

WELLINGTON TOWN COUNCIL

Minutes of a meeting of the Wellington Town Centre Committee held at the United Reformed Church Hall, Fore Street, Wellington TA21 8AG on Tuesday 15th November 2022 at 5.00pm

Present: Councillors J Lloyd, M Lithgow, K Wheatley. M Barr, C. Booth, R Coupe. C Govier. K Canham (joined meeting at 6.35pm)

Dave Farrow – Town Clerk
Annette Kirk – Deputy Town Clerk
Alice Kendall – Deputy RFO

1 member of the press
3 members of the public

360 APOLOGIES

Apologies had been received from S Pringle-Kosikowsky

361 DECLARATIONS OF INTEREST

No declarations of interest

362 MINUTES

RESOLVED to approve and sign the minutes of the Town Centre Committee meeting held on 26th September 2022.

363 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

Member of the public asked a question to Councillor K Wheatley regarding the Film Festival.

364 SOMERSET TRASH TRAIL 2022

Deputy Clerk apologised for the administration error; the event is in 2023.

Kelly Durden gave a presentation on the Somerset Trash Trail.

RESOLVED to defer this item to the next meeting on 17th January 2023 to allow Council Officers to do more work with Kelly Durden to put a bespoke sponsorship package together for the Town Council.

At this juncture Richard Coupe left the meeting

365 KING'S CORONATION – Saturday 6th May 2023:

a) To consider Commemorative Coins to be given to Wellington school children.

RESOLVED to proceed with Commemorative Coins subject to proofs and costs are brought to the next meeting. The Committee will then decide on number and allocation.

- b) To consider replacing existing wall mounted flagpole holders in Fore Street, South Street and High Street to hold Coronation Flags.

RESOLVED to agree in principle subject to further work being carried out by Council Officers in obtaining owners/planning permissions and to provide quotations to replace the existing flagpole holders for the Coronation and other future events.

Richard Coupe re-joined the meeting

- c) To consider offering support to Friends of Wellington Park for their Spring Fair on Sunday 7th May 2023

RESOLVED that Council Officers will enter in discussions with Friends of Wellington Pak to offer support and additional entertainment at their Spring Fair on Sunday 7th May 2023 and report back to the next Town Centre Committee meeting.

366 ANNUAL STREET FAIR 2023:

- a) **RESOLVED** that the Town Council will deliver the Street Fair in 2023
- b) **RESOLVED** that the Town Council will deliver the Street Fair on Sunday 4th June 2023
- c) **RESOLVED** that the Town Council will charge a £30.00 fee for a stall to Traders. No charge for schools, charity groups and non-profit making community groups – they will pay a deposit fee of £30.00 which will be returnable if they attend the event.

367 RIFLES REGIMENT: FREEDOM OF THE TOWN 17TH JUNE 2023

Town Clerk gave an update on the event. Somerset West and Taunton Council has given preliminary approval for the use for the Recreation Ground to host re-enactment groups subject to appropriate event plans and risk assessments being in place and approved. Discussions are ongoing in relation to other events that might take place e.g., fly pasts etc. He advised that detailed planning for the event would start in January with regular meetings of the Project Group.

368 CHRISTMAS 2022

- a) Wellington Produce Market confirmed 22 stalls to date. 6 Community stalls
- b) Christmas Wrap on former Fox's Estate Agents fitted
- c) Lamp Post Banners were installed week commencing 7th November 2022
- d) New Christmas Light Contract 2023: Public Survey

RESOLVED to go ahead with the Christmas Light Public Survey. Deadline Friday 6th January 2023

369 EMERGENCY TOWN CENTRE RECOVERY FUND

Deputy Clerk confirmed deadline date to spend the money is 31st March 2023.

- a. **Community Photography Project:** Kathryn Gibbons Local Photographer. 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 14th November 2022.
- b. **Creative Workshops for Children** - Christmas Workshop on Saturday 10th December 2022 at Wellington Scout Hall, Fore Street.
- c. **Living Walls on Town Centre Barriers**
Councillor Lithgow asked the committee to consider 12 living walls on the barriers to improve the look of the Town Centre. Locations to be confirmed. Create Landscaping Quotation dated 14th November 2022 for 12 Living Walls Displays - £6,858.24.

RESOLVED to agree in principle Create Landscaping Ltd quotation of £6,858.24 the cost of which will be covered by the Emergency Town Centre Recovery Fund, subject to obtaining permission/licence from Somerset County Highways.

- d. **5 Benches – Concrete Pads**

RESOLVED to accept the quotation from M J Fletcher Property Maintenance in the sum of £960.00 to install concrete pads for five benches. Cost to be met by the Emergency Town Centre Recovery Fund.

370 FILM FESTIVAL

RESOLVED to approve Somerset Films Invoice of £8,000.00.

371 TOWN CRIER LIVERY

RESOLVED to approve Option 2 quotation from Costume Hire Company in the sum of £1,066.61 to include Town Council emblem sewn on. Agreed for the costume to be adjustable where possible.

372 CORNHILL – VICTORIAN LANTERN

Councillor K Wheatley asked the Committee if he could commence talks with Somerset West & Taunton District Council to find the whereabouts of the Victorian Lantern.

RESOLVED to allow Councillor K Wheatley to pursue the whereabouts of the Victorian Lantern with Somerset West and Taunton District Council and get it re-instated.

373 WELLINGTON FOOTFALL REPORTS

Councillor J Lloyd (Chair) gave an update.

- i) Monthly footfall reports for September and October were provided for information.
- ii) HUQ reports were provided for information and will continue to be available by Somerset West and Taunton District Council until end of April 2023.

374 TOWN CENTRE MASCOT

Councillor M Barr asked the committee to consider having a Town Council Mascot.

RESOLVED to agree in principle to having a Town Council Mascot. Further work is needed on how to choose the mascot design, cost and who will wear the mascot costume. A report to be brought back to the next Town Centre Committee meeting.

375 DATE OF NEXT MEETING: Tuesday 17th January 2023 at 6pm – United Reformed Church Hall.

The meeting ended at 6.20pm

.....
Councillor Janet Lloyd
Chair

Wellington Town Council

Pop Up Shop Update

For Town Centre Committee January 2023

Bookings

2023 is already busy with bookings, some confirmed and some still provisional. A summary to Nov is attached. Some applications for Christmas '23 bookings have already been received. Free bookings from community groups and charities are marked in orange, chargeable bookings marked in green and use by the Council is marked in blue.

Handovers

Dates marked with a cross through indicate where a handover will be required. Handovers are currently carried out by Cllrs C. Govier and McGuffie. **I would be grateful to receive at least two other volunteers to add to the rota to help share the load. Rotas are issued in 2-3 month blocks so they can be diarised with as much notice as possible.**

Winter Issues

There continues to be an issue with water coming in the right-hand window during wet weather. Perry's had employed a contractor to carry out works to the flat roof above but it is now thought that the issue is with the wooden fascia. They are aware of the issue and have planned works before bookings pick up again at the end of the month.

During the very cold weather, the pipes at the back of the premises froze and were damaged. This was reported to Perry's who were instructing a plumber to come and inspect/fix the problem. I have chased this and will check the issue has been resolved before the 1st booking of the year.

Booking Summary

January						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

KING'S CORONATION CELEBRATIONS - WEEKEND 6TH & 7TH MAY 2023**Sunday 7th May 2023 - Friends of Wellington Park Spring Fayre and Family Activities on the Recreational Ground**

	Projected Costs	
Window Wrap	£	400.00
Performers/Entertainment	£	1,500.00
Artwork for Posters and		
Social Media	£	400.00
Event Leaflets	£	300.00
St Johns Ambulance	£	500.00
Wellington Weekly		
adverts - half page x 2	£	500.00
Edge Advert	£	150.00
Lamp Post Banners	£	1,100.00
8 x Street Banners	£	1,100.00
Put up/take down Banners	£	1,500.00
Commemorative Coins	£	5,000.00
Fireworks Display - Rugby Club	£	3,000.00
Erect Bunting Town Centre	£	500.00
Hire of Barriers	£	500.00
Giant Connect 4 - Activity	£	60.00
Bouncy Deluxe Gladiator Duel	£	120.00
Deluxe 45ft Inflatable course	£	180.00
Toyset Roundabout	£	600.00
Climbing Wall - Hire	£	1,000.00
Flip out - Trampolines		
Climbing Wall - Cadets		
TOTAL	£	18,410.00

Rebecca Hunt
Wellington Town Council
28 Fore Street
Wellington
Somerset
TA21 8AQ

Number FQ71576
Date 08/11/2022
Payment Terms Payment with order
For the Attention Of Rebecca Hunt
Valid For 7 days

QUOTATION

Stamped Coin



Image is for representative purposes only

H M King Charles III Coronation Commemorative Coins.

H M King Charles III Commemorative Coronation Coin.

These beautiful coins feature our exclusive 2D Stamped design one side and your own design on the reverse. The plating on these coins is a shiny gold finish with sand blasted background

Prices include each coin packed into individual biodegradable bags.

Sizes: Coin: 35 mm diameter x 3 mm thick.

Delivery: 4-5 weeks from approval of proof. If a pre-production sample is required please add 2 weeks to this time.

Artwork: An editable eps artwork file is required. If you do not have this available send us what you have and we will convert it free of charge and send you a proof for approval.

<i>Quantity</i>	2800	3200
<i>Unit Price Each</i>	1.12	1.12
<i>Total Price</i>	3136.00	3584.00

Stamped Coin



Image is for representative purposes only

H M King Charles III Coronation Commemorative Coins.

H M King Charles III Commemorative Coronation Coin.

These beautiful coins feature our exclusive 2D Stamped design one side and your own design on the reverse. The plating on these coins is a shiny gold finish with sand blasted background

Sizes: Coin: 35 mm diameter x 3 mm thick.

Supplied in brown kraft envelopes

Delivery: 4-5 weeks from approval of proof. If a pre-production sample is required please add 2 weeks to this time.

