

## 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.

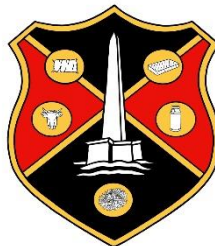
**153 LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN UPDATE**

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**





## Notes of the Wellington Town Council Green Corridor Advisory Group Meeting

### The Council Chamber

31 August 2022 at 7.30pm

#### Present:

Cllr Mike McGuffie (Chair) Wellington Town Council  
 Anita Roy, Wellington Mills CiC  
 Helen Gillingham, Transition Town Wellington  
 Yael Rowan-Wicks – Wellington Community Food  
 Steve Saunders – The Basins Volunteer Group  
 Katherine Church – SWT Council  
 Jane Browne , Wellington Sports Federation  
 Dave Farrow , Wellington Town Council

1. Welcome and Introductions – Mike McGuffie,  
 MM welcomed all those present, and people introduced themselves and explained who they were representing.
2. Terms of Reference – Dave Farrow  
 Draft terms of reference were tabled and are attached to these notes. DF explained that the Town Council had resolved to establish the Advisory Group the terms of reference showed how it fitted in to the Council structure and explained what its role was. There are still a couple of groups not represented on the Group which DF will be addressing.

AR suggested that given the waterways running through the land it would be useful to have someone with expertise/knowledge in that area. KC said that she was meeting someone from Somerset Wildlife Trust soon whose roll relates to waterways, and she would ask them if they would be interested. **ACTION KC**

The Draft Terms of Reference will be presented to the Environment and Open Spaces (EOS) Committee at its meeting on the 20<sup>th</sup> September. **ACTION DF**

3. Update on Progress of Purchase – Dave Farrow  
 DF explained that the political process had now been completed following sign off by Somerset County Council and the legal process of purchase and setting up the lease had commenced. At this stage there was no timescale for completion.

#### 4. Consultation – process, timing and questions – all

DF said that the Town Council had resolved that a public consultation should be carried out over the Autumn with the outcomes being reported to the EOS Committee meeting in January and The Town Council meeting in February. He had made some suggested changes to the initial draft that had been produced previously of the consultation document which he would circulate after the meeting.

It was agreed that

- some information about demographics of those completing the survey should be included. **ACTION** DF to draft
- a video/drone footage of the land to promote the new arrangements and the consultation would be useful. AR suggested someone the CiC had used – **ACTION** DF to make contact for costs for consideration by EOS Committee.
- Consideration needs to be given to the purpose of the consultation to make sure it is focussed. DF suggested it should at this stage be used to develop the Vision rather than be too detailed. Further specific, more detailed consultations could be carried out when the need arose. **ACTION** DF to draft outline process and time frame

#### 5. Development of Management Plan – Dave Farrow/all

DF explained that as part of the lease arrangements a Management Plan would need to be developed. After some discussion it was suggested that initially the Management Plan should focus on the basics of the maintenance of it as is ensuring access is maintained as is and that it is a safe environment. This will develop as the use of the land develops. It was agreed that some baselining would be required to enable the impact of actions taken to increase biodiversity etc to be assessed. **ACTION** KC to look at how this might be done also DF to discuss with Adam L following previous discussions.

There was a discussion about the different levels of plan that would be required, and DF suggested the following:

