of the council meeting.

6.10 Where a green grant has been declined, a letter will be sent to the applicants within 5 working days of the council meeting. Reasons why the grant has not been approved will be given so that organisations understand why they have not been successful.

6.11 Where further information is required, or a green grant has been declined for reasons relating to the actual application, the grant may be re-submitted once the shortcoming has been addressed.

6.12 The decision of the Council is final. There is no right of appeal for a green grant which has been declined based on its merits.

## **7. Payments**

7.1 Payments will be made by cheque or bank transfer within 5 working days of the council meeting, unless alternative arrangements are agreed.

## **8. Grant Conditions**

8.1 Wellington Town Council expects organisations which benefit from a grant to:-

- Identify any assets purchased through the grant as being acquired with the assistance of a grant from the Town Council;
- Have a group bank account, with at least two authorised signatories as cheques cannot be made out to any individual;
- Allow appropriate site or project visits by representatives of the Council,

subject to reasonable notice being given;

- Provide receipts or proof of expenditure subject to reasonable notice being given;
- Notify the Council immediately if the intended project is amended in any way;
- Have a full set of risk assessments for the activities to be carried out;
- Have Public Liability Insurance to cover services and activities to be provided.

8.2 Wellington Town Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified on the application form, or within a reasonable timeframe.

8.3 Wellington Town Council reserve the right to recoup any equipment provided by the grant should the organisation cease to exist within three years of the grant being paid.

8.4 Organisations that receive a grant will be required to agree an appropriate public acknowledgement of the Town Council's contribution.

## **9. Large & Capital Grants – Additional Conditions of Funding**

9.1 Wellington Town Council defines a large grant as any sum in excess of £3000.

9.2. The Council will only award a large grant in exceptional circumstances.

9.3 Capital grants are those towards buildings and/or facilities as opposed to services or activities.

9.4 Organisations requesting funds for buildings must provide evidence of security of tenure in the relevant property for a minimum of 7 years from the date that the grant is considered.

9.5 Organisations requesting funds for buildings must provide proof that the property is adequately insured.

9.6 Where appropriate any request for grant funding for buildings must be accompanied by the relevant permission to carry out such work.

9.7 As much notice as possible is required for any large grant application, this will ensure that if the grant is to be awarded the Town Council can make appropriate budgetary provision.

9.8 In the case of a large grant the award may be phased, by mutual agreement, over a number of years.

## **10. Promoting the Grant Fund**

10.1 The council will publish bi-monthly reports in its newsletter 'The Edge' stating which groups have received a grant, what for, and the monetary value of the award.

10.2 Successful applicants will be invited to return to council meetings, or to provide a written statement setting out what was achieved by the service or activity which received council funding.

10.3 Successes will be promoted by either party via appropriate web-sites, the press and social media.

## **11. Policy Review**

11.1 The Grants Policy will be reviewed annually, including the amount of the grant fund.

## **Environment and Open Spaces Committee – 19 July 2022**

### **Chestnut Close Play Area**

#### **1. Introduction**

- 1.1 The purpose of this paper is to seek the Committees views in relation to whether it wishes to recommend to the Town Council that it takes on ownership of the Chestnut Close Play Area.

#### **2. Background**

- 2.1 On 13 June the Town Council was contacted by Kate Hicks, Case Manager with Somerset West and Taunton Council (SWT) saying that SWT was going to apply to the Land Registry for possession of the Chestnut Close Play Area as it is currently unregistered. There is a Wellington Town Council sign at the play area, but it does not appear on our Asset Register. SWT currently maintain the play area at no cost to the Town Council.
- 2.2 The Town Clerk replied to SWT saying that given Local Government Reorganisation next year would it not make more sense for the Town Council to take possession. It was agreed that The Town Clerk would establish whether the Committee would consider recommending to the Town Council that it should take possession of the play area.