Artwork: An editable eps artwork file is required. If you do not have this available send us what you have and we will convert it free of charge and send you a proof for approval.

<i>Quantity</i>	2800	3200
<i>Unit Price Each</i>	1.29	1.29
<i>Total Price</i>	3612.00	4128.00

T&Cs can be viewed at <https://insigniapromotions.online-catalogue.net/page/terms-and-conditions> or a paper copy sent on request.

Quantities subject to +/- 10% tolerance. Prices quoted are exclusive of VAT.
Payment Terms: Payment with order. Prices are subject to sight of your design.

Quotes are valid for 7 days

Address: Insignia Ltd, 31 Arterberry Road, London SW20 8AG

Tel: 0345 200 4049 **Email:** info@insigniauk.com

www.insigniauk.com

Rebecca Hunt
Wellington Town Council
28 Fore Street
Wellington
Somerset
TA21 8AQ

Number FQ71576
Date 08/11/2022
Payment Terms Payment with order
For the Attention Of Rebecca Hunt
Valid For 7 days

QUOTATION

Stamped Coin



Image is for representative purposes only

H M King Charles III Coronation Commemorative Coins. 2 sides. Velvet Box

H M King Charles III Commemorative Coronation Coin.

These beautiful coins feature our exclusive 2D Stamped design one side and your own design on the reverse. The plating on these coins is a shiny gold finish with sand blasted background

Prices include each coin packed into individual presentation velvet boxes.

Sizes: Coin: 35 mm diameter x 3 mm thick.

Delivery: 4-5 weeks from approval of proof. If a pre-production sample is required please add 2 weeks to this time.

Artwork: An editable eps artwork file is required. If you do not have this available send us what you have and we will convert it free of charge and send you a proof for approval.

<i>Quantity</i>	2800	3200
<i>Unit Price Each</i>	3.35	3.09
<i>Total Price</i>	9380.00	9888.00

Stamped Coin



Image is for representative purposes only

H M King Charles III Coronation Commemorative Coins.

H M King Charles III Commemorative Coronation Coin.

These beautiful coins feature our exclusive 2D Stamped design one side and your own design on the reverse. The plating on these coins is a shiny gold finish with sand blasted background

Prices include each coin packed into individual circular acrylic boxes.

Sizes: Coin: 35 mm diameter x 3 mm thick.

Delivery: 4-5 weeks from approval of proof. If a pre-production sample is required please add 2 weeks to this time.

Artwork: An editable eps artwork file is required. If you do not have this available send us what you have and we will convert it free of charge and send you a proof for approval.

<i>Quantity</i>	2800	3200
<i>Unit Price Each</i>	1.68	1.65
<i>Total Price</i>	4704.00	5280.00

T&Cs can be viewed at <https://insigniapromotions.online-catalogue.net/page/terms-and-conditions> or a paper copy sent on request.

Quantities subject to +/- 10% tolerance. Prices quoted are exclusive of VAT.
Payment Terms: Payment with order. Prices are subject to sight of your design.

Quotes are valid for 7 days

Address: Insignia Ltd, 31 Arterberry Road, London SW20 8AG

Tel: 0345 200 4049 **Email:** info@insigniauk.com

www.insigniauk.com

Rebecca Hunt
INSIGNIA LTD
28 Fore Street
Wellington
Somerset
TA21 8AQ

Number FQ71576
Date 08/11/2022
Payment Terms Payment with order
For the Attention Of Rebecca Hunt
Valid For 7 days

QUOTATION

Stamped Coin



Image is for representative purposes only

H M King Charles III Coronation Commemorative Coins.

H M King Charles III Commemorative Coronation Coin.

These beautiful coins feature our exclusive 2D Stamped design one side and your own design on the reverse. The plating on these coins is a shiny gold finish with sand blasted background

Prices include each coin packed into individual Clear PVC Pouches.

Sizes: Coin: 35 mm diameter x 3 mm thick.

Delivery: 4-5 weeks from approval of proof. If a pre-production sample is required please add 2 weeks to this time.

Artwork: An editable eps artwork file is required. If you do not have this available send us what you have and we will convert it free of charge and send you a proof for approval.

<i>Quantity</i>	2800	3200
<i>Unit Price Each</i>	1.52	1.51
<i>Total Price</i>	4256.00	4832.00

T&Cs can be viewed at <https://insigniapromotions.online-catalogue.net/page/terms-and-conditions> or a paper copy sent on request.

Quantities subject to +/- 10% tolerance. Prices quoted are exclusive of VAT.
Payment Terms: Payment with order. Prices are subject to sight of your design.

Quotes are valid for 7 days

Address: Insignia Ltd, 31 Arterberry Road, London SW20 8AG

Tel: 0345 200 4049 **Email:** info@insigniauk.com

www.insigniauk.com

BADGES



Date:	09/11/22
Customer Ref:	—
Product Code:	COIN
Customisation:	Stamped / sandblasted
Artwork Version:	A

Bespoke stamped coins make ideal commemorative gifts, awards and souvenirs. With personalised designs stamped on 1 or 2 sides, the coins come with an attractive nickel or brass coating as standard. Antique brass, bronze and silver finishes are available on request and an attractive sandblasted finish or colour infill is also an option.

Page 1 of 2
Artwork enlarged for clarity:

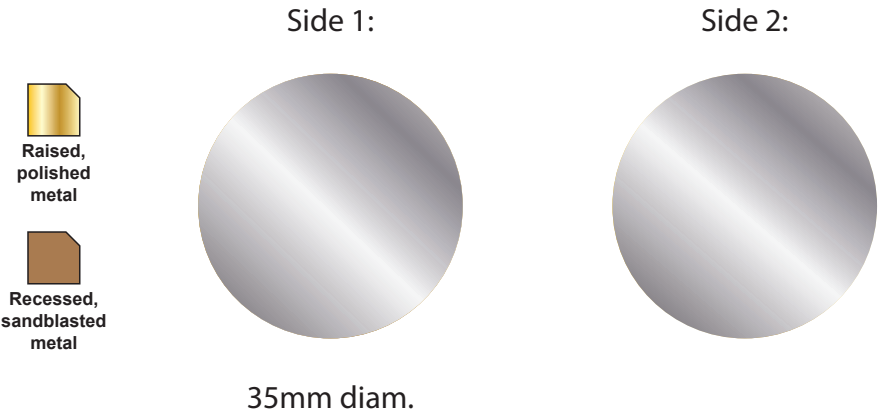


Please note that this visual is representative only of the effect that can be achieved. An accurate proof of artwork is shown on the subsequent page(s).



Product Code:	COIN
Customisation:	Stamped metal, sandblasting
Coin finish:	Nickel plated

Additional notes:



King Charles III Commemorative Coins

Custom Coins and Medals

- (i) Packed in plastic capsule
Qty 3200 @ £1.95 each
Total £6240
- (ii) Packed in printed mini coin card
Qty 3200 @ £2.40
Total £7680

Carriage to any one UK address £90.00

Vat 20%

Leadtime circa 4 weeks from order and artwork confirmation.





35x2mm
Shiny Gold Finish
with Raised Matt Details.

- Raised Matt Surface
- Recessed Shiny Surface



35x2mm
Shiny Gold Finish
with Raised Matt Details.
3 spot colour enamel infill.

- Raised Matt Surface
- Recessed Shiny Surface
- Black
- Red
- White



2mm.
Gear Edge.



Plastic Capsule

QUOTATION

Company: Wellington Town Council
Attention of: Rebecca Hunt
From: Mark Sanders
E-mail: msanders@ukmedals.com
Office: +44 (0)1785 665050

CONTENT

1. Quotation
2. New Customer Account Application
3. Artwork Proposal (if available)

Reference: - Coronation of King Charles III Coin

Date: Tue 13 Dec 2022

Our Reference No.: - 1010706 Issue 1

I am pleased to confirm the price structure for the above enquiry as follows: -

SPECIFICATION

Desc.: Commemorative Coin				
Tooling Obverse: 2D - Bespoke			Accessories: Capsule	
Reverse: 2D - Bespoke			Clear Plastic Capsule	
Finish: Enamelled x3 Col A/F	Size (mm): 38.61			
Material: Base	Shape: Round			
Quantities:	Gold	Silver	Bronze	Total
	3,200	0	0	3,200

COSTINGS and SCHEDULE

	Qty	Per Unit	Totals			Order Schedule:
			Nett	20.0% VAT	Gross	
Commemorative Coin	3,200	£2.25	£7,200.00	£1,440.00	£8,640.00	Std Lead-Time: 4/6 weeks on receipt of order and payment. However; subject to production demands at time of purchase
Capsule	3,200	£0.25	£800.00	£160.00	£960.00	
Tooling:						Special Instructions: Lead-time: 6/7Weeks from receipt of order
2D - Bespoke	1	£125.00	£125.00	£25.00	£150.00	
2D - Bespoke	1	£125.00	£125.00	£25.00	£150.00	
Blocking Tool	0	£0.00	£0.00	£0.00	£0.00	
Engraving	0	£0.00	£0.00	£0.00	£0.00	
Carriage	1	£45.00	£45.00	£9.00	£54.00	
Totals:			£8,295.00	£1,659.00	£9,954.00	

Notes/

- * All prices are quoted in GBPE Sterling
- * Carriage cost to be confirmed on agreed final order
- * Tooling cost to be confirmed upon sight of final artwork
- * High resolution vector lined artwork to be supplied by the customer
- * If vector lined artwork is not available origination artwork cost will be charged: GBPE30.00
- * The benefit of paying part-tooling cost for a standard obverse design, which is bespoke to the association/organisation means that in the future you will be able to call off medals at any time because the tooling is already in place. Production can be turned around in approximately 5weeks. This will provide a great deal of flexibility for ordering etc.