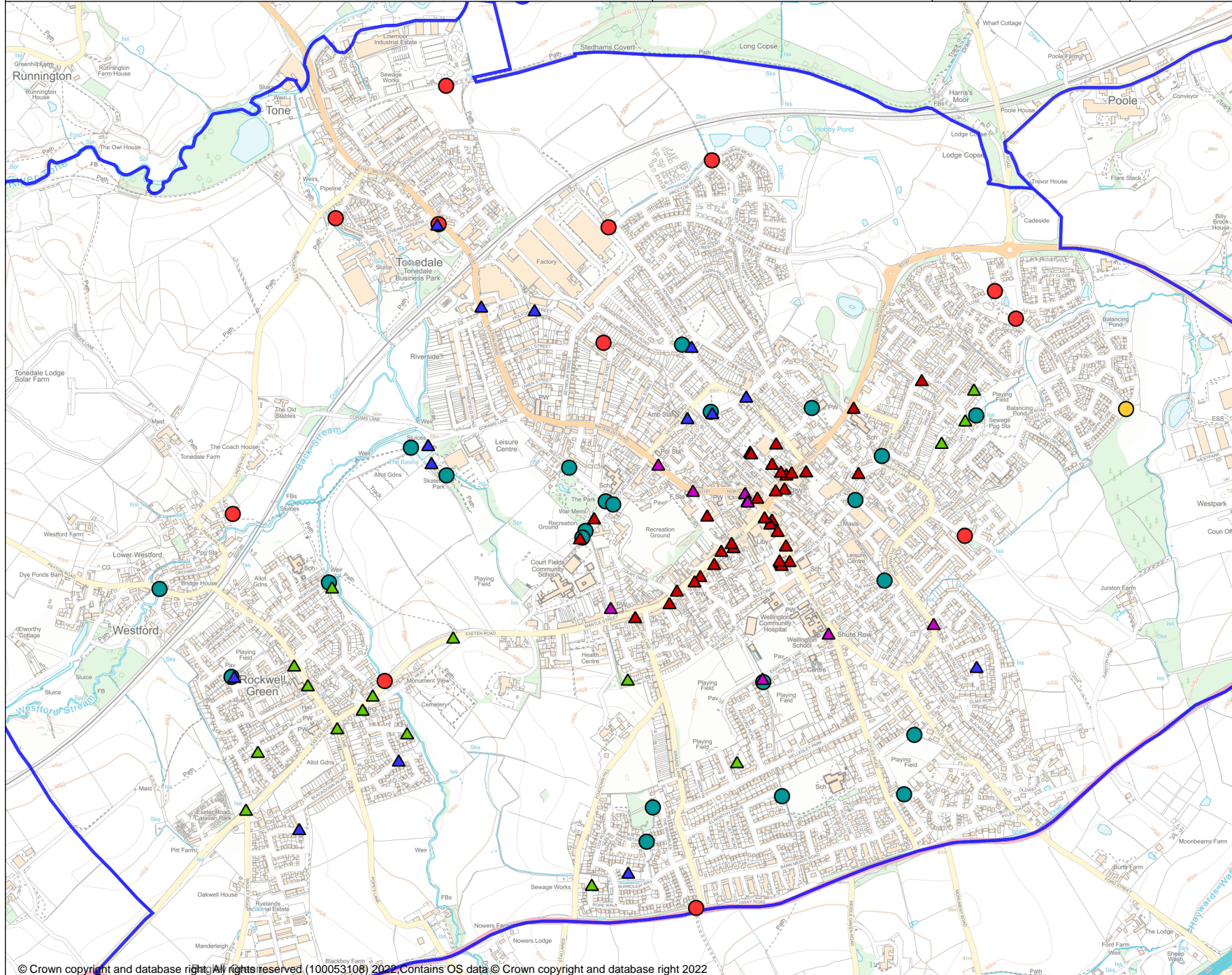
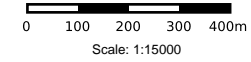
Vision – this sets out the high level aspiration for how the land will be used and the expected impact actions will have on increasing biodiversity and reducing the towns carbon footprint over time.

Development Plan – the plan that sets out the actions we will take and when we will take them to deliver the aspirations set out in the Vision.

Management Plan – the plan that sets out the day to day management of the land which will evolve as the use of the land evolves following on behind the Development Plan.

#### 6. Date of Next Meeting

Agreed to meet again last week in September. DF to ask Rebecca Hunt to get dates diaries up to next summer.



**Dog Bin Review**

- SWT Bin
- WTC Bin
- WTC New Bin on Order
- ▲ SWT Litter Bin 2x Empty PW
- ▲ SWT Litter Bin 3x Empty PW
- ▲ SWT Litter Bin 5x Empty PW
- ▲ SWT Litter Bin 1x Empty PW





**Wellington Town Council – Climate change Action plan – ASSESSMENT AND MANAGEMENT**

**This is an EXTRACT from OVERVIEW ASSESSMENT AND MANAGEMENT worksheet – ALL updates should be made on that tab – this worksheet is protected from data entry**

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<b><u>REF</u></b>	<b><u>ACTION TYPE</u></b>	<b><u>ACTION TITLE</u></b>	<b><u>ACTION Summary</u></b>	<b><u>Comments / progress / results</u></b>
PROJ1	Project	Get ideas and actions	get more action plan ideas from the community and from other similar councils / guidance	0
PROJ2	Project	Frome	get resources / ideas / tools	Done  Frome action plan is long, ambitious and focused on ambitious carbon reduction schemes.  It would be beyond our capacity and it is better at our level to focus on resilience and adaptation and avoid schemes that go against the grain of the central government plans.
PROJ3	Project	Glastonbury	get resources / ideas / tools	Done.  Reviewed as part of drawing up WCT climate strategy.  Look at acton plan again for some ideas
PROJ4	Project	parishes	Contact and meet	0
PROJ5	Project	Stakeholder consultation	Create stakeholder plan	0