#### **3. Play Area**

- 3.1 Photographs of the play area are attached as an appendix to this report. As can be seen the equipment is old and poorly maintained. It is not known how well used the play area is or whether there is potential for more use if it was upgraded.
- 3.2 If the Town Council was to take on possession of the site, there would be costs associated with that:
  - Land registration and legal fees (one off) : Legal Fees £500 plus VAT – Land Registration to be determined based on size of plot of land
  - Ground Maintenance £116 per cut - 10 cuts per year £1,160pa (based on costs of Tonedale Play Area (ongoing) :
  - Additional Insurance (ongoing) £90pa plus Inspection Costs of £250pa
- 3.3 The Town Council would also have to consider whether it wants to upgrade the facilities in the play area as it has done at Tonedale. Further work would need to be undertaken to see if this was necessary but the refurbishment at Tonedale is costing £84k (plus VAT) to give a sense of what costs are involved. Individual costs from the Tonedale project that may be relevant to this area are as follows

Welfare	£600
Supply & Install Double Swing	£5,158
Swing surface	£4,360
Supply and install junior play structure	£12,697
Structure Surface	£5,766
Removals	£3,500
	<b>£32,081</b>

3.4 There is £42,500 S106 Funding available from the houses that have been built adjoining North Street Car Park for 'Outdoor Recreation' which could be utilised for upgrading the equipment in the play area.

Dave Farrow  
Town Clerk  
July 2022



## Appendix







## **WELLINGTON TOWN COUNCIL**

### **Minutes of a meeting of the Wellington Town Centre Committee held at United Reformed Church Hall, Fore Street, Wellington TA21 8AG on Tuesday 19<sup>th</sup> July 2022 at 6pm**

**Present:** Councillors J Lloyd, M Lithgow, N Powell-Brace, M Barr, C Govier, C. Booth, K Wheatley, K Canham. R Coupe.

Councillor J Thorne (in attendance not as a committee member)  
Dave Farrow – Town Clerk  
Annette Kirk – Deputy Town Clerk  
Alice Kendall – Assistant Clerk/Deputy RFO

3 members of the public

#### **154 APOLOGIES**

Apologies had been received from S Pringle-Kosikowsky, S Davis

#### **155 DECLARATIONS OF INTEREST**

Councillor J Thorne (Non-Committee Member) declared a personal interest in Agenda Item 6. Pop Up Shop, as his daughter rented the shop.

#### **156 MINUTES**

**RESOLVED** to approve and sign the minutes of the Town Centre Committee meeting held on 25<sup>th</sup> May 2022.

#### **157 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC**

None received

#### **158 WELLINGTON FOOTFALL COUNTERS**

- Deputy Clerk confirmed that all three sensors were now installed and that a training session had been booked with Proximity Future for Council Officers.
- Footfall comparable report 2021 v 2022 – was circulated prior to the meeting for information
- Somerset West and Taunton District Council to clarify the position regarding the Town Council's ongoing responsibility and management costs of all three sensors. The Committee to look at the ongoing management costs as to whether it will be viable to enter into a new agreement after the current agreement ends in December 2023. Deputy Clerk advised the Committee that additional costs could be incurred to remove the sensors.

## **159 POP UP SHOP**

To review lettings and bookings for the Shop – Deputy RFO/Assistant Clerk circulated her report prior to the meeting and gave an update.

- Bookings were very busy with only 2 empty weeks 18<sup>th</sup> and 25<sup>th</sup> July 2022.
- Four applications for Christmas bookings received for the first four weeks of the 6-week period. As per the policy.
- Window Leak – ongoing. Contact had been made with the Landlord to get the matter resolved. In the meantime, a notice is now on the pillar in the window to advise tenants, not to leave items in the window while the shop is unattended.
- The Committee discussed the possibility of acquiring a second Pop-Up Shop in the town. It was agreed that the Assistant Clerk/Deputy RFO should keep a log of booking enquiries including the number that could not be booked due to existing usage. The possibility of a second shop being used as a ‘community shop’ was discussed. As part of the report, a breakdown will be given of the enquiries that are from businesses vs charities/community groups. This will be reported back to future meetings going forward.