TERMS OF PAYMENT:

- Tooling to be paid on receipt of order
- Balance to be paid on notification of the good being ready



QUOTATION

Company: Wellington Town Council
Attention of: Rebecca Hunt
From: Mark Sanders
E-mail: msanders@ukmedals.com
Office: +44 (0)1785 665050

CONTENT

1. Quotation
2. New Customer Account Application
3. Artwork Proposal (if available)

Reference: - Coronation of King Charles III Coin

Date: Tue 13 Dec 2022

Our Reference No.: - 1010706 Issue 2

I am pleased to confirm the price structure for the above enquiry as follows: -

SPECIFICATION

Desc.: Commemorative Coin				
Tooling <i>Obverse:</i> 2D - Bespoke <i>Reverse:</i> 2D - Bespoke			Accessories: Capsule Clear Plastic Capsule	
Finish: Frosted/Polished		Size (mm): 38.61		
Material: Base		Shape: Round		
Quantities:	Gold	Silver		
	3,200	0	0	3,200

COSTINGS and SCHEDULE

	Qty	Per Unit	Totals			Order Schedule: Std Lead-Time: 4/6 weeks on receipt of order and payment. However; subject to production demands at time of purchase
			Nett	20.0% VAT	Gross	
Commemorative Coin	3,200	£2.00	£6,400.00	£1,280.00	£7,680.00	Special Instructions: Lead-time: 6/7Weeks from receipt of order
Capsule	3,200	£0.25	£800.00	£160.00	£960.00	
Tooling:						
2D - Bespoke	1	£125.00	£125.00	£25.00	£150.00	
2D - Bespoke	1	£125.00	£125.00	£25.00	£150.00	
Blocking Tool	0	£0.00	£0.00	£0.00	£0.00	
Engraving	0	£0.00	£0.00	£0.00	£0.00	
Carriage	1	£45.00	£45.00	£9.00	£54.00	
Totals:			£7,495.00	£1,499.00	£8,994.00	

Notes/

- * All prices are quoted in GBPE Sterling
- * Carriage cost to be confirmed on agreed final order
- * Tooling cost to be confirmed upon sight of final artwork
- * High resolution vector lined artwork to be supplied by the customer
- * If vector lined artwork is not available origination artwork cost will be charged: GBPE30.00
- * The benefit of paying part-tooling cost for a standard obverse design, which is bespoke to the association/organisation means that in the future you will be able to call off medals at any time because the tooling is already in place. Production can be turned around in approximately 5weeks. This will provide a great deal of flexibility for ordering etc.

TERMS OF PAYMENT:

- Tooling to be paid on receipt of order
- Balance to be paid on notification of the good being ready



**VALIDITY OF QUOTATION:**

This quotation is open for acceptance within 30days afterwhich time we reserve the right to amend or withdraw our offer

NEXT STAGE:

To initiate this order, we require the following: -

- Complete and sign the 'New Customer Account Application'
- Appropriate high resolution vector lined artwork in PC format to be supplied by the customer
- Confirmed order with agreed quantities, delivery date and address
- Signed off artwork approvals

We require confirmation of all above information via email in a digital format (Photo or a scanned document).

We trust our proposal meets your requirements and if there are any further questions or alterations to the enquiry then please do not hesitate to contact our office.

Yours sincerely,
For and on behalf of
Medals UK Limited,

Mark B Sanders
Director



NEW CUSTOMER ACCOUNT APPLICATION

Our Reference No.: - 1010706 / 2

Company: Wellington Town Council		Name: Rebecca Hunt	
Address:		Tel No.:	
		Fax No.:	
City:		DD No.:	
Postcode:		Mobile:	
Country: United Kingdom		Email: rebecca@wellingtontowncouncil.co.uk	
Co. Registration No.:	VAT No.:	Currency: GBP£	Order Value:

CONDITIONS OF SALE

- 1.This signed declaration is our (The Supplier Medals UK Limited) interpretation of the order. If this does not agree with your instruction's please notify us immediately. No responsibility will be accepted for goods as confirmed and later found to be incorrect.
- 2.We will not be responsible for any loss arising due to non-availability of materials, failure to deliver arising to from strikes, fires or accidents or other cause over which we have no control.
- 3.When goods have to be specifically manufactured. We the Supplier reserve the right to deliver up to 10% above or below the quantity ordered.
- 4.Should orders be cancelled we reserve the right to charge for any special process or materials, which have been made or purchased, prior to receipt in writing of cancellation details.
- 5.Clerical errors are subject to correction.
- 6.Failure to pay for any goods on the due date shall give us the right to withhold further deliveries until such payments has been made or at an option to cancel the balance of the order.
- 7.All prices quoted are subject to adjustment or variations in Rate of Exchange between date of acceptance of the order and the dates of delivery and/or invoicing in consequences of any change of VAT, Import Duties, or other Levies or Taxes. Such adjustments do not give the customer the right to cancel the order.
- 8.Legal ownership of the goods invoiced will remain with the Supplier until the goods have been paid for. The buyer shall return the goods to the Supplier on demand and the Supplier shall be entitled to go upon the property of the buyer and re-possess the goods.
- 9.Claims for incorrect fulfilment of the order must be made within seven days of invoicing, and within ten days of receipt of relevant invoice if delivered by common carriers.
- 10.Terms of Trading are 30 days Net, unless otherwise agreed and confirmed in writing.

We the undersigned agree on behalf of

Wellington Town Council

to accept the above terms and conditions including item 8 relating to legal ownership of goods invoiced for all orders placed and delivered to us both now and in the foreseeable future unless other arrangements are so made.

SIGNATURE:

PRINTED NAME

POSITION:

DATE:






Prod. ID: M11531



Prod. ID: M11532



38.61mm
(Actual Size)

-  - Level 2
-  - Level 1
-  - Table

CUSTOMER APPROVAL

NOTE/
- This artwork is to be used for positional purposes only.
- It should not be used as a colour reference.
- In the interest of design accuracy, it is the customers responsibility to state whether specific pantone colours are needed.

NAME:

SIGNATURE:

DATE:

COMMENTS:

Wellington Town Council
Listing of Payments in each Code for All Cost Centres
(Between 01-04-2022 and 04-01-2023)

Cost Centre Christmas**Code Number 114 Hire of Lights**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
197	04/08/2022			Lloyds Current Acc	BACS	Hire of Christmas Lights	The Festive Lighting Company	S	7,477.33	1,495.47	8,972.80
Subtotal for Code: Hire of Lights									£7,477.33	£1,495.47	£8,972.80

Code Number 115 Lights Install

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
28	21/04/2022			Lloyds Current Acc	BACS	Christmas Lights Call Out	WGS Power & Lighting	S	425.00	85.00	510.00
347	11/11/2022			Lloyds Current Acc	BACS	Put up and take down Christmas Lights	WGS Power & Lighting	S	7,826.00	1,565.20	9,391.20
Subtotal for Code: Lights Install									£8,251.00	£1,650.20	£9,901.20

Code Number 116 Switch on Event

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
223	02/09/2022			Lloyds Current Acc	BACS	Poster Artwork	Word Gets Around	X	75.00		75.00
305	19/10/2022			Lloyds Current Acc	BACS	Poster Artwork	Word Gets Around	X	75.00		75.00
313	21/10/2022			Lloyds Treasurers I	Card	S171 Christmas Tree	Somerset County Council	X	50.00		50.00
330	03/11/2022			Lloyds Current Acc	BACS	Advert for Christmas Event	Tindle Newspapers	S	216.72	43.34	260.06
358	18/11/2022			Lloyds Current Acc	BACS	Advert for Christmas Event	Tindle Newspapers	S	195.05	39.01	234.06
361	18/11/2022			Lloyds Current Acc	BACS	Install & Dismantle C. Tree	Somerset West & Taunton	S	764.90	152.98	917.88
366	22/11/2022			Lloyds Current Acc	BACS	Window Wrap	Somerset Sign & Print Co	S	340.00	68.00	408.00
368	22/11/2022			Lloyds Current Acc	BACS	Stage Backdrop	Carly Press	S	435.00	87.00	522.00
374	23/11/2022			Lloyds Current Acc	BACS	Sweets	Booker	S	46.36	9.27	55.63
376	25/11/2022			Lloyds Current Acc	BACS	Sound System Hire	DJ Steve	X	475.00		475.00
377	28/11/2022			Lloyds Current Acc	BACS	Christmas Stockings	Miss A Kirk	X	2.75		2.75
378	28/11/2022			Lloyds Current Acc	BACS	Stage Hire	Karats Ltd T/A Pro Sound & Light	S	900.00	180.00	1,080.00
387	02/12/2022			Lloyds Current Acc	BACS	Licence Fee	Somerset West & Taunton	X	70.00		70.00
391	05/12/2022			Lloyds Treasurers I	Card	Cable ties & Light bulbs	Screwfix	S	13.77	2.76	16.53
408	14/12/2022			Lloyds Current Acc	BACS	Light Switch On Road Closure	Bridgwater Guy Fawkes Carnival	S	475.00	95.00	570.00
428	04/01/2023			Lloyds Current Acc	BACS	Tree Lights Override and Reset	DJ Steve	X	25.00		25.00
Subtotal for Code: Switch on Event									£4,159.55	£677.36	£4,836.91

Code Number 137 Additional Lights & Install

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
169	12/07/2022			Lloyds Treasurers I	Card	Land Registry Search	HM Land Registry	X	6.00		6.00
288	07/10/2022			Lloyds Current Acc	BACS	Deposit for Tree Pit and Cover	Abacus Construction Ltd	S	767.50	153.50	921.00
332	10/11/2022			Lloyds Current Acc	BACS	Additional Lighting Hire (new tree & sou	The Festive Lighting Company	S	1,235.73	247.15	1,482.88
353	14/11/2022			Lloyds Current Acc	BACS	New Tree Pit Tonedale	Abacus Construction Ltd	S	2,482.50	496.50	2,979.00
Subtotal for Code: Additional Lights & Install									£4,491.73	£897.15	£5,388.88
Subtotal for Cost Centre: Christmas									24,379.61	4,720.18	29,099.79

TOTALS £24,379.61 £4,720.18 £29,099.79

Wellington Town Council

Christmas Market & Lights Switch on Event – Saturday 26th November 2022:

A very successful Town Centre event saw a footfall of nearly 4,000 people attend annual Christmas Lights Switch On, despite very challenging wet and windy weather conditions.