PROJ6	Project	publicity plan	Publicity plan	0
PROJ7	Project	Identify key areas of work	What are the biggest opportunities Within the council In the community To reduce / adapt / resilience / Biodiversity / community benefits re: CO2 emissions	0
PROJ8	Project	Benchmarking	Current emissions and reduction measurement	0
PROJ9	Project	staffing	Assess staffing needs for strategy / Action plan delivery	0
INT1	Internal	assets	increase detail in asset register	0
INT2	Internal	councillor induction	Include climate in new councillors induction	0
INT3	Internal	procurement	Plan and standards for Suppliers Purchased services and assets	0
INT4	Internal	Printing	Print less colour ( use b and w to save money) Recycled paper Print Less	0
Comm1	Community	active transport links	Within town and to villages	0
Comm2	Community	buses	increase use of buses (for instance through low fare schemes)	0
Comm3	Community	Co cars	Firm offering short term, on street car hire Being evaluated for Taunton by SWT	0
Comm4	Community	Eco / low carbon corridors	Travel and nature links in town and to villages	0
Comm5	Community	free travel club	Reduce cost of travel Financial Environmental	0
Comm6	Community	fuel poverty	fight fuel poverty by increasing fuel efficiency	0

20220913-WTC-CLIMATE CHANGE ACTION PLAN V.5.ods SUMMARY LIST OF ACTIONS

Comm7	Community	garden sharing	Cultivate more of the town; Increase local food	0
Comm8	Community	Garden town	Taunton based idea which might attract funding?	0
Comm9	Community	green corridors	Within town and to villages	0
Comm10	Community	housing coop	Improve quality of life and Bring derelict buildings into use Would be in conjunction with other bodies	0
Comm11	Community	insulation	Reduce use of gas and electricity Would be in conjunction with other bodies	0
Comm12	Community	local electric grid	Increase local renewable power generation Promote resilience to price increases / supply problems	0
Comm13	Community	Peer to Peer car hire	Improve use of current car stock	0
Comm14	Community	reduce speed limit	improve safety and active travel	0
Comm15	Community	shared cars to Taunton	reduce cost of travel / increase availability	0
Comm16	Community	film Solent green	As part of film festival	0

Comm17	Community	tree planting	On space land in Town On larger spaces within parish and In Local Community Network	Needs through planning and assesment before going ahead. May be better to break down into smaller projects in an overall programme and assess each project separately Somerset wide strategy being produced in December 2022  We are only starting on the Wellington Tree policy / plan, so are looking into feasibility / locations / suitable trees and funding / costs / benefits first.  The vision is to measure the current tree cover and then increase it through: car parks (public and private) street Trees Trees on public land Trees in private gardens (esp fruit trees) Trees on farmland (both in Wellington and in neighbouring parishes) the idea being to provide more shade and habitats as the climate warms in as cost effective way as possible.
Comm18	Community	Welly – Taunton cycle way	Yes please Promote rolls Royce and mini solutions	Some concerns over practicality, Low impact and high cost,
Comm19	Community	Film climate change	As part of film festival	TTW are providing this

## PLAY AREAS

*For Environment and Open Spaces September 2022*

### 1 Tonedale (Richards Close)

The items for the main refurbishment are still in production but I hope to receive a date for installation by the 1<sup>st</sup> week of October.

Following the complaint of noise cause by footballs etc. hitting the metal railings of the MUGA pitch (presented at the last meeting), I contacted the original installer who visited the site to carry out an inspection. They explained that sometimes the bolts can come loose overtime causing the metal panels to rattle, this can be remedied with new bolts and rubber washers. They reported that the MUGA is still in very good condition and that upon inspection the bolts appear to be tight and the panels do not rattle when pushed. Replacing the bolts involve removing (and probably breaking) each plastic cover, replacing each bolt and adding a rubber washer then re-covering with a new plastic cover. To carry this out on the MUGA, the materials required would be 216 bolts, 432 rubber washers and 432 covers. Given the condition of the unit and that this would also be a full day's labour for two people, they do not feel it is an economical project to carry out.

### 2 Chestnut Drive

Following agreement to assume responsibility for this area and register it with H M Land Registry, the Clerk passed this to our solicitors. To make a first registration of land, proof of maintenance etc. must be provided. As this has been carried out by SWT, the Clerk asked if it would continue with the application and then transfer it to Wellington Town Council. He was advised on 16 September that SWT would indeed continue with the transfer application but that it would not be transferring it to the Town Council on completion. There is currently a moratorium on discussions about asset transfers whilst the reorganisation to a unitary authority is underway.

### 3 Corner Close

Another play area with an old 'Wellington Town Council' sign but has been maintained to a basic standard by SWT. A search at the Land Registry shows that the land is still listed as owned by the original developer who now appears to be part of Persimmon Homes. Some images of the area are attached. It is in a reasonable condition overall.

