

## WELLINGTON TOWN COUNCIL

### MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON 17 April 2023 AT 4.00pm

**Present:** Councillors M Lithgow (Chair)  
M Barr, K Canham, A Govier, J Lloyd, J Thorne and M McGuffie  
David Farrow – Town Clerk.

One member of the press was in attendance.

#### **634 Apologies**

Apologies were received and noted from Councillor K Wheatley.

#### **635 Declarations of Interest**

None were declared.

#### **636 Minutes**

**RESOLVED** to approve the minutes of the meetings held on 27 March 2023

#### **637 Questions and Comments from Members of the Public**

There were no questions.

#### **638 Youth Provision in Wellington**

Councillors A Govier and M Lithgow declared a personal interest as Directors of Wellington Community Support Services which receives funding from the Town Council for the provision of youth services in the town.

Peter Joint, Community One Team Coordinator, joined the meeting to discuss the work of the Community One Team's Children and Young Peoples Wellbeing Group specifically in relation to seeking the views of young people about future provision in the town. Councillors made some suggestions for provision which Peter Joint said he would take back to the group. It was agreed that the committee should revisit this work in at its August meeting.

4.30pm – at this juncture Councillor Thorne left the meeting.

#### **639 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. It was **RESOLVED** to recommend to the Town Council that the revised Procedure is adopted.

#### **640 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 Council's Policy Review timetable. On review, the Town Clerk's opinion is that no changes are necessary. It was **RESOLVED** to recommend to Full Council that the procedure remain as is.

**641 Request for Additional Street Lighting**

The Committee authorised the Town Clerk to obtain quotes from Somerset Council Street Lighting for installing street lighting on the footpath between Eight Acre Lane and Wellesley Park and for additional lighting in White Hart Lane.

**642 Health and Safety Policy**

It was **RESOLVED** to recommend to Full Council that the Health and Safety Policy drafted by WT Consultancy (SW) Ltd the Council Health and Safety Consultants that had been circulated with the agenda be adopted.

**643 Public Open Spaces**

Following the decision at Full Council on 3 April 2023; the Committee nominated Councillors A Govier and M Lithgow to join officers in discussions with developers relating to the management of public open spaces on the Longforth Farm Development.

**644 Community Warden Update**

The Town Clerk reported that no applications had been received following the readvertisement for the post of Community Warden. Options were discussed for filling the role and the Town Clerk was asked to develop a proposal for increasing the hours for the post for consideration at a Town Council meeting.

**645 To Exclude Members of the Press and Public**

It was **RESOLVED** that the public and press be excluded from the meeting under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960.

**646 Longforth Road Toilet Block**

The Committee reviewed correspondence that had been received and authorised the Town Clerk to hold further discussions with the contact.

There being no further business the meeting closed at 5.30pm

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**Councillor Mark Lithgow**  
**Chairman**