



WELLINGTON TOWN COUNCIL

AGENDA

**Members of the Public and the Press are invited to attend all Council Meetings
(Public Bodies (Admission to Meetings) Act 1960)**

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting	TOWN CENTRE COMMITTEE
Time	6.00pm
Date	Monday 26 September 2022
Place	Community Centre, White Hart Lane, Wellington TA21 8HN

Councillors will be discussing all the items listed on the attached Agenda and minutes will be available online and on the Council Notice Board after the meeting.

Councillors and members of the public are reminded that they shouldn't attend the meeting if they or a someone they live with has tested positive for COVID or have COVID symptoms.

David Farrow
Town Clerk
07983 697740
townclerk@wellingtontowncouncil.co.uk
20 September 2022

Committee Membership: Councillors M Lithgow, J Lloyd, N Powell-Brace, M Barr, C Booth, K Canham, C Govier, K Wheatley
Richard Coupe, Sharon Davis, Donna Munson, Sean Pringle-Kosikowsky

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive declarations of personal or prejudicial interests, in accordance with the Code of Conduct.

3. MINUTES

To approve and sign the minutes of the Town Centre Committee meeting held on 19th July 2022.

4. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

Public Attendance: 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

5. WELLINGTON FOOTFALL COUNTERS

Councillor J Lloyd (Chair) to give update:

- Somerset West and Taunton District Council to confirm contract agreement between Proximity Future and the Town Council.

6. POP UP SHOP

A general update report is attached to the agenda.

7. REMEMBRANCE EVENTS 2022:

- **Armistice Day – Friday 11th November 2022 at 11.00am**
- **Remembrance Sunday – 13th November 2022 at 3.15pm**

The Town Clerk will provide an update at the meeting. The Project Plan is attached for information

8. RIFLES REGIMENT: FREEDOM OF THE TOWN 17 JUNE 2023

The Town Clerk will provide an update at the meeting. The Project Plan is attached for information

9. CHRISTMAS 2022:

- a. Market and Christmas Light Switch on Event – Date 26th November 2022. Time 9am to 7pm. Lights Switch on at 5pm.
- b. Wellington Produce Market to manage the Traders Stalls. All stall enquiries direct to Wellington Produce Market. We have requested space for Community Group Stalls.
- c. Town Council to manage the “Christmas Light Switch on” the Street Entertainment, Music Entertainment and Children’s Entertainment.
- d. Traffic Management – Bridgwater Guy Fawkes Carnival Ltd cost: £475.00
- e. Application to Somerset West and Taunton District Council – Free Town Centre Car Parking on Saturday 26th November 2022 – Approximate cost based on 2021 £911.00 plus VAT. Emergency High Street Fund to cover cost
- f. Lamp Post Banners for the “Market & Christmas Light Switch On” Event – Approximate cost for Platinum Jubilee Banners £1,500.00. Emergency High Street Fund to cover cost

RECOMMENDATION to approve that the Emergency High Street Fund to cover costs for Free Town Centre Car Parking for the “Market and Christmas Light Switch on” event on 26th November 2022 and Lamp Post Banners.

- g. Update on new lighting at South Street and Christmas Tree – report attached to the agenda.

10. TOWN CENTRE EMERGENCY HIGH STREET FUND

Councillor Janet Lloyd Chairman and Deputy Clerk to give update:

- a. Presentation by Kathryn Gibbons Local Photographer - Community Photography Project – To Highlight Local Independent Businesses. Town Council to cover the cost of shop window wrap or bus shelter wraps.
- b. Wellington Sculpture Trail – For consideration and discussion. Information report was circulated prior to the meeting. Additional costs to consider will be Highways/planning permission to secure the sculptures to the pavement. Two further quotations to be obtained. Approximate cost for project £20,000
- c. Creative Workshops For Children - For consideration and discussion. E.g. Halloween workshop run by 2 workshop leaders with all materials supplied. (Make and Take Workshop). Children aged 5-12 years. One day activity rate for up to 5 hours is £500 inc. Town Council to provide Town Centre venue. For more information www.childrenworkshops.net
- d. Fingerpost Project – Abacus Construction Ltd to complete installation by the end of September 2022.
- e. Emergency High Street Fund Cost. Report to be circulated prior to the meeting for information.

11. BUS SHELTERS

Town Clerk and Deputy Clerk to give update:

Somerset West and Taunton District Council (“SWT”) currently have no budget to maintain the bus shelters in the current financial year. They can only keep them clean. SWT cannot promise any extensive refurbishment prior to transfer or any dowry payments. We have been advised there is a freeze on Community Asset Transfers at the moment due to the LGR reorganisation. Sally Stark SWT to confirm if this will include the proposal to transfer the bus shelters to the Town Council.

- SWT owned 6 bus shelters. SWT and WTC having joint maintenance responsibility on 4 bus Shelters – Bus Shelter Schedule circulated prior to meeting.
- SWT provided a quotation from Jones Building Group £13,300 + VAT to rub down and paint bus shelters. Circulated prior to the meeting.
Please note Dobree Park Bus Shelter is owned by Clear Shelter and Wellington Town Council own the bus shelter in Longforth Road Coach Park.
- Town Council received a survey report and quotations from GW Shelter Solutions Refurbish and Repaint: Cost £11,704.64 + VAT (excludes fees for working on the highway and licences etc). To include quotations to replace the bus shelters at St. Johns Church, Milverton Road (One Stop), Rockwell Green (adj. to Italian Restaurant) Circulated prior to meeting. Circulated prior to meeting.

RECOMMENDATION to wait for the proposal from Somerset West and Taunton District Council’s Senior Management Team to transfer the bus shelters to the Town Council.

12. STREET TREES

Scans have now been carried out; a paper is attached to the agenda with details of the services that are below the identified areas.

13. BUDGET SETTING

The Committee needs to consider any items they wish to include in the 23-24 budget. A report is attached detailing the current budget lines the Committee often spend from, the current spend to date and an estimated year-end balance figure. Committees need to make recommendations to the next two Finance Committee meetings (October and November) where the budget will be developed.

14. WELCOME TO WELLINGTON SIGNS

The details of the Council's requirements for this project have been submitted to Highways who will provide and install the signs via their contractors. Mock ups and prices are awaited. Any information received before the meeting will be circulated by e-mail.

15. FILM FESTIVAL 30th September – 2nd October 2022

Councillor Keith Wheatley to give update.

16. DATE OF NEXT MEETING: Tuesday 15th November 2022 at 6pm – United Reformed Church Hall

David Farrow
Town Clerk
20 September 2022