**The Committee should consider if they would like to recommend to Full Council that the Town Council approach Persimmon and SWT to take ownership of the area. Estimated costs based on quotes from other areas**

- **Solicitors Fees £500 (quote for Chestnut Drive)<sup>1</sup>**
- **Insurance £90pa (quote for Chestnut Drive)**
- **Inspections £250pa (current cost for Tonedale)**
- **Grass cutting £116 per cut X 10 per year (price for Tonedale)**

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<sup>1</sup> Professional Fess reserve current balance £20k, no estimated spent to Yr end at present.

#### **4 Burchills Hill/Weavers Reach**

After receiving a query about a path next to this area, the Deputy Clerk discovered that the land still was still registered to the developer. The company folded and the land has been passed to the Crown Estate. Correspondence from their solicitor is attached. Images are also attached for information. The general condition is reasonable but some of the surfacing has started to shrink away from its edging. This looks to have happened before and has been patched. This is a common issue for wet pour surfacing with concrete edges (the new surfaces for Tonedale will be blended directly into the ground to prevent this from happening). Some repair work is required to the perimeter fence and the spring or mechanism in one of the self-closing gates is not working/broken. The equipment would benefit from being cleaned.

**The Committee should consider if they would like to recommend to Full Council that this is passed to Solicitors to engage with Burgess Salmon to bring the land into Council ownership. Related initial costs**

- **Solicitors Fees £500 (quote for Chestnut Drive)**
- **Initial land cost £5,000 (min. Burgess Salmon will accept)<sup>2</sup>**
- **Crown costs £3,500 (see Burgess Salmon letter)<sup>3</sup>**

**Ongoing cost based on quotes from other areas**

- **Insurance £90pa (quote for Chestnut Drive)**
- **Inspections £250pa (current cost for Tonedale)<sup>4</sup>**
- **Grass cutting £116 per cut x10 per year (price for Tonedale)**

#### **5 General Condition of SWT Play Areas**

Councillor Booth has approached District Councillor Berry (Executive Member for Parks, Leisure and Open Spaces) to arrange a day of site visits to all the play areas in Wellington to assess their overall condition. As well as Councillors Booth and Berry, this meeting will be attended by Councillor McGuffie (Chair of E&OS), an officer from SWT (likely Darren Hill) and Alice Kendall (Deputy RFO). A date is awaited, and has been chased with SWT, and a report will be brought back to a future E&OS meeting.

In preparation for this project and given the circumstances of some of the play areas mentioned above, I have gathered information from HM Land Registry on the areas in SWT's list of play areas. Some are not registered, and I will address this at the meeting.

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<sup>2</sup> This can be funded from either the Capital Projects reserve (£50k balance) or the Green Corridor budget (£13k est. yr end balance) given its location next to Fox's Field.

<sup>3</sup> Professional Fees reserve (£20k) is available for this spend or Green Corridor as above.

<sup>4</sup> Cost of Inspections might vary based on number to be done. Currently provided via insurance which may not be the most cost-effective way. This can be investigated when the next insurance review is done (early 2023)















For the attention of Alice Kendall

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**By Email: [alice@wellingtontowncouncil.co.uk](mailto:alice@wellingtontowncouncil.co.uk)**

Our ref: JF07/RO01/31932.9977/FARAN

Your ref:

13 September 2022

When telephoning please ask for: James Farani

**SUBJECT TO CONTRACT AND DEED**

Dear Sirs,

**Property: Land at Tonedale, Wellington (comprised within the former title number (ST200245))**  
**Company: Courtleigh Securities Limited (2357745)**

Thank you for your email 18 August 2022.

**INTRODUCTION**

We have now reviewed the limited information that we hold in relation to the Property and its previous owner. This letter explains the current status of the Property and the role of The Crown Estate in relation to it.

However, please note that our initial view is that we consider that a disposal of the Property might be possible in this instance, and the rest of this letter sets out the procedure which must now be followed.

We recognise that the law relating to escheat is complicated and recommend that you take your own independent legal advice in relation to the Property.

**LEGAL BACKGROUND**

Following the disclaimer of the Property by the Treasury Solicitor, the Property may be deemed subject to escheat to the Crown at common law. By longstanding convention, properties that are subject to escheat fall to be dealt with by The Crown Estate, for whom this firm acts.

In accordance with legal advice given on previous occasions, The Crown Estate does not propose to take any action which might be construed as an act of management, possession or ownership in relation to the Property, since to do so may incur upon it liabilities with which the Property is, or may become, encumbered. Neither this letter nor any other correspondence passing between us should be construed as such an act.

**THE CROWN ESTATE'S POLICY**

A disposal of such interest as The Crown Estate may have in the Property is not, however, out of the question.

The Crown Estate's policy would be to give an appropriate person or body the opportunity to purchase the Property.