Wellington Produce Market set up early with 27 stallholders plus 5 community group stalls. A mixture of stalls ranging from business promotion, crafts & gifts, chutneys, butchers, and pies & cakes.

From 12 noon we saw community groups and school children entertain the people of Wellington with array of Christmas carols and songs. The hire of the stage and its new location enabled us to protect the musicians, singers and performers from the elements. Street entertainers interacted with parents and children from 12pm until 6pm. Santa Claus arrived in an open top classic car accompanied by the Wellington Majorettes at approximately 4.20pm.

Ben Sellick of the Baptist Church delivered the Christmas message. Deputy Mayor Nancy Powell-Brace, on behalf of the Mayor, welcomed all to see the switching on of the Christmas lights. Georgia and Archie of Wellington Prep School lead the count down to the switch on.

The Town Council would like to thank Steve Hawker, Prosound & Lighting (Exeter), Fuse Performance Ltd, Dave and Jill Mitton (Community Centre) and Bridgwater Guy Fawkes Carnival for their hard work, time and support for delivering a successful event. We would also like to thank the Council officers, Councillors and volunteers who came along to help on the day, especially Aaron Fearnhead (Wellington Carnival), Roger Nunn (Friends of Wellington Park) and Chris Penney.

At the start of 2023, Town Council officers will be very busy organising events. We must re-iterate the importance that these events will not go ahead unless we have the help and support from volunteers and Councillors.

Events for 2023:

King's Coronation Celebration – Sunday 7th May 2023

Street Fair – Weekend of 3rd/4th June 2023 – Date to be confirmed

Freedom of the Town to the Rifles Regiment – Saturday 17th June 2023

Armistice Day – Saturday 11th November 2023

Remembrance Parade – Sunday 12th November 2023

Christmas Market and Lights Switch on – Saturday 25th November 2023

REVIEW AND RE-CONTRACT OF CHRISTMAS LIGHTING HIRE

For Town Centre Committee January 2023

1. Background

- 1.1. The Council's current scheme is hired from The Festive Lighting Company at a cost of £8,713 this year. This includes lights for 2x trees, cross street banners, wall mounted motifs, 2x set of curtain lights and icicle lights in various locations. The scheme was a three year contract for 2020, '21 & '22. This price also includes storage.
- 1.2. A schedule from The Festive Lighting Company including some indicative images is attached at Appendix A.
- 1.3. The scheme is installed and removed by WGS Power and Lighting at a cost of £7,826.

2. Public Consultation

- 2.1. A survey to gather opinion on the lights was agreed at the last Town Centre meeting and was available for the public to complete between 26th November and 9th January.
- 2.2. 119 responses were received. The summary of results is attached at Appendix B.
- 2.3. Appendix C contains the detailed written responses.

3. Next Steps

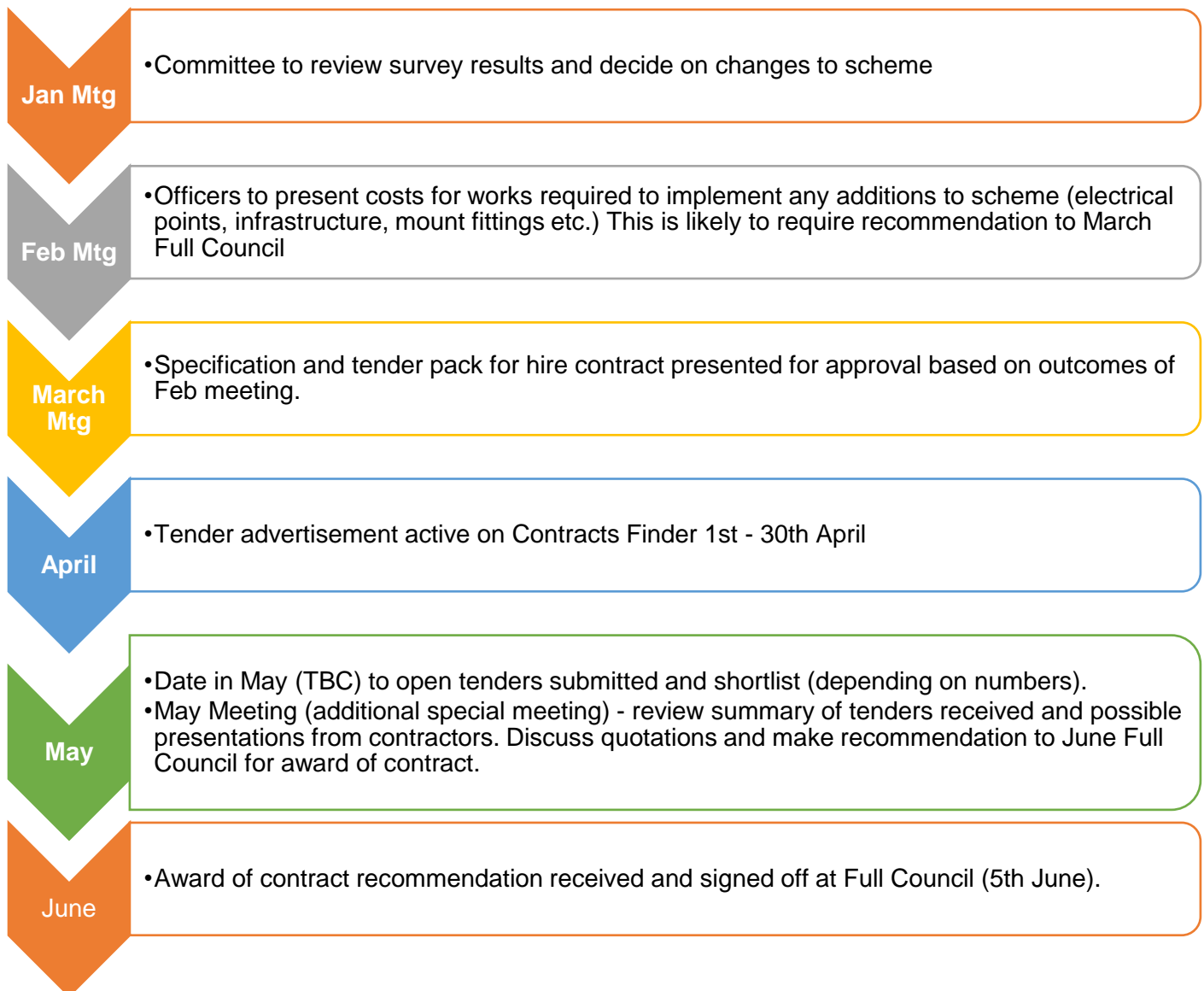
- 3.1. In order to draft a specification for the new contract, the Committee must indicate if they wish to expand the scheme beyond its current scope.

If no, a specification can be drawn up using the current schedule.

If yes, several other factors must be considered to determine a specification, such as

- Locations and types of additional motifs/installations
- Costings for additional fittings/infrastructure for additions
- Should a preferred colour scheme be identified?

- 3.2. If a 'yes' response to 3.1 above, the Committee are asked to provide a list of additions and/or amendments at the meeting to allow officers to gather the information and costings required for adding those items to the scheme. These matters will then be discussed at a special meeting in February.
- 3.3. An indicative timeline is detailed below. It should be noted that contractors expect orders to be placed in early summer of the commencement year of the contract.
- 3.4. Given the complexity of the project, it is recommended by the Officers that special meetings are called to specifically discuss the Christmas lighting where required.



4. Useful Information & costings based on previous projects

4.1. Items added in 2022

- 4.1.1. New tree pit in Tonedale £3,250
- 4.1.2. New lighting socket on lighting column £532
- 4.1.3. New anchor bolts for curtain lights on Jewellers £500

4.2. Any motifs installed on lighting columns will require permission from the County Council who will assess each column. This process was carried out on some columns in 2021 when the event banners were approved. Not all columns were found to be suitable for the banners. I have asked for more information and pricing on this process.

Alice Kendall
Deputy Clerk/Deputy RFO
10 January 2023

WELLINGTON TOWN COUNCIL
CHRISTMAS LIGHTING SCHEME SCHEDULE
Including accessories
2020-2022

Area	Product Description	Power (watts)	Quantity
South Street			
Crossing 1 Joseph Welch	4m Festive Mix (2pcs) - Red, Green & White	142w	2
Curtains Joseph Welch	2m LED Curtain Harness - 13 sockets - Green Rubber Cable - 230v - IP67		3
	Power Lead with 3A AC/DC Convertor - Green Rubber Cable - 230v - IP67		1
	Cool White HQL LED Light String - 72 Static + 8 White Flash - 10m Green Rubber Cable - 230v - IP67	6w	39
	1.5m Green Rubber Cable Extension Lead - 230v - IP65		2
	IP44 16A 3 Way Splitter		1
	IP44 16A C-Form Plug		1
Wall Mount 1 Green Dragon	2.3m Snowflake Band	47w	1
Wall Mount 2 Scotts Lane	2.3m Snowflake Band	47w	1
Fore Street			
Crossing 2 WH Smith	7.2m Stars & Circles with E27 FTs (4pcs) - Red & White	220w	1
Crossing 3 Coffee 1	7.2m Stars & Circles with E27 FTs (4pcs) - Green & White	220w	1
Wall Mount 3 Tim Potter	2.3m Snowflake Band	47w	1
Wall Mount 4 Buy & Save	1.2m Snowflake	30w	1
Wall Mount 5 Luson Surgery	1.2m Snowflake	30w	1
Gutter 1 The Squirrel	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	6
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
Gutter 2 HT Perry	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	6

