



# 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	<b>TOWN CENTRE COMMITTEE</b>
Time	5.00pm
Date	Tuesday 15 <sup>th</sup> November 2022
Place	United Reformed Church Hall, Fore Street, Wellington TA21 8AG

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 should not 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](mailto:townclerk@wellingtontowncouncil.co.uk)  
9<sup>th</sup> November 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 26<sup>th</sup> September 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. SOMERSET TRASH TRAIL 2022**

a) David and Kelly Durden to do a presentation on Somerset Trash Trail 2023. An initiative to raise vital funds, awareness, and to educate people about our environment, and our impact. Trash Trail Project Package circulated prior to meeting.

David and Kelly Durden to speak about their involvement with the Dragon and Toad Trails and how they could help Wellington Town Council if they wanted to do their own trail.

b) To consider a Sponsorship Package level – cost to be met from the Town Centre Cost Centre – Budget Line Town Centre Projects.

### **6. KINGS CORONATION: SATURDAY 6<sup>TH</sup> May 2023**

To consider what the Town Council want to deliver:

- a) Commemorative coins –Total 3150 children including early years. 2775 children for primary and secondary only. No proofs or costs as yet. Approx. 10% more than Queen's Jubilee coins
- b) Replace existing wall mounted flagpole holders in Fore Street, South Street and High Street and put Coronation Flags in.
- c) Support Friends of Wellington Park Spring Fair on Sunday 7<sup>th</sup> May 2023 with additional entertainment/stage

### **7. ANNUAL STREET FAIR 2023**

- a) Do the council want to deliver the Street Fair 2023?
- b) Date to be agreed. Saturday 3<sup>rd</sup> June 2023 to be considered
- c) Do we want to charge stallholders?

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

The Town Clerk will provide an update at the meeting.

## 9. CHRISTMAS 2022:

- a) Market and Christmas Light Switch on Event – Date 26<sup>th</sup> November 2022. Time 9am to 6pm. Lights Switch on at 5pm.
  - o Wellington Produce currently have 20 to 25 stalls
  - o Christmas Wrap on Former Fox's Estate Agents. Fitted 14<sup>th</sup> November 2022
  - o Lamp Post Banners to be installed week commencing 7<sup>th</sup> November 2022
- b) Christmas Trees being installed on 21<sup>st</sup> November 2022
- c) Christmas Lights will be up on 10<sup>th</sup> November 2022
- d) New Christmas Light Contract 2023: Public Survey – Deputy RFO/Assistant Clerk circulated report prior to meeting.

## 10. EMERGENCY TOWN CENTRE RECOVERY FUND

Councillor Janet Lloyd Chairman and Deputy Clerk to give update. Emergency High Street Recovery Fund Cost Report circulated prior to meeting.

- a. Kathryn Gibbons Local Photographer. Community Photography Project update. 24 small businesses. QR Codes and Business Names.– Former Kings Arms. Owners Falcon Housing have given permission for the wrap. Planned installation being week commencing 14<sup>th</sup> November 2022.
- b. Creative Workshops for Children - Christmas Workshop on Saturday 10<sup>th</sup> December 2022 at Wellington Scout Hall, Fore Street.
- c. Living walls Town Centre Barriers – Councillor Mark Lithgow asked Council Officer to look at this project. Deputy Clerk met with Creative Landscapes to request for trough walls. Original quotation 15<sup>th</sup> June 2021 amount £5045.04 plus VAT.
- d. 5 Benches (Welcome Back Fund) – To install concrete pads for the new benches to be installed – Two quotations received:
  - i. Abacus Construction – £1,810.00 excl.VAT
  - ii. M J Fletcher Property Maintenance - £960.00

For information:

- S115 Licence Agreement received for Bench installations at the following locations:
  - 1 x Mantle Street
  - 2 x Right hand side of United Reformed Church – replace current double bench
  - 2 x Wellington Community Centre, Bulford.
- Bench installation to be completed by Idverde – Free of charge
- Idverde to remove existing double bench and store behind Council Office until bench owners have been contacted. Double bench in need of refurbishment.

**RECOMMENDATION** to approve the quotation from M J Fletcher Property Maintenance in the sum of £960.00 to install the concrete pads for five benches. The cost to be met by the Emergency Town Centre Recovery Fund.

## 11. FILM FESTIVAL Somerset Films Invoice £8,000 – income expenditure spreadsheet circulated prior to meeting for information.

**RECOMMENDATION** to approve Somerset Films invoice £8,000. Town Centre Committee have the power to act as the Council's delegated body to spend the allocated Budget of £8,000 to deliver the Film Festival for the financial year 2022/23.

**12. TOWN CRIER LIVERY**

To consider options to purchase or hire a Town Crier outfit. Report and Costume Hire Company Quotation circulated prior to meeting.

**13. CORNHILL – VICTORIAN LANTERN**

Councillor K Wheatley would like to pursue the whereabouts of the Victorian Lantern and get it re-instated. Lantern was removed by Somerset West and Taunton District Council.

**14. WELLINGTON FOOTFALL COUNTERS**

- i. Monthly Footfall Reports – September and October for information. Circulated prior to meeting.
- ii. The Huq Industries Town Centre information and mnAI Industry Insight Information for Wellington. This document is part of Somerset West & Taunton District Council's larger report. Circulated prior to meeting.

**15. TOWN COUNCIL MASCOT**

Councillor M Barr would like the committee to consider having a Town Council Mascot

**16. DATE OF NEXT MEETING:** Tuesday 17<sup>th</sup> January 2023 at 6pm – United Reformed Church Hall

David Farrow  
Town Clerk  
9<sup>th</sup> November 2022