WORK\46256998\1

Classification: Confidential

## CONSULTATION

The Crown Estate's policy in situations where property may be deemed subject to escheat is that persons who may have a legitimate interest in the future of the Property or who may be adversely affected by its sale should be given the opportunity to participate in its purchase. We would therefore expect to see evidence that appropriate consultation has been carried out prior to any sale, although unanimity of agreement of all consulted parties is not a prerequisite for a sale. We are willing if necessary to discuss with you how consultation should be carried out.

## SHARING YOUR INFORMATION

It may be necessary for us to share your or your client's personal data with interested third parties for the purpose of progressing your interest in the Property. Any personal data we share shall be limited to that which is necessary for the consultation process outlined above to be carried out effectively and shall be done in reliance on that legitimate interest. For more information on how we process personal data, please see our Privacy Policy on our website: <http://www.burges-salmon.com/privacy-policy/>. Please let us know if you do not wish for your data to be shared in this way, although please understand that this may result in additional delays and costs in relation to the consultation exercise.

## THE PROPERTY

Any disposal would be subject to any mortgages, legal charges or other encumbrances which might exist against the former freehold interest in the Property.

So that we may become clearer about the nature of the Property, would you please let us know if you or your client are aware of any development proposals, planning consents or disputes which might affect the Property, either directly or indirectly and the reason for your client's interest in the Property and intentions in relation to it.

## EXTENT OF PROPERTY

If a disposal is possible, The Crown Estate would only be able to grant a new freehold interest in respect of all land comprised within the former title number **ST200245**. The Crown Estate would be unable to agree to a disposal of only the part, as doing so would constitute an act of management in relation to the remainder.

For your ease we attach Land Registry MapSearch screenshot showing the extent of the land remaining within the former title. Any disposal (if agreed) would need to be of **all** the land shaded green on the map.

## CONSIDERATION

The Crown Estate is under a statutory obligation to obtain best value for any disposal it may effect.

If we are able to agree a disposal of a freehold then a consideration would be payable of market value subject to a minimum of £5,000. The purchaser will also be responsible for:

- (a) A minimum contribution to The Crown Estate's legal costs, in a straightforward case, of £2,500 plus VAT and reasonable disbursements; and
- (b) The costs of any market appraisal which is required, estimated at between £1,000 and £2,000 plus VAT in a straightforward case.

## FEES

Before we can undertake any further work, The Crown Estate requires a contribution to its legal costs in relation to this matter, which is limited to £750 plus VAT at this stage.

Please provide your undertaking to be responsible for a contribution to this firm's legal fees incurred in connection with this case which, for professional purposes, you may limit to a total of £ 750 plus VAT and reasonable disbursements (to include official copy register entries and companies house searches). Please note:

- (a) Your undertaking must apply whether or not there is a disposal of the Property; and
- (b) We may call upon this undertaking if you tell us that your client does not wish to proceed or if, in our opinion, your client is not an appropriate purchaser, or is unable to or will not proceed to completion within a reasonable period of time. We may also call upon this undertaking if new facts emerge or circumstances occur which might affect any proposed disposal.

We trust that this letter has been helpful to explain this complex and arcane area of our property and constitutional law, and the constraints upon The Crown Estate in dealing with properties that may be subject to escheat.