	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
North Street			
Crossing 4 Iron Duke	4m Festive Mix (2pcs) - Red, Green & White	142w	2
Wall Mount 6 Laundry	1.2m Snowflake	30w	1
Wall Mount 7 Heides	1.2m Snowflake	30w	1
Gutter 1 Claires	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	6
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
High Street			
Crossing 5 Boots	4m Festive Mix (2pcs) - Red, Green & White	142w	2
Wall Mount 8 Stags	1.2m Snowflake	30w	1
Wall Mount 9 Fox & Sons	1.2m Snowflake	30w	1
Balcony Watson & Smith Icicles	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	3
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
Wall Mount 10 Porter & Dodson	1.2m Snowflake	30w	1
Wall 11 Conservative Club	1.2m Snowflake	30w	1
Conservative club Icicles	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	6
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1

	10m White Rubber Cable Extension Cable - 230v - IP44		1
Wall Mount 12 One Stop	1.2m Snowflake	30w	1
Gutter 1 One Stop (Icicles)	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	6
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		
Wall Mount 13 Mount Vets	2m Star Curve	50w	1
Wall Mount 14 Rule 7	2m Star Curve	50w	1
Rule 7 Icicles	138 White Flash LED Icicle Light - 3m Length 80cm Drop - 230v - IP44	9.2w	8
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
Christmas Tree Lights	Green HQL LED Light String - 72 Static + 8 White Flash - 10m Green PVC Cable - 24v - IP65	5w	24
	5m PVC Extension Lead - 24v - IP65		2
	Easy Fit Connector - 24v - IP65		2
	100va Transformer with Power Lead - 24v - IP67		2
Iron Duke Light Curtains	Red HQL LED Light String - 72 Static + 8 White Flash - 10m Green Rubber Cable - 230v - IP65	6w	35
	Green HQL LED Light String - 72 Static + 8 White Flash - 10m Green Rubber Cable - 230v - IP65	6w	35
	1.2m LED Curtain Harness - 7 sockets - Black Rubber Cable - 230v - IP65		10
	5m Green Rubber Cable Extension Lead - 230v - IP65		2
	1.5m Green Rubber Cable Extension Lead - 230v - IP65		10
Accessories	6mm Zinc Plated Carbine Hook		40
	IP44 16A C-Form Plug		11
	Column/Wall Mounting Bracket		28

Rockwell Green			
Christian Centre	114 White Static LEDs Icicle Light - 3m Length 50cm Drop - 230v - IP44	9.2w	12
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
Brocks	114 White Static LEDs Icicle Light - 3m Length 50cm Drop - 230v - IP44	9.2w	10
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
Village Hall	114 White Static LEDs Icicle Light - 3m Length 50cm Drop - 230v - IP44	9.2w	15
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
	50cm White Rubber Cable "T" Connector - 230v - IP44		3
	IP44 16A C-Form Plug		4
Hairdresser	114 White Static LEDs Icicle Light - 3m Length 50cm Drop - 230v - IP44	9.2w	3
	Power lead with AC/DC Convertor - White Rubber Cable - 230v - IP44		1
	10m White Rubber Cable Extension Cable - 230v - IP44		1
Tonedale			
Tree	Multi-Coloured HQL LED Light String - 72 Static + 8 White Flash - 10m Green PVC Cable - 24v - IP67	4w	12
	100w Power Supply with Power Lead - 24v - IP67		1
	Easy Fit Connector - 24v - IP67		1
	5m Extension Lead - IP44		1
	IP44 16A C-Form Plug		1

Wellington Town Council



WELLINGTON
TOWN COUNCIL
Serving Wellington & Rockwell Green

CHRISTMAS LIGHTING PROPOSAL

PRODUCED BY
ROB HOLLINGWORTH - REGIONAL ACCOUNT MANAGER

 **THE**
festivelighting
COMPANY

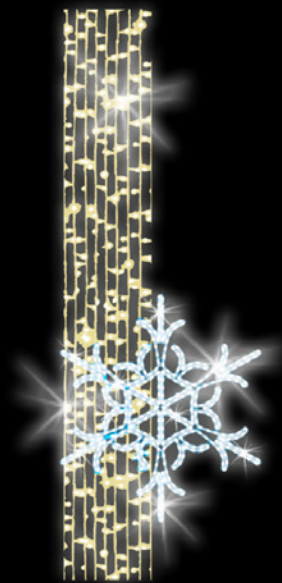


CROSSING 1 JOSEPH WELCH

124222.A2.400.R1.S23

4M FESTIVE MIX (2PCS)

WHITE ROPE LIGHT WITH RED & GREEN LIGHT STRINGS



WALL MOUNT 1 GREEN DRAGON

WALL MOUNT 2 SCOTTS LANE

12317.B2.230.R1.S4

2.3M SNOWFLAKE BAND

WHITE ROPE LIGHT WITH WARM WHITE LIGHT STRINGS



CROSSING 2 WH SMITH

12537.A2.720.R2.S1

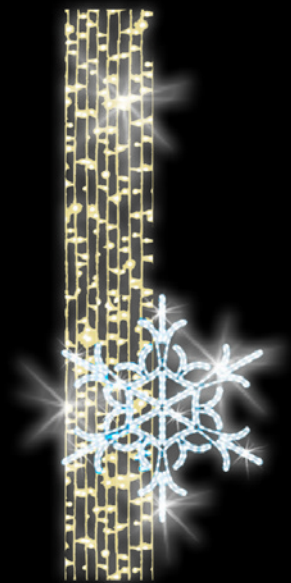
7.2M STARS & CIRCLES WITH E27 FTS (4PCS)
RED ROPE LIGHT WITH WHITE LIGHT STRINGS



CROSSING 3 COFFEE 1

12537.A2.720.R3.S1

7.2M STARS & CIRCLES WITH E27 FTS (4PCS)
GREEN ROPE LIGHT WITH WHITE LIGHT STRINGS



WALL MOUNT 3 TIM POTTER

12317.B2.230.R1.S4

2.3M SNOWFLAKE BAND

WHITE ROPE LIGHT WITH WARM WHITE LIGHT STRINGS



WALL MOUNT 4 BUY & SAVE
WALL MOUNT 5 LUSON SURGERY

12370.B2.120.R1.S

1.2M SNOWFLAKE

WHITE ROPE LIGHT



CROSSING 4 IRON DUKE

124222.A2.400.R1.S23

4M FESTIVE MIX (2PCS)

WHITE ROPE LIGHT WITH RED & GREEN LIGHT STRINGS



WALL MOUNT 6 LAUNDRY
WALL MOUNT 7 HEIDES

12370.B2.120.R1.S
1.2M SNOWFLAKE
WHITE ROPE LIGHT



CROSSING 5 BOOTS

124222.A2.400.R1.S23
4M FESTIVE MIX (2PCS)

WHITE ROPE LIGHT WITH RED & GREEN LIGHT STRINGS



WALL MOUNT 8 STAGS
WALL MOUNT 9 FOX & SONS
WALL MOUNT 10 PORTER & DODSON
WALL MOUNT 11 CONSERVATIVE CLUB
WALL MOUNT 12 ONE STOP

12370.B2.120.R1.S
1.2M SNOWFLAKE
WHITE ROPE LIGHT



WALL MOUNT 13 MOUNT VETS
WALL MOUNT 14 RULE 7

124017.B2.200.R1.S4
2M STAR CURVE
WHITE ROPE LIGHT WITH WARM WHITE LIGHT STRINGS



CHRISTMAS LIGHTING PROPOSAL

PRODUCED BY
ROB HOLLINGWORTH - REGIONAL ACCOUNT MANAGER

M: 07808 654403 | rob@festivelighting.co.uk

These images are simulations and are for representation purposes only. The drawings are not to scale and should not be used in conjunction with any installation.
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Blackmoor, West Buckland, Wellington, Somerset TA21 9LQ
T: 01823 667788 | www.festivelighting.co.uk

Christmas Lighting Feedback

119
Responses

02:24
Average time to complete

Closed
Status

1. Do you like the current colour scheme?

● Yes	90
● No	29



2. Do you like the current cross street banners?

● Yes	103
● No	16



3. Do you like the current wall mounted motifs

● Yes	113
● No	6



4. Do you think the overall scheme should be updated/changed?



5. Do you think the colour scheme should be changed?



6. If yes, do you have a suggestion for a colour scheme?



7. Do you think the designs should be changed?



8. Do you have any comments and/or suggestions relating to the town's Christmas lighting?

87
Responses

Latest Responses

- "I think it should be looked at how long the lights are on for. I..
- "They look lovely. Not sure what some people expect but for ...
- "They are perfect as they are I just wished people would be m...

[Update](#)

45 respondents (52%) answered **lights** for this question.



