



**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	<b>Council Meeting</b>
Time	7.00pm
Date	3 April 2023
Place	United Reformed Church Hall, Fore Street 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 COVID symptoms.

Yours faithfully

David Farrow  
Town Clerk  
01823 662855  
[info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)  
28 March 2023

**1. WELCOME AND INTRODUCTIONS**

**2. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN**

If you cannot attend, please send your apology and reason to the Town Clerk.

Councillors are reminded that failure to attend any Council meeting for 6 months, full council or committee/s, will result in them automatically ceasing to be a councillor irrespective of whether apologies are given.

**3. DECLARATIONS OF INTEREST**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Standing declarations made by Councillors are set out at the end of the agenda.

**4. MINUTES**

To approve and sign the minutes of the Town Council and Planning meetings held on 6 February 2023 (copies attached).

**5. 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

**6. TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**

A report from Sergeant Kat Forrest will be circulated in advance of the meeting.

**7. TO RECEIVE A PRESENTATION FROM AIRBAND COMMUNITY INTERNET LTD**

Faye Cross, Community Liaison Officer with Airband Community Internet Ltd will detail the project plan for Wellington.

**8. TO RECEIVE A REPORT FROM THE MAYOR**

**9. SOMERSET COUNTY AND UNITARY COUNCIL PROGRESS UPDATE**

Unitary Councillors to provide an update on any issues of interest to the Town Council and to consider any progress reports on Local Government Reorganisation.

**10. TO RECEIVE THE CLERK'S REPORT ON RECENT COUNCIL ACTIVITIES**

A report from the Town Clerk will be circulated in advance of the meeting.

**11. FINANCE COMMITTEE**

The Minutes of the meeting held on 21 March 2023 and relevant papers supporting its recommendation are attached for information and consideration. Councillor Lithgow will provide an update at the meeting.

Having reviewed the Town Council's Earmarked Reserves and Community Infrastructure Levy (CIL) budgets the Committee **RECOMMENDS** that the Town Council resolve that:

- (i) The balance of the Railway Station and Post Office Provision reserves be maintained to show the Council's commitment to these projects.
- (ii) The Neighbourhood Plan reserve be closed, and the remaining balance be put back into the general reserve.
- (iii) The Professional Services line be returned to a revenue budget.
- (iv) No more commitments are made to fund items from the CIL reserve until costs for the Longforth Road Toilets are known.

The Council is asked to note the following decisions taken under the Committees delegated powers:

- (i) To grant £2,982 to the Avon and Somerset Constabulary Airsoft Project with the condition that monthly updates and reports on numbers attending be given in Sgt Forest's reports to Full Council.
- (ii) To grant £300 to the Wellington Methodist Church to support its Clothes Swap Initiative. The Deputy Clerk was asked to reach out to the organisers to discuss their possible future needs.

## **12. ENVIRONMENT AND HERITAGE COMMITTEE**

The Minutes of the meeting held on 21 March 2023 and the background papers relating to the recommendations below are attached for information and consideration. Councillor McGuffie will provide an update at the meeting.

The Committee **RECOMMENDS** that the Town Council:

- (i) Adopts the revised terms of reference for the Committee given its new role in having oversight of heritage matters in the town.
- (ii) Agrees the outline terms for the underlease for the Community Farm Pilot Project as contained in the report circulated with the agenda.
- (iii) Agrees that £5,000 be set aside from the Playing Pitch Strategy budget to enable a feasibility study to be carried out in relation to the potential provision of new junior sports pitches in the Green Corridor and that the Town Clerk be given delegated authority to approve payment up to that amount once three quotes have been received.
- (iv) Accepts the quote from Somerset West and Taunton Council/Somerset Council for grass cutting at Tonedale Play Area and emptying dog bins in the town with a view to reviewing the contract for 2024/25.