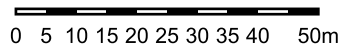
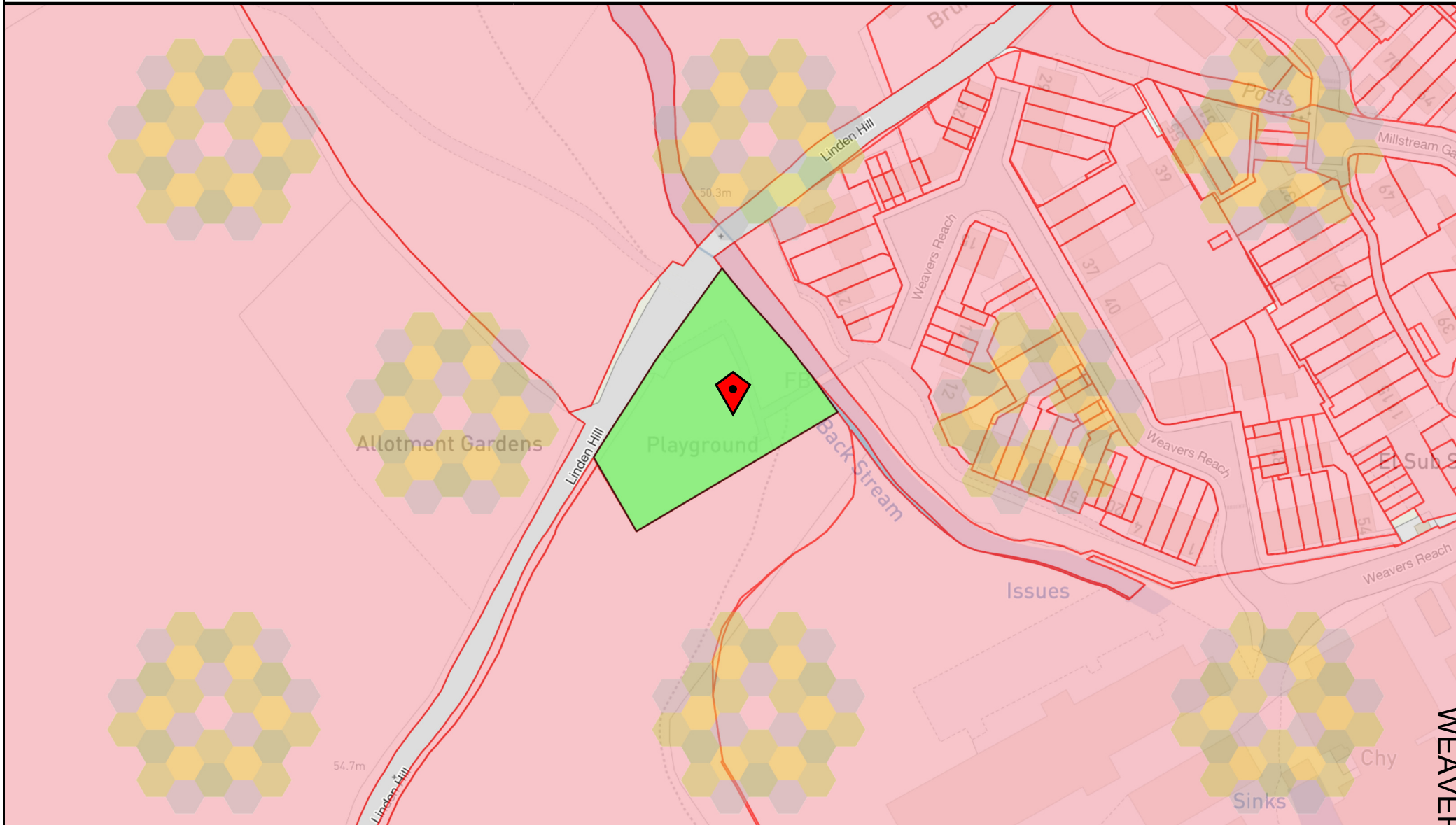
Yours faithfully

*Burges Salmon LLP*

BURGES SALMON LLP







Map scale 1:1250

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 Data last updated 10:00pm 12 SEPTEMBER, 2022

AGENDA ITEM 9  
 WEAVERS REACH



Title number	Estate information	Address
ST200245	Freehold	LAND AT, TONEDALE, WELLINGTON

A Google MyMap was created to highlight the locations of key issues and suggested improvements identified from the walking route audits, accessible through the link below:



The route audits were carried out as follows:

- KWR 1 – Tonedale (Milverton Road, Station Road, Waterloo Road, North Street) on 29/06/2022
- KWR 2 – Chelston (Taunton Road, High Street) on 16/08/2022
- KWR 3 – Rockwell Green (Exeter Road, Mantle Street, Fore Street) on 15/08/2022



Improving  
LIVES



# Examples of Issues and Potential Improvements

Issues	Potential Improvements	Reasons & Benefits
Wide junction	<ul style="list-style-type: none"> <li>Tighten turning radii</li> <li>Installing a continuous footway</li> </ul>	<ul style="list-style-type: none"> <li>Traffic calming</li> <li>Pedestrian priority</li> <li>Cater for pedestrian desire lines</li> </ul>
No crossing	<ul style="list-style-type: none"> <li>Instal a zebra/tiger or signal crossing</li> </ul>	<ul style="list-style-type: none"> <li>Continuity where footway ends</li> </ul>
Uncontrolled crossing	<ul style="list-style-type: none"> <li>Change to zebra/tiger or signal crossing</li> </ul>	<ul style="list-style-type: none"> <li>Pedestrian priority</li> </ul>
Long wait times for pedestrians crossing at signal crossing	<ul style="list-style-type: none"> <li>Traffic signals updated to allow for more frequent crossing</li> </ul>	<ul style="list-style-type: none"> <li>Reduce pedestrian journey time</li> </ul>
Staggered crossings that add to pedestrian journey time	<ul style="list-style-type: none"> <li>Change to single phase crossing</li> </ul>	<ul style="list-style-type: none"> <li>Traffic calming</li> <li>Cater for pedestrian desire lines</li> <li>Improved safety</li> </ul>
No footway provision	<ul style="list-style-type: none"> <li>Install new footway</li> </ul>	<ul style="list-style-type: none"> <li>Improve access</li> <li>Improve safety</li> <li>Improve comfort</li> <li>Cater for pedestrian desire lines</li> </ul>
Narrow footway	<ul style="list-style-type: none"> <li>Widen existing footway</li> </ul>	
Uneven, sloped, or damaged footway	<ul style="list-style-type: none"> <li>Repair/replace existing footway</li> </ul>	
Obstruction to footway	<ul style="list-style-type: none"> <li>Remove/move barriers and obstruction</li> </ul>	
High traffic speeds	<ul style="list-style-type: none"> <li>Reduce 30mph to 20mph</li> <li>Remove centre line markings</li> <li>Traffic calming features such as kerb build outs, controlled crossings, and street trees</li> </ul>	<ul style="list-style-type: none"> <li>Improve safety</li> <li>Improve comfort</li> <li>Supported by other improvements</li> </ul>
Missing tactile paving	<ul style="list-style-type: none"> <li>Install tactile paving</li> </ul>	<ul style="list-style-type: none"> <li>Improve access</li> <li>Improve safety</li> </ul>
Fear of crime	<ul style="list-style-type: none"> <li>Install or enhance lighting along footway</li> </ul>	<ul style="list-style-type: none"> <li>Improve safety</li> <li>Improve comfort</li> </ul>