Christmas Lighting Feedback – Written Responses

Do you have any comments and/or suggestions relating to the town's Christmas lighting?
Baubles on tree
The tree looks beautiful but the lights are a tad gappy! Other than that it all looks fantastic x
I really like the traditional red & green colours - it sets us apart from many other places who have gone for just white or white & blue which can feel quite cold, but the red & green don't. It would be lovely if the lights continued further down South Street & North Street though. The tree is fabulous. It would also be nice if there were lights in Rockwell Green - but not sure if this comes under the town council.
Add some lights down rockwell green, Tonedale has a tree this year but rockwell green is always forgotten
I love the town centre lights as they are, the style and the colour is pretty. White only would also look good. Thank you for providing them to celebrate our lovely town and for creating a great sense of community at the switch on event.
One thing I'd like is to see is more of the smaller lights on buildings further down the streets. I feel North Street in particular needs more as there are businesses there too but no lights on buildings. The heart of our town doesn't stop at the Iron Duke. String tree lights in the big tree in the Monmouth place garden there would be lovely and could be a quick way to brighten this area too. South Street is better but could possibly also benefit from a few more smaller lights further down, to better incorporate it into the town centre. Overall though we are very fortunate to have such a nice display in Wellington and the town looks very festive and special.
Brilliant lights and overall display. It is really nice to come back into Wellington in the evenings after work with the display now up and lit.
The tree is wonky
I think it's lovely and suits the town
My children adore our Christmas lights! Especially the way they move/twinkle and sparkle! Should you opt to change them, please make them just as magical and sparkly for the kids!
A classic scheme of gold lights would look lovely. More street banners throughout would make it more of an attraction.
Tree lights around the trunks of large trees in the town would also look great.
The town looks impressive. Traditional colours complemented by multicoloured lights on the trees. One of the most colourful towns locally.
No - an excellent display but good to ring a few changes for next year.
The wall mounted ones attached to businesses on North Street aren't turned on
All so much nicer than 5 or 6 years ago but I think the reds, greens and blues are a bit old fashioned and gaudy and just white or white and gold look so much better. The white lights in the trees in Covent Garden and Oxford Street look magical; like a winter wonderland. The Christmas trees are rather spoiled by the metal fencing so perhaps that could be changed? A couple of people have suggested white lights on the winter flowering cherry in Lancer Court too. I couldn't get the QR code to work so after two attempts used this site.
We need more of the same to spread out from town centre cross roads to include north and south street and more of fore and high st.
They are lovely and brighten up the centre. Would be lovely to have more across Fore and the high street.
extend the banners further down Fore Street and South Street would be good
Gold and white lights on the Christmas tree please and replace the plastic / metal Christmas tree barriers with something more natural looking and attractive if necessary like wooden picket fencing
Fantastic
The ones in North Street are not working and the others seem to be on all day. But other than that the colours are lovely and I love how they twinkle.
Having driven through several small towns , I can honestly say that wellingtons display is very lacking more should be done to persuade ALL shops in the High Street to take part in a cohesive

lighting scheme that would be both attractive and more importantly, inviting. Surely this approach would Foster a better shopping environment at a time when the high Street is decaying
Excellent display once again. We'll done and thank you. 😊
A Rudolph, Santa, tree and slays wouldn't go a miss or maybe even chuck in a present as a light design.
Don't like the mix of too many colours. I think it would look better as just white, or white and gold
Not enough strip lights but other that love the colour brings me back to the late 80s early 90s fantastic
I think next year we could do with more Christmas lights in the main town area.
Choose warm or cold white light but not a mix of both
Change the colour scheme especially the ones on the iron duke
Lights should go further down fore street
The lights look great again this year, but would like to see a change of colour next year 😊 well done to all
Wellington looks absolutely fab. Really uplifting seeing all the lights when driving into town and my kids love it.
Please not the same colours again, it just looks like someone's else's flag and national colours, especially on iron Duke. White looked beautiful
The lights in the front of the iron Duke aren't fully lighting up (noticed on 1/12/22). Some are not working properly which doesn't give such a good effect.
For a small town you do very well for Christmas lights snd I am proud to live in Wellington, maybe a change of colour next year if you have any spare money but people driving through will think lights are famtastic whatever you deside to do.
I think the Cornhill should be included within the towns Christmas lights as it will help brighten up the new development and the businesses there
Everything looks amazing! Well done! Only note if for the tree to be straighten please (:
The lights are great this year and I'm happy for them to be repeated or changed for a different theme next year! Just really happy to have a beautiful display of sparkly lights! The tree looks great too 😊
More of it please!
Love the tree, the slight list only adds to the merry feel!
Maybe some more along south street as its still a main part of town. North Street also. Encouraging more shops would be amazing. My partner isn't from here and he said I'll give Wellington its due the Christmas lights look lovely.
Please don't go back to the white and blue that we had a few years ago because that felt too "cold" and depressing and looked horrible
The icicle style white led lights hanging along some of the shop fronts IE squirrel hotel, look lovely and are probably the cheapest. If all the shops had these the town would look lovely - like an Austrian town and would probably save a fortune.
Each shop should have a Christmas Tree on a bracket with fairy lights on them. Also, instead of the middle of the town just having Christmas lights, the whole town should have lights such as South Street and North Street should be included, just like years ago. We should be following the footsteps of Taunton.
What about Rockwell Green!? I remember having lights down there all through my childhood then all of a sudden, none! This wasn't even that long ago as I am only 26! Even Tonedale has a tree this year but Rockwell Green gets left/pushed out of everything, as always. The lights do look lovely but lets incorporate ALL of Wellington, not just the centre of town.
Suggestion of shooting stars, angels and more snowflakes. Apart from the colours, it feels like the streets are a miss-mash of styles and themes together. It would be nice to have an all-together theme eg In the night sky
The lights look lovely, it makes most people feel the Christmas spirit! Well done.
How come Rockwell Green doesn't get its own tree but Tonedake does? Please can we have a tree in Rockwell Green have its own tree too.
Blue lights are a no no as far as I'm concerned - too cold.
A tree in Rockwell Green or a least some decorations would be great -we pay our council tax too!

The led icicle lights along the buildings look lovely and are probably massively cheaper than the ones strung over the street .

If all the shops had these it would look lovely

I think rockwell as a village would benefit from having a Christmas tree/some decorations. They never seem to get any lights . Would look lovely as you drive through into Wellington .

A change after 3 years would be preferred and would give it the new wow factor. Like the cross street Dec's but in white and gold.

Rockwell Green could do with a tree 😊

They should be refreshed and changed every 2 to 3 years. Maybe work with other nearby towns to swap around to save costs.

Rockwell green use to get some lights on lampposts we seem to get 4got now even a Christmas tree would be nice maybe opposite the chippy on the grass . If it goes to tonedale why not rockwell green?

Lights and a Christmas tree in Rockwell Green - it's been forgotten! Maybe ask the Italian restaurant if their car park by the entrance could accommodate the tree. Wall displays for lights?

It very good the Xmas light in twon my son loves them and Rockwall green it a Xmas

It's dated and needs to be modernised.

Simplicity yet elegance needs to be the theme

less traditional crud

What you have looks good but it's nice to change every few years so it keeps it interesting for people.

The current designs look dated and the colour scheme looks cheap. Gold and white or just white look more dramatic and timeless. The banner lighting is not necessary, string lighting in gold or white zigzagging across the streets would bring a much more festive feel and presumably would be cheaper? Tavistock in Devon does this very effectively.

Haven't put yes or no to questions where I don't mind, but you haven't offered a Don't mind either way option

With the current economic climate, perhaps simple strings of white LED bulbs and small trees with white bulbs would be cheaper. It seems ridiculous to spend thousands of pounds of christmas lighting when people are having difficulties with eating and heating.

Lighting on the Taunton Road end. Cades Farm don't feel like we're part of Wellington yet it's the main road in. How about next year having one on the Torres Vedras Drive/Taunton Road Roundabout or on the corner where Lidl now is. Bit more welcoming coming into the town. Incidentally, there's no town sign any more, looks a right shambles.

Just update the colour scheme

We need multi colours (red, green, blue, yellow, the lot!) to brighten up drab winter days, not boring monotone or cold white/blue.

Perfect as they are.

the lights punch above their weight when comparing to other towns, well done

The lights we have now are better than the previous ones and they make the town centre look lovely. The green and red are really festive and look striking down through the town. Wellington always has a fantastic display for the size of the town and I love going for evening walks to see them!

Wellington's is good, I travel to Minehead everyday and I would say theirs is absolutely outstanding. Probably the best I've ever seen anywhere.

There are alot of plain white lights which is a bit boring and I'm not a fan of the plain blue ones in North Street, but on the whole I think the lights are nicer than they have been in years.

I love Welly lights. Definitely the best around :)

Straighten the Christmas tree and put some decorations on the tree

Fairy lights around the new potted trees on the high street.

Love the bright lights, like the touches of red and green. Nice to have More lights going up South Street

Looks great

They look absolutely fabulous and match local retailers - well done!

A multicolour version of all the lights would be lovely more red and blue and green lights would look so lovely when the town is dark. The problem with white and gold is it's plain however the snow flakes it's perfect for white but white should only be for snowflakes.

Well done

As I approached the town centre from Longforth Farm end, the sight was magical. The lights and tree were gorgeous. The colours bright and cheerful and just lead your eyes down the road into High street. Absolutely gorgeous well done

It's not on

It's really lovely, as is the new tree in Tonedale!

Need additional cross banners up South Street as it always looks bare, it is a main street through the town. The lights on the Christmas tree need updating, white twinkling would be nicer and would go with any colour scheme.

Love the way the town looks, Christmas lights should be colourful, not plain white or blue.

I personally think that coloured Christmas lights are a bit tacky and not very pretty. Wiveliscombe have gone for warm white all around the town centre and it looks lovely

Would be nice to have more lights

They are fine as they are. It's nice to change them occasionally but familiarity is also good.

It's great, thanks for making such a big effort

Very good. The lights on the tree are better than the previous vertical lines. The addition of a tree at Tonedale is a lovely touch.

They are perfect as they are I just wished people would be more considerate parking by the tree

They look lovely. Not sure what some people expect but for a small town they are great. I particularly like the ones on either side of the street.

I think it should be looked at how long the lights are on for. I walk to work at 5:30am & they were still on!!!! It worries me there are some people living in the town that may not be able to afford to heat their homes but the council is paying to have the Christmas lights on every night, all night. Can I suggest they are put on for a few hours a night so the saved funds can be used elsewhere.