The Council is asked to note the following decisions taken under the Committees delegated powers:

- (i) to accept the quote from Chris Groves Associates for the removal of 30 dead elm trees from the Basins Allotment boundary.
- (ii) to agree a contribution of £3,000 from the Green Corridor Budget towards the total cost of installing stock proof fencing along the boundary of the Community Farm Field and The Nature Reserve, the installation of rabbit proof fencing around the Community Farm Food Area and the replacement of the gate to the field from the Basins area.

- (iii) to accept the quote from Atworth Arboriculture Ltd to undertake a tree safety survey along footpaths in the Green Corridor.

### **13. TOWN CENTRE COMMITTEE**

The Minutes of the meetings held on 21 March 2023 and the background papers relating to the recommendations below are attached for information. Councillor J Lloyd will provide an update at the meeting.

The Council is asked to note the following decisions taken under the Committees delegated powers:

- (i) Christmas Lights 2023: to give delegated spending authority to Officers (in conjunction with the Chairman) to enable installation of infrastructure where required as detailed in item 3. This to be in line with ToR with a £3,000 limit for each item of expenditure.
- (ii) Emergency High Street Recovery Fund: to approve under delegated powers quotations for Living Display Trays, Hanging Rails & Water Container £4933.69 plus VAT £986.74 = £5920.43 and Create Landscaping Ltd for the installation and planting of Living Display Trays - £2723.79 plus VAT £544.75 = £3268.54, with the Emergency High Street Recovery Fund covering the costs.
- (iii) Emergency High Street Recovery Fund: to approve Fingerpost Arm – Corner of South Street/Fore Street. Additional arm for “Park & Memorial” – FWDP Quotation £776.00 plus VAT. Excludes fitting.
- (iv) Emergency High Street Recovery Fund: Street Banners for Events: 8 x King Charles III Coronation Celebration – 7<sup>th</sup> May 2023. Quotation £980.00 plus VAT. 4 x The Rifles – Freedom of the Town & Armed Forces Day Celebration – 17<sup>th</sup> June 2023 – Quotation £515.00 plus VAT. 4 x Wellington Street Fair – 3<sup>rd</sup> June 2023 – Quotation £515.00 plus VAT.
- (v) Emergency High Street Recovery Fund: – Full Council approved expenditure on 5<sup>th</sup> December 2022: Green Barnes Notice Board for Rockwell Green. Cost: £1300.00 plus VAT. Abacus Construction Installation Cost: £490.00 plus VAT. Green Barnes Notice Board for The Priory. Cost: £1300.00 plus VAT. Abacus Construction Installation Cost: £490.00 plus VAT. Green Barnes Notice Board for Tonedale. Cost: £1300.00 plus VAT. Abacus Construction Installation Cost: £490.00 plus VAT

### **14. THE KINGS ARMS**

To consider a proposal for the Town Council to lead on the development of a Community Hub on the ground floor of The Kings Arms building. A paper is attached to the agenda.

### **15. TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**

The Council is asked to **RESOLVE** to exclude members of the press and public for agenda item 16 and 17 in accordance with Public Bodies (Admission to Meetings) Act 1960 as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted. The basis of the request is that elements of the reports relate to existing commercial arrangements or contain commercially sensitive information.

**16. LONGFORTH ROAD TOILET BLOCK**

To consider a recommendation from the Policy and Resources Meeting held on 27 March 2023 in relation to the appointment of a Project Manager to oversee work on the Longforth Road Toilet Block. A report containing the recommendation is attached to the agenda for consideration along with the minutes of the meeting.

**17.MANAGEMENT OF PUBLIC OPEN SPACES**

To consider a report from the Town Clerk.

**DECLARATIONS OF INTEREST**

**Members of Somerset County Council:**

Councillor Andrew Govier

Councillor Marcus Barr

Councillor Ross Henley

**Members of Somerset West and Taunton Council:**

Councillor Janet Lloyd

Councillor Andrew Govier

Councillor Mark Lithgow

Councillor Ross Henley

Councillor Marcus Barr

Councillor Chris Booth

Councillor Keith Wheatley