# Summary of Potential Improvements

All KWRs

Improvement Type	Improvements	Number of Length or Instances
Crossings	New controlled crossing	10
	Upgrade uncontrolled crossing	12
	Upgrade controlled crossing	8
Wide Junctions	Tightening turning radius	32
	Continuous footway	23
Footway Provision	New footway	800m
	Widen footway	1,350m
	Repair/replace footway	550m
	Remove barriers/obstructions	4
Accessibility & Safety	Tactile paving	3
	Lighting (new & enhanced)	950m

*Includes town centre junction that all KWRs end at*



Improving  
LIVES



## NOTICE BOARDS

*For Environment and Open Spaces September 2022*

### 1 Background, Locations and Current Condition

#### Basins

The Basins Volunteer Group have approached Council Officers to discuss the possibility of the Council funding the purchase and installation of a new notice board at the Basins. It is understood that there may have been some discussion or agreement in the past (i.e. pre-Covid) but due to the lack of meetings and staff changes, it would appear that this has been somewhat lost along the way.

The current wooden notice board is in a very poor state. The posts and frame have rotten significantly, and the Perspex is now cloudy. The metal hardware (hinges and locks) are also rusting. Appendix A contains images of the current board.

Having discussed this with the Town Clerk, it was felt that if the Council provided a new notice board, it could be shared with the group and used to promote the Council's upcoming work surrounding the Green Corridor project.

The board is 152cm wide and 93cm tall and has capacity for approx. 6 sheets of a4 on each side.

#### Tonedale

It is understood that the notice board in Tonedale was installed by the Tonedale Action Group which we understand no longer operates. This board is also in a poor state with rotten wood, rusted hardware and a missing window panel. Although the doors have a padlock, notices are still often posted on the side that has the missing clear panel. Images are included in Appendix A.

The board is 138cm wide and 120cm tall and has capacity for approx. 6 sheets of a4 on each side.

### 2 Options for replacement

The options below are for notice boards as close in size to the existing as available. Both notice boards are not of a standard size so I have selected A1 size displays for the Basins which can hold either 8 or 9 sheets depending on the orientation and A2 size displays for the Tonedale board which will hold 4 sheets.

Prices include Mounting posts and header. Images of each option are set out in Appendix B.

### Option 1 Like for like – Wooden

<b>Company</b>	<b>Basins</b>	<b>Tonedale</b>
The Parish Notice Board Company	Oak Notice Board Magnetic board inserts as standard Toughened glass glazing 2 door, a1 poster cases  <b>£1,550 + VAT</b>	Oak Notice Board Magnetic board inserts as standard Toughened glass glazing 2 door, a2 poster cases  <b>£1,375 + VAT</b>
Green Barnes	2-bay, 9 x A4 oak noticeboard (Ref: D9A4/O) Toughened glass glazing Sundeala pin board as standard  <b>£ 1,926.74 + VAT</b>	2-bay, 4 x A4 oak noticeboard (Ref: DN/O) Toughened glass glazing Sundeala pin board as standard  <b>£1,541.41 + VAT</b>

### Option 2 – Aluminium framed

<b>Company</b>	<b>Basins</b>	<b>Tonedale</b>
The Parish Notice Board Company	Prestige Range Magnetic board inserts as standard Toughened glass glazing 2 door, a1 poster cases  <b>£1,485 + VAT</b>	Prestige Range Magnetic board inserts as standard Toughened glass glazing 2 door, a2 poster cases  <b>£1,290 + VAT</b>
Green Barnes	2 bay, single or double-sided, A1, A-Multi Contemporary aluminium noticeboard (Ref: AF30MC/DA1) Toughened glass glazing Magnetic board as standard (white)  <b>£1,368.59 + VAT</b>	2 bay, single or double-sided, A2, A-Multi Contemporary aluminium noticeboard (Ref: AF30MC/DA2) Toughened glass glazing Magnetic board as standard (white)  <b>£ 1,126.69 + VAT</b>