AGENDA ITEM 11

WELLINGTON EMERGENCY HIGH STREET FUND INDICATIVE PLAN - ALLOCATED MONIES - £25,000
Date: 23rd September 2022

THEME		SUGGESTED TIME FRAME	COMMENTS	APPROX COST	Expected Invoices	Invoices received (net)	VAT	Total cost	Project Balance (net of VAT)	Completed and Funds Available?
				Balance bought forward from £100K EHSF					£5,913.34	
Refurbish 2 Planters		End of December 2022	1 Planter outside United Reform Church Fore Street. 1 Planter outside Kamyko, High Street . Price from Creative Landscaping £3,245.60 plus £649.12 VAT	£4,000.00						
Community Photography Project	Kathryn Anne Photography	October/November 2022	11/01/22 - allow £150.00 for the displays to be removed mid March 2023 before end of March 2023 or if the owner wants it removed earlier. 22/11/22 Somerset Sign & Print - £482.08 + £96.42 VAT = £578.50. 14/11/22 - Wordgetsaround £150.00 increased due to the amount of artwork changes. Window Wrap on Shop front to showcase new and upcoming small businesses in Wellington. Town Council to cover cost of window wraps.	£800.00	£ 782.08					
Creative Workshop	Children Workshops	Town Council agreed to support one activity day. May add more depending on its success.	Town Council agreed to cover cost for Christmas Activity Day £450.00 2 workshop leaders. Venue: Wellington Scouts HQ hire £60.00. Date of activity Saturday 10th December 2022. Time 10am to 3pm. Wordsgetsaround Invoice £75.00 poster	£1,500.00	£ 525.00					
Christmas 2022	Street Entertainment - Fuse Performance Ltd	Completed by end of December 2022	Total invoices received for 5 days entertainers = £4965.00. Christmas Market & Light Switch on Event - Saturday 26th Nov. Saturday 3rd, 10th & 17th Dec. Thurs 22nd Dec. Waiting for Quotation	£5,000.00	£ 4,965.00					
	Bay Media Lamp Post Banners	Christmas Lights Switch On Event - Lamp Post Banners	7/11/2022 Bay Media Invoice £1386.00 + £277.20 VAT 13/10/22 - Wordgetsaround sent artwork to Bay media. Banners to be erected 1st week of Nov 2022. Taken down week ending 2nd Dec 2022	£1,500.00	£ 1,386.00					
	Somerset West and Taunton Distric t Council - Free Parking	Christmas Market & Lights Switch on Event - 26th Nov 2022 - free parking in Longforth Road, South Street & North Street Car Parks.	20/11/22 - SWT invoice £967.00 + £193.40 VAT Total: £1160.40 13/10/22 - SWT email approval for free parking, wait invoice	£1,000.00	£ 967.00					
Town Centre Living Wall	To install living wall to Highway Barriers in the Town Centre - Councillor Mark Lithgow would like to see this.	To be in place by end of year if agreed by Town Centre committee	10/1/23 - Consent application sent to SCC wait approval. costing may vary depending on how many displays are approved. 14/11/22 - Create Landscaping reviewed the quotation £6858.24 plus £1371.15 = £8229.89 based on 12 displays 8/11/2022 Create Landscape original quote June 2021 - £5045.04 plus VAT. Create to requote.	£7,000.00						
Bench Installations	5 benches purchased from Wellington Back Fund	By end of November 2022	10th Jan 2023 - M J Fletcher Property Maintenance installed the 5 benches - cost £250.00. 5th Dec 2022 - M J Fletcher Property Maintenance installed concrete pads for 5 benches - cost £960.00.	£1,000.00	£ 1,210.00					
		Deadline for expenditure 31st March 2023	TOTAL	£21,800.00	£ 9,835.08					

Key:

Projects Pending Approval by Town Centre Committee

Project completed

Wellington Town Council - Mascot

Option 1 – To purchase a costume

Company: Mascot Makers

Custom Mascots pricing starts at £4000.00 + Shipping + VAT

Pricing includes:

Our premium mascot costume includes the following;

- Mascot Costume Production
- Battery Operated Cooling Fan
- Sports Mesh Inner Lining
- Carrying Bag
- Logo printing

Example 1 – Friendly Fox :



- Personalise: Red T-shirt, Black Dungarees or black T-shirt Red Dungarees, Gold buttons. Gold and black shoes.
- Mascot Badge, Town Crest

Example 2 – Buzzy Bee



- Personalise: Black, red, gold bands on body.
- Mascot Badge, Town Crest

Example 3 – Squirrel



- Personalise: Black, red, gold waistcoat.
- Mascot Badge, Town Crest

Wellington Town Council - Mascot

Agenda Item: 13a(i)

Option 1 – To purchase a costume

Company: Frenzy Creative UK

Custom Mascots pricing starts at £1899.00 + Shipping + VAT

Pricing includes:

- all pre-work - a visual showing how your guy would translate into a costume (for "sign off" purposes - not always required)
- fabric samples
- branding
- full body covering - including handmade, non-slip soled, oversized shoes
- carry/storage bag

Example 1 – Friendly Fox :



- Personalise: Red T-shirt, Black Dungarees or black T-shirt Red Dungarees, Gold buttons. Gold and black shoes.
- Mascot Badge, Town Crest

Example 2 – Buzzy Bee



- Personalise: Black, red, gold bands on body.
- Mascot Badge, Town Crest

Example 3 – Squirrel



- Personalise: Black, red, gold waistcoat.
- Mascot Badge, Town

Wellington Town Council - Mascot

Option 1 – To purchase a costume

Company: Mascot Costumes

Custom Mascots pricing starts at £1800 + VAT



Mascot costumes from this Range are usually supplied with the following parts and features:

- A beautiful hand crafted soft padded Mascot Head.
- Separate hands and overshoe feet.
- Durable Mascot Body made from plush fabrics - with disguised back velcro fastenings.
- Stomach padding cushion or body hoops (only if applicable).
- Removable hygiene hood within the Mascot Head (Not supplied with Budget Range)

Example 1 – Friendly Fox :

- Costume: £899 + VAT
- Personalise: Red T-shirt, Black Dungarees or black T-shirt Red Dungarees, Gold buttons. Gold and black shoes.
- Mascot Badge, Town Crest £75.00
- Costume Branding: £49.00
- Durable Mascot Bag: £75.00
- Display Stand: £65.00

Example 2 – Buzzy Bee



- Costume: £899 + VAT
- Personalise: Black, red, gold bands on body.
- Mascot Badge, Town Crest £75.00
- Costume Branding: £49.00
- Durable Mascot Bag: £75.00
- Display Stand: £65.00

Example 3 – Squirrel



- Costume: £899 + VAT
- Personalise: Black, red, gold waistcoat.
- Mascot Badge, Town Crest £75.00
- Costume Branding: £49.00
- Durable Mascot Bag: £75.00
- Display Stand: £65.00

Wellington Town Council – Mascot

Option 2 – To Pay to hire one performer from Fuse Performance Ltd:

- a. Use their costume £325-£400 per day plus expenses to be agreed.
- b. Use WTC costume £175-£225 per day plus expenses to be agreed

FOX:



BEE:



DUCK:



SQUIRREL:



WELCOME TO WELLINGTON SIGNS

For Town Centre Committee January 2023

1. Background

1.1. Works to replace four 'Welcome to Wellington' signs was discussed at the Town Centre Committee in July 2022. At this meeting, it was agreed that the wording 'Gateway to the Blackdown Hills AONB' should be added to the signs.

1.2. Two additional 'Rockwell Green' signs were also requested.

2. Wellington in Bloom Signs

2.1. Having spoken to their (now disbanded) committee, Wellington in Bloom feel that the additional signs detailing their awards can now be removed as they feel they are now somewhat outdated.

3. Rotary

3.1. After the meeting, Richard Coupe e-mailed to ask if the Rotary logo could be included on the signs to advertise that the clubs are active in the town. This is often common practice in other areas. The logo has been forwarded to Highways to include as an option on the proofs. Highways have not indicated that the inclusion will incur additional cost.

3.2. The committee is asked to approve the inclusion of the logo.

4. Highways

4.1. Having raised the project with Highways, they have stipulated that the signage must be replaced by their contractors via the Traffic Management department.

4.2. All the details are now with their designers, and it is hoped the proofs can be circulated by e-mail prior to the meeting.

5. Costs

5.1. The price quoted by highways is £1,500 - £2,300. This will be dependent on how many existing posts can be reused.

5.2. This project will be funded from the Promotion of Wellington budget line.

6. Recommendation

6.1. It is recommended that the committee approve Officer spending of up to £2,500 to allow contingency for unexpected costs.

Alice Kendall
Deputy Clerk
10 January 2023

GEO-Sense Footfall Headline Report

Wellington

November 2022

106,745

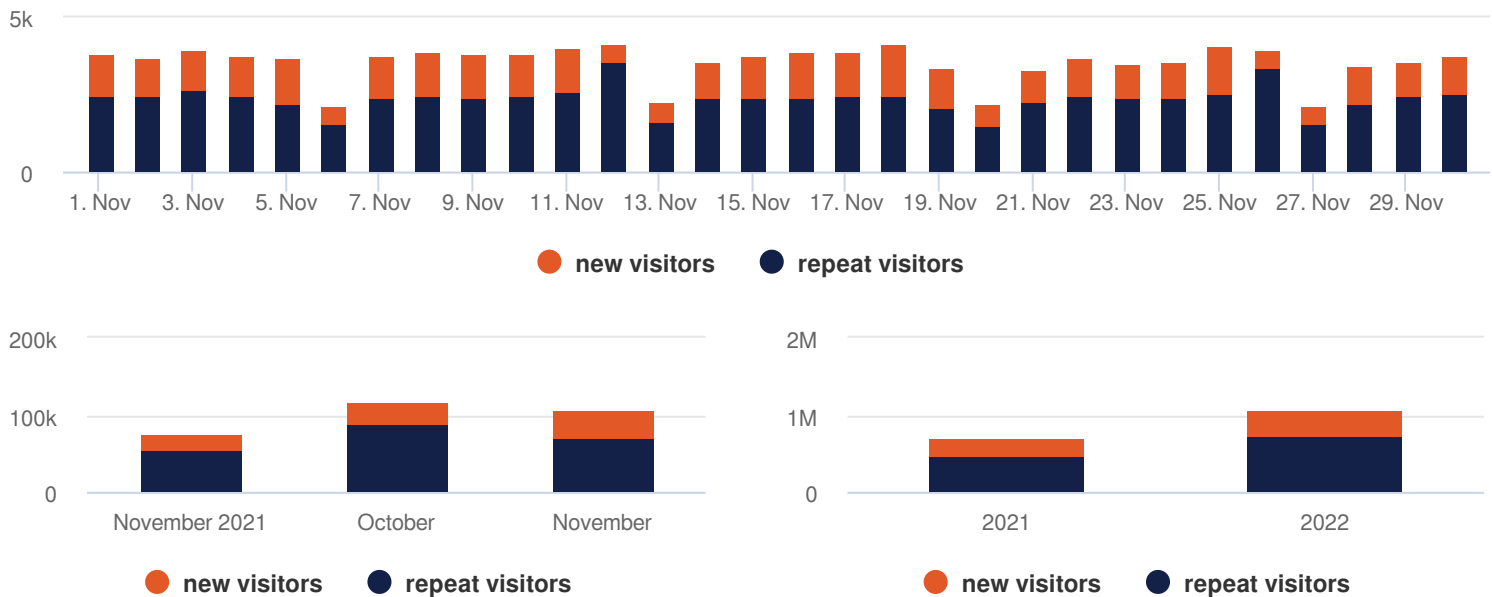
Total visits this period

Footfall is
-8%
down
based on
last month

3,558

Average visitors per day

Overall footfall statistics



Headlines

- The change in footfall compared to the previous month is a **-8%** decrease
- The total number of visitors was **106,745** of which **71,198** (67%) have visited previously and **35,547** (33%) were new
- The average number of visitors per day has increase by **14%** based on the year to date average
- Footfall for the year to date has increased by **34%** (360,926) based on the same period last year
- The busiest zone during November was the **Fore St / Squirrel Court** with **57,365** visitors, **54%** of the total venue visitors