As per the recommendation on the agenda, it was proposed and seconded that the two large Pop Up Shop logos be removed from the windows and to add a new one on to the glass panel of the door. There were four votes in favour and five against so the motion was not carried.

**RESOLVED** to maintain the status quo on the window signage

## **160 REMEMBRANCE EVENTS 2022:**

- **Armistice Day – Friday 11<sup>th</sup> November 2022 at 11.00am**
- **Remembrance Sunday – 13<sup>th</sup> November 2022 at 3pm**

Project Plan was circulated prior to the meeting and was noted.

- The Town Clerk confirmed that on Remembrance Sunday traffic management would be carried out by Bridgwater Guy Fawkes Carnival Ltd, as the Police and PSCOs were unable to cover event.

## **161 CHRISTMAS 2022 – see attached Christmas 2022 budget:**

- a. Christmas Light Switch on Event: Time 2pm and 6pm – Light Switch on at 5pm to include stalls, Children, and music entertainment.

**RESOLVED** that the Christmas Light Switch on Event 2022 will be held on Saturday 26<sup>th</sup> November and that Christmas Light Switch on Events will be held on the last Saturday of November for the next five years until 2026, the period of this Council.

- b. Tonedale, Wellington – Christmas Lights and Christmas Tree

**RESOLVED** that Council Officers are given delegated authority to move forward with:

- 1) The installation of a tree at the detailed location provided that costs remain within the budget for additional lights and install after accounting for the additional lights at South Street (£4,000 balance approx.).

- 2) That motifs for the building be discussed as part of the overall contract review in 2023 and that information on planning obligations and views of Business Owners be sought in the meantime.

c. Joseph Welch Jewellers South Street

**RESOLVED** to proceed for the new curtain installation go ahead at a 1-year hire cost of £898 plus installation and take down (to be funded from the additional lighting budget) with a contribution of £500 from the owner of Joseph Welch for the initial fixing's installation. At the end of the current lighting scheme contract in 2023 the town lighting to be reviewed as a whole.

**162 TOWN CENTRE EMERGENCY HIGH STREET FUND - £25,000**

Town Centre Committee to decide on what projects to spend the money on. As per the terms of the Emergency High Street Recover Fund Agreement. The following Council Officers suggestions were discussed:

- a. Christmas – Street Entertainment for the “Christmas Light Switch-on” event and three Saturdays leading up to Christmas and Thursday 22<sup>nd</sup> December 2022

**RESOLVED** to proceed with Street Entertainment for the “Christmas Light Switch-on” event and three Saturdays leading up to Christmas and Thursday 22<sup>nd</sup> December 2022

- b. To refurbish two planters – one outside United Reformed Church, Fore Street. One outside Kamyko Hairdressers High Street – Create Landscaping provided quotation

**RESOLVED** to proceed with the refurbishment of two planters – one outside United Reformed Church, Fore Street. One outside Kamyko Hairdressers High Street and to accept the quotation from Create Landscaping Cost: £3,245.60 plus VAT.

- c. Community Photography Project – To Highlight Local Independent Businesses – Kathryn Gibbons, Local Photographer is working on a project to showcase the local independent businesses in Wellington. The Town Council to cover the cost of shop window wrap or bus shelter wraps.

Deferred to the next Committee meeting, as there was insufficient information to make a decision. Deputy Clerk to invite Kathryn Gibbons to attend September's committee meeting and to provide more information/example of how the window wrap will look.

- d. High Street Safari – new AR experience in Wellington – A Local Geogaming Platform.

