



WELLINGTON TOWN COUNCIL
28 Fore Street, Wellington, Somerset TA21 8AQ
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**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	Policy and Resources Committee
Time	4.00pm
Date	20 February 2023
Place	United Reform 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 shouldn't attend the meeting if they or someone they live with has tested positive for COVID or have COVID symptoms.

Yours faithfully

Dave Farrow
Town Clerk
01823 662855
info@wellingtontowncouncil.co.uk

14 February 2023

Committee members: Councillors M Barr, S Booker, K Canham, A Govier, M Lithgow, J Lloyd, M McGuffie, J Thorne and K Wheatley

1. To receive apologies for absence and to approve the reasons given

2. To receive any Declarations of Interest

3. Minutes

To approve and sign the minutes of the Policy and Resources Committee Meetings held on 12 and 19 December 2022.

4. Questions and Comments from Members of the Public

Members of the public attending the meeting are invited to speak to the Committee for no longer than three minutes.

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. Request for Funding to Support Works at Toneworks

To consider a request from Somerset West and Taunton Council for funding to undertake work at Toneworks. A paper is attached for consideration.

6. To Review the Town Council Disciplinary Procedure

The Town Council Disciplinary Procedure was last updated in 2019 and requires reviewing as part of the Councils Policy Review timetable. The Committee is asked to consider **RECOMMENDING** that the revised Procedure, as attached, is adopted.

7. To Review the Town Councils Absence Management Procedure

The Town Council Absence Management Procedure was adopted in 2019 and requires reviewing as part of the Councils Policy Review timetable. On review the Town Clerks opinion is that no changes are necessary. The Committee is asked to consider **RECOMMENDING** to the Town Council that the procedure remain as is.

8. Proposal to Adopt a Town Council Sponsorship Policy

The Committee is asked to consider **RECOMMENDING** adoption of a Sponsorship Policy to the Town Council. A draft policy is attached for consideration.

9. Proposal for Oversight of Heritage Matters in the Town

The Committee is asked to consider whether it would recommend that a Committee of the Town Council should have oversight of heritage matters in the town as part of its terms of reference. A paper is attached for consideration.

10. Longforth Road Toilet Block

To receive an update from the Town Clerk on progress since the incident on the 23 December 2022 and consider **RECOMMENDING**

- (i) that a Sub Committee of four councillors is established to work with officers to develop proposals for consideration by the Town Council,
- (ii) the adoption of the attached draft specification for commissioning a Project Manager to oversee the project and liaise with insurers, specialist contractors and other professionals as necessary to create a proposal for the Council to consider.

11. Proposal to Rename the Taunton Road to Queen Elizabeth Way

To consider a proposal to rename the Taunton Road from the Chelston Roundabout to the town centre as Queen Elizabeth Way to honour the memory of her late Majesty Queen Elizabeth II. A paper is attached for consideration.

12. Request for Contribution to Repair the Boardwalk at The Basins

To consider a request from Somerset West and Taunton Council for a contribution towards the cost of repairing the boardwalk at The Basins. A paper is attached for consideration.

13. Health and Safety Support

To comply with current Health and Safety Legislation, the Town Council will need the support and advice from an Health & Safety Company to act as the competent person on behalf of the Council. **RECOMMENDING:** to approve the quotation from WT Consultancy (SW) Ltd and for the Committee to review the contract annually.

14. Allotment and Inspections Applications

To consider whether to agree to the purchase of software that would enable officers and councillors to better manage work relating to the allotments and also support the work of the Community Warden when appointed. A paper making a recommendation is attached for consideration.

15. Local Government Reorganisation

15.1 Local Community Networks

To consider the Town Council's response to the published proposals for Local Community networks (LCN) specifically to consider **RECOMMENDING** to the Town Council that its representative on the LCN should be the Mayor/Chairman of the Council.

15.2 Taunton Town Council

To note the draft budget for Taunton Town Council and in particular those assets being devolved to it.

Dave Farrow
Town Clerk
14 February 2023