Busiest Days

- The busiest day this month was **Saturday 12th** with **4,148**, **4%** of the total of which **597** (14%) were new visitors
- During this day the busiest time was between **10:00 and 11:00**
- Average Dwell for the day was **240** minutes

Intelli-Sense Analytics

powered by GEO-Sense

<https://proximityfutures.com>

GEO-Sense Footfall Headline Report

Wellington

December 2022

110,958

Total visits this period

Footfall is
4%
up based
on last
month

3,579

Average visitors per day

Overall footfall statistics



Headlines

- The change in footfall compared to the previous month is a **4%** increase
- The total number of visitors was **110,958** of which **76,631** (69%) have visited previously and **34,327** (31%) were new
- The average number of visitors per day has increase by **13%** based on the year to date average
- Footfall for the year to date has increased by **34%** (401,037) based on the same period last year
- The busiest zone during December was the **Wellington Weekly News** with **61,197** visitors, **55%** of the total venue visitors

Busiest Days

- The busiest day this month was **Friday 23rd** with **5,108**, **5%** of the total of which **644** (13%) were new visitors
- During this day the busiest time was between **10:00 and 11:00**
- Average Dwell for the day was **237** minutes

Intelli-Sense Analytics

powered by GEO-Sense

<https://proximityfutures.com>



INTELLI-SENSE

Agenda Item 15(ii)

Visitor Report Visitor Report page

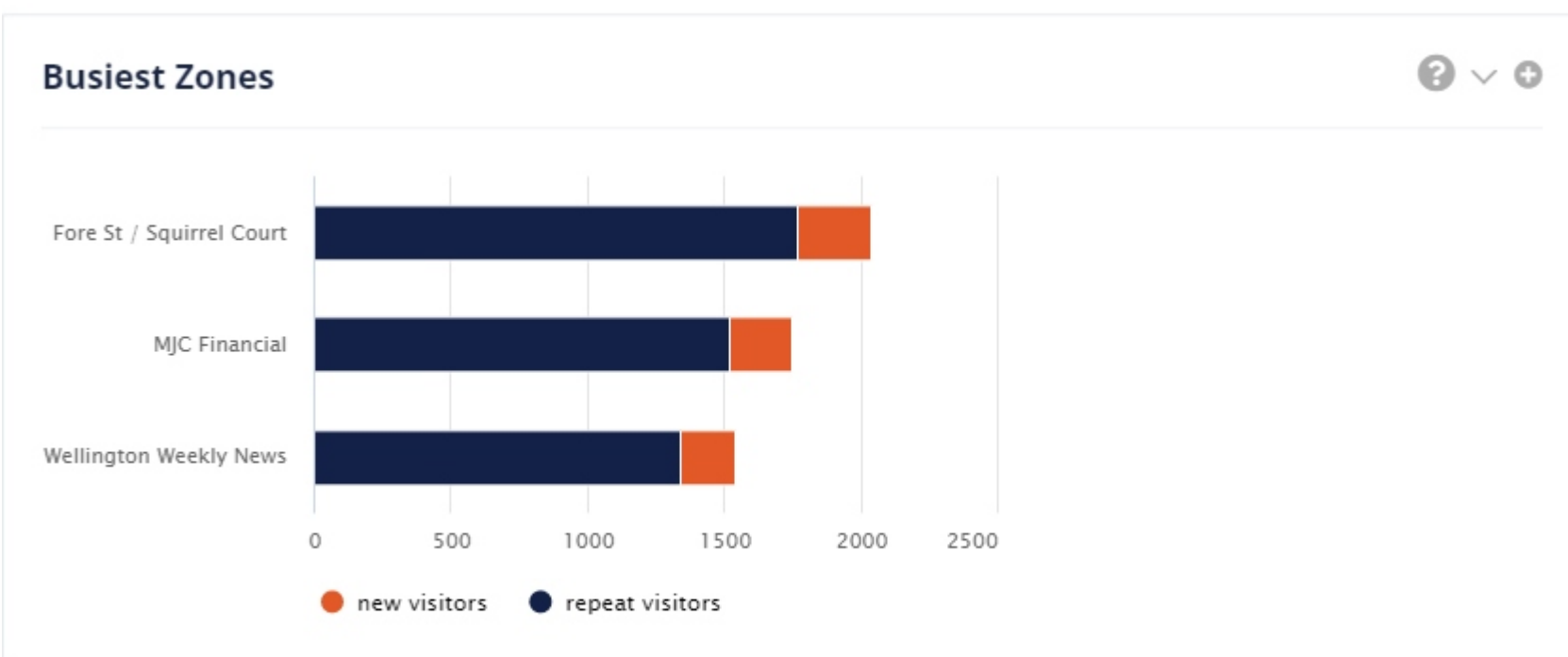
Start Page Tour

Print Report

Excel Export

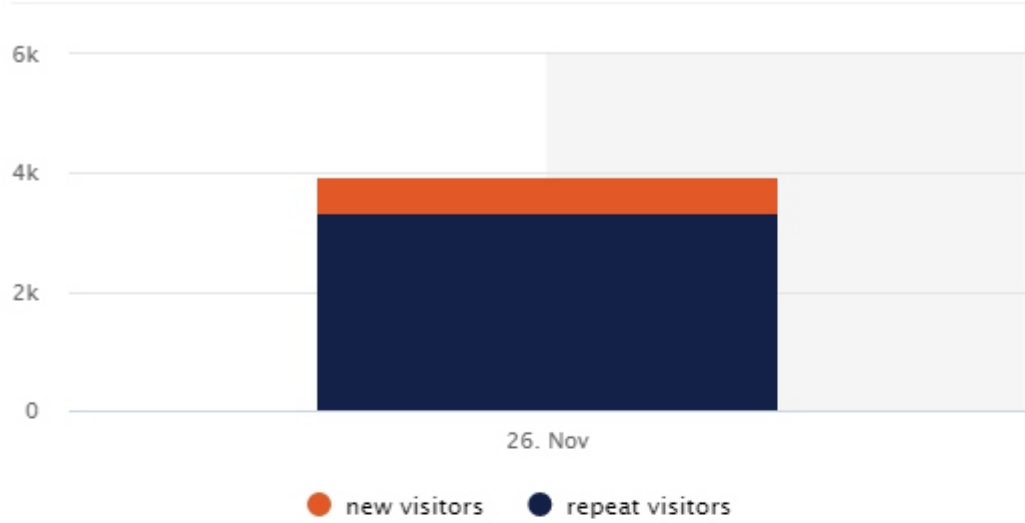
Saturday, 26 November 2022 - Saturday, 26 November 2022

Zone Selection Tool



Number of Visitors - New Vs Repeat

? v +



Event Markers ☒

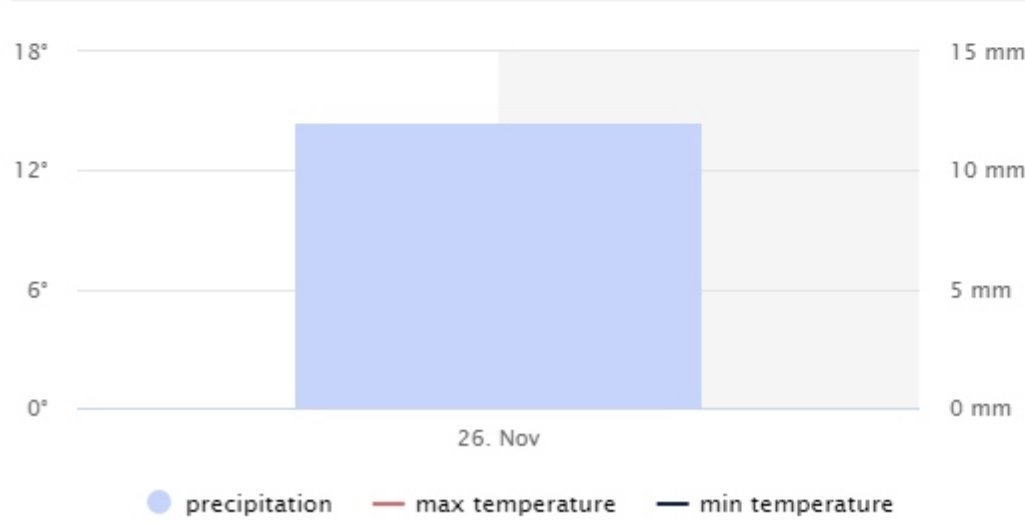
Dwell time Analysis

? v +



Weather Data powered by

? v +



Time of Day - Average

? v +

