



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	TOWN CENTRE COMMITTEE
Time	6.00pm
Date	Tuesday 16 th May 2023
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
10th May 2023

Committee Membership: Councillors M Lithgow, J Lloyd, N Powell-Brace, M Barr, C Booth, C Govier, K Wheatley. S. Booker
Sharon Davis, Sean Pringle-Kosikowsky

AGENDA

1. TO ELECT A CHAIRMAN FOR THE FORTHCOMING YEAR

2. CO-OPTION OF NON-COUNCIL MEMBERS TO THE COMMITTEE

As per the Terms of Reference approved at Full Council on 3rd May 2023, up to six non-Council members may be co-opted onto the Committee.

Current non-council members are Sharon Davis and Sean Pringle-Kosikowsky to be considered for co-option.

3. APOLOGIES

4. DECLARATIONS OF INTEREST

To receive declarations of personal or prejudicial interests, in accordance with the Code of Conduct.

5. MINUTES

To approve and sign the minutes of the Town Centre Committee meeting held on 21st March 2023.

6. 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

7. TO REVIEW DATES AND TIMES OF MEETINGS

At the Annual Council Meeting, it was decided that each Committee should review the frequency, dates and times of their meetings. On the draft calendar, it is proposed to hold the meetings on the 2nd Tuesday of every other Month. The timing will depend on the size of the agenda but would be approx. 6.00pm.

8. TOWN COUNCIL MASCOT

To consider the results of public survey which closed on 6th April 2023. Public Survey circulated prior to meeting.

9. KING'S CORONATION CELEBRATIONS – Sunday 7th May 2023:

- Committee to discuss the Spring Fayre and Family Fun Day & Firework Events.
- Event Expenditure Report circulated prior to meeting

10. ANNUAL STREET FAIR 2023

Annette Kirk, Assets & Events Officer to give update.

- 47 Stalls confirmed to date.
- Deadline Friday 12th May 2023

11. RIFLES REGIMENT: FREEDOM OF THE TOWN 17 JUNE 2023

1. Assets & Events Officer and Town Clerk to give update following Working Group meeting on 9th May 2023.

2. Resolved at the Full Council meeting on 6th March 2023, that in addition to the £3,500 already budgeted a further £12,000 to be drawn down from reserves if needed. Emergency High Street Recovery Fund covered the cost of Street Banners. Artwork Design for posters and lamp post banners.

RECOMMENDATION: To approve costs to date on block, as detailed below:

- a) Somerset Council – Traffic Order - £650.00
- b) Weston Recovery Truck Service - £750.00
- c) Steve Hawker PA System for The Rifles Parade and Armed Forces Celebration - £310.00
- d) Hire of United Reformed Church Hall - £35.00
- e) Hire of Scout Hall - £30.00
- f) First Aid Cover by St. John's Ambulance £442.40
- g) WGS Electricals to put up and take down street banners - £790.00
- h) Interiors & Flowers Quotation - £875.00 to decorate canopy, 2 x pillars and Dais. Quotation Circulated prior to meeting.
- i) Carly Press Quotation – £1413.00 for 8500 copies of the Rifles Regiment Programme to be inserted in Wellington Town Centre Guide and delivered. 500 copies to be held back to give to town centre businesses to distribute.
- j) Event Hire Solutions Ltd: Hire of 4 x Portaloos - £420.00
- k) Somerset Council – Free Parking - £928.00
- l) Crown 1776 Re-enactment Group - £300.00

12. TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

To resolve: that under section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press be excluded from the meeting.

13. CHRISTMAS LIGHTING CONTRACT

Having been advertised on the Contracts Finder website, tender submissions have been received for the hire of the Christmas lighting scheme. A summary is attached with supporting documentation. Those firms offering scheme hire will be invited to give a short presentation. Separate tenders have been received for the installation, these are also summarised and attached.

14. DATE OF NEXT MEETING: To be confirmed

David Farrow
Town Clerk
10th May 2023