### Option 3 – Recycled material

<b>Company</b>	<b>Basins</b>	<b>Tonedale</b>
Green Barnes	2-bay, 9 x A4 Man-made Timber noticeboard (Ref: PD9A4) Toughened glass glazing Sundeala pin board as standard  <b>£1,982.44 + VAT</b>	2-bay, 4 x A4 Man-made Timber noticeboard (Ref: PDN) Toughened glass glazing Sundeala pin board as standard  <b>£1,349.78 + VAT</b>
Notice Boards Online	Recycled Aluminium – Quotation Awaited	Recycled Aluminium – Quotation Awaited

### 3 Installation Costs & Maintenance

#### Basins

The Basins Volunteer Group have offered to install this notice board (dig new holes and concrete in posts). The Council will have to meet the costs of some bags of Postcrete or similar (£13.76 for 20kg bag).

#### Tonedale

To save on cost and man power, the installation of the replacement board can be added to the works required in this location for the manhole etc. required for the new Christmas tree. The additional cost to that quote is £540.

#### Maintenance

The Council might consider replacing these boards with either the aluminium or recycled option to significantly reduce maintenance requirements. These will have a much greater life span than a wooden option and will only require cleaning rather than sanding and staining etc.

### 4 Budget Considerations

The replacement of the Tonedale notice board can be funded from the Community Services and Priorities budget which currently has a balance of £4,377.82

Given the proposed use of the board at the Basins, it can be funded from the Green Corridor budget. This currently has no spend against it with a balance of £20,000.

# APPENDIX A - IMAGES

## BASINS



## TONEDALE



## APPENDIX B – PRODUCT DETAILS

**The Parish Notice Board Company –  
Oak Notice Board**



**Green Barnes – Oak Notice Board**



**Parish Notice Board Company –  
Prestige Notice Board installed at  
Burrough Way**



**Green Barnes Aluminium Notice Board**



**Green Barnes Man-Made Timber Notice  
Board**





**Wellington Town Council  
Net Position by Cost Centre and Code**

**Cost Centre Name**

Environment and Planning			Receipts		Payments		Current Balance		Estiamted Spend	Estiamted Income	Yr End Balance	Notes
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	Budget		to Year End	to Year End	Est.	
47	Grasscutting				3,740.00			3,740.00			3,740.00	No spend for several years
48	Weedkilling				1,215.00			1,215.00			1,215.00	No spend for several years
49	Emptying Dog Bins				8,112.00	1,731.60		6,380.40	7,966.00		146.00	2 quarters with 10 bins, 2 quarters with 13
50	Provision of Benches & Litter/Dog Bins				2,500.00	546.99		1,953.01	1,150.00	1,150.00	2,500.00	Provided 2x benches for WBVG but will be repaid
51	Planning Administration				2,160.00			2,160.00	1,800.00		360.00	£150 per meeting (x12)
52	Environmental Improvements	20,000.00			20,000.00	749.00		39,251.00	10,749.00		29,251.00	Street Tees? £10k?
113	Electricity for Street Light				450.00	424.76		25.24	850.00		-400.00	x2 current spend (2 bills received)
129	Additional Street Lighting				1,500.00	7,748.02		-6,248.02	7,748.02		-6,248.02	New lights agreed previously
130	Land at Westford				5,000.00			5,000.00	2,500.00		2,500.00	Grass cutting
131	Green Corridor				20,000.00			20,000.00	7,000.00		13,000.00	Basin Notice board? + Solicitors fees for lease etc.
		<b>£20,000.00</b>			<b>64,677.00</b>	<b>11,200.37</b>		<b>73,476.63</b>	<b>39763.02</b>	<b>1150.00</b>	<b>46,063.98</b>	

Grounds Maintenance and Allotments			Receipts		Payments		Current Balance		Estiamted Spend	Estiamted Income	Yr End Balance	Notes
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	Budget		to Year End	to Year End	Est.	
45	Tone Play Area				1,000.00	2,899.70		-1,899.70	15,000.00	10,000.00	-4,000.00	S106 £10k income & spend for refurb. remaining from CIL line. Cutting back and laying of pavers still required plus regular grass cutting

NB - Should the committee want to move forward with taking ownership of the play areas discussed earlier in the meeting, I would suggest creating a new Cost Centre for Play Areas to contain the existing line for Tone Play Area and new lines for the others to properly budget for grass cutting and other maintenance items. - AK.