**RESOLVED** not to proceed with the High Street Safari Geogaming Platform

- e. Emergency High Street Recovery Fund £100,000: Fingerpost Project – Councillor J Lloyd Chair gave an update that we expect delivery of the four fingerposts at the end of July. Abacus Construction Ltd to install. Deputy Clerk confirmed that we had received Planning Permission and Highways Permission to proceed with the installation.

Richard Coupe left the meeting

### **163 BUS SHELTERS**

Deputy Clerk gave an update following the online Teams Meeting on Friday 15<sup>th</sup> July 2022 with Paula Rigby Case Officer, Somerset West and Taunton District Council and Town Councillors:

- Somerset West and Taunton District Council currently have no budget to maintain the bus shelters in the town. It was agreed that they would do a survey of the bus shelters and to prioritise what work needs to be done and when.
- The Town Council have instructed GW Shelter Solutions to complete a survey of all the bus shelters and provide a quotation
- Paula Rigby copied into Sally Stark Somerset West and Taunton District Council had been emailed confirming the Town Council would like to start discussions in taking over the ownership/responsibility of the bus shelters.

### **164 STREET TREES:**

Assistant Clerk/Deputy RFO gave an update:

- Correspondence had been sent to Gwyn Hughes Somerset County Council to complete the Street Survey but still waiting a reply despite chasing multiple times.
- She has literature from a company that specialises in tree installation and suggested that contacting them be the next step to gather specialist advice.

The Committee was disappointed at the length of time this project was taking.

**RESOLVED** to give delegated authority to the Council Officers to contact specialist pavement tree installers to obtain quotations to complete the survey up to the limit of £3,000. Preferred quotation to be decided by the Mayor and Committee Chair. If the preferred quotation exceeds the £3,000 expenditure limit as set in the Committee's Terms of Reference, it will go to the next full council meeting for approval to proceed.

Councillor N Powell-Brace left the meeting

### **165 QUEEN'S PLATINUM JUBILEE CELEBRATIONS – 2<sup>ND</sup> TO 5<sup>TH</sup> JUNE 2022**

- Town Clerk gave a verbal report on what was seen as a successful four-day event
- A short film of photographs and videos had been put together and shared on the Council's Facebook page. The film had been circulated to Councillors and will be added to the Town Council's event web page.
- The Committee would like to look at holding other events in the town.

## **166 WELLINGTON IN BLOOM**

Councillor J Lloyd (Chair) gave update:

- Britain in Bloom judging took place Thursday 7<sup>th</sup> July 2022 – Councillor J Lloyd met up with two Judges, Ben Parker and Darren Hill from Somerset West and Taunton District Council at the Allotments. Then proceeded to Wellington Park and met up with Roger and Sandra Nunn -Friends of Wellington Park. From there, they met up with the Deputy Clerk in the Town Centre to look at the new planters, benches, notice boards and new bus shelter at Longforth Road Coach Park.
- Results will be out between October and Christmas 2022

## **167 WELCOME TO WELLINGTON SIGNS**

A report with various updates and recommendations had been circulated prior to the meeting.

- “Welcome To Wellington” signs: Deputy RFO/Assistant Clerk to go back to Somerset Sign and Print to add “Gateway to the Blackdown Hills AONB” – proof and quotation to include installation to be obtained.
- “Welcome to Wellington” sign will be reinstated at Cades and Tonedale
- Deputy RFO/Assistant Clerk to start work on applying for licences with Highways, Somerset County Council
- Wellington in Bloom additions will be removed and should the Town be successful in the Britain in Bloom 2022 competition a new sign will be added detailing the town’s successes.

**RESOLVED** to proceed with the purchase of two “Welcome to Rockwell Green” signs – cost £298.00 +VAT. One to replace existing sign in the same location in Hilly Head. One to be installed on verge outside caravan park, subject to Highways permission.

## **168 DATE OF NEXT MEETING:** Tuesday 20<sup>th</sup> September 2022 at 6pm – United Reformed Church Hall

The meeting ended at 7.50pm

.....  
Councillor Janet Lloyd  
Chairman

