



WELLINGTON TOWN COUNCIL

Serving Wellington & Rockwell Green

TRAFFIC MANAGEMENT PLAN

EVENT DETAILS	
Name of Event	Wellington Street Fair
Event Contact	Annette Kirk, Asset & Events Officer
Event Location	High Street, TA21 8RA & South Street
Event Type	Street Fair
Date of Event	Saturday 3rd June 2023
Required Set –up Time	6.00am
Required Pack up Time	6.00pm

Event Coordinator	Annette Kirk
Organisation	Wellington Town Council
Address	28 Fore Street, Wellington TA21 8AQ
Phone	0749 6528389
Email	annette@wellingtontowncouncil.co.uk

1. Event overview

The plan is for the Street Fair to consist of approximately 60 traders. It provides local traders the opportunity to sell their products directly to customers and gives people in the community the knowledge of how their food was grown and produced, It also enables local crafters and businesses, community groups and schools to sell their goods and raise money. The criteria for traders can be found on our website www.wellingtontowncouncil.co.uk

2. How this event will impact the road network

There will be two road closures – High Street and South Street. A Traffic Management Plan detailing road closures and diversions has been produced by Bridgwater Guy Fawkes Carnival Ltd and submitted to Somerset County Council

3. Is there impact on public transport

Buses do use the High Street. All bus companies have been contacted to advise of the road closure and sent a copy of the map detailing the closure and diversion routes. The High Street is usually closed to traffic for events two or three times a year, so bus companies will be aware of the impact on their routes and be able to plan accordingly.

4. How post office vehicle movements will be managed

There will be two road marshalls at the top of White Hart Lane and at the road closure at the end of High Street junction with North Street, South Street and Fore Street. All marshalls will have radio communication to ensure the post office can carry out normal service - see attached Road and Stall Layout Plan for the High Street – Yellow Arrows indicating Royal Mail Lane. The Postmaster has been notified in writing of the event and road closures. To date no concerns have been raised.

5. Car Parking arrangements

Public parking in North Street Car Park, South Street Car Park and Longforth Road Car park

6. Are buses and taxis affected and if so, what communication has taken place with them and what arrangements have been put in place?

See answer to question 3 above. Local Bus and Taxi Companies have been notified of road closure and Traffic Diversion Plan provided

7. Blue Badge Parking - These bays in High Street will not be in use - where will blue badge holders park instead?

There will be Blue Badge Parking available in North Street Car Park, South Street Car park and Longforth Road Car Park as well as along Fore Street.

8. Carer access arrangements for properties in High Street

Event Posters are displayed on the town centre notice board and on social media platforms e.g. facebook. These have been shared with local community groups, schools etc.,

Road Closure signage will be put up by Bridgwater Guy Fawkes Carnival Ltd prior to the event. Car Parks are located around the town centre so carers will be able to park in them at no cost and can easily walk to High Street and South Street.

9. Site Description and Access Points

High Street and South Street, Wellington will be closed. Barriers will be positioned at both ends of the streets with two marshalls at each point. Marshalls will have radio communication with the Day Manager/Event Co-ordinator.

10. Written details about the road closures & Maps

Traffic Diversion Plan devised by Bridgwater Guy Fawkes Carnival Ltd – See attached plan

11. Emergency Services Access routes (plan)

Stall and Road Layout plans for High Street and South – green arrows for loading and Emergency Vehicles - see attached

12. PATO or CSAS staff?

We have emailed Sgt .Kat Bishop Wellington Police Station – wait reply
Bridgwater Guy Fawkes Carnival Ltd to provide traffic management services –
in accordance with Chapter 8 of the Road Traffic Act 1991

13. Overview of Road Layout in Proximity to the Site

Refer to item 11 above: Stall and Road Layout Plans

14. Pre and Post Event Traffic

Road Closure will start from 6am. Roads will open at 6pm.

15. Consultation nearby businesses and residents.

We have sent letters/emails to:

Town Centre businesses
Post Master. Royal Mail Sorting Office, High Street, Wellington
Sgt.Dan Bishop Wellington Police Station
Avon & Somerset Fire Service
Avon & Somerset Ambulance Service
First Bus Company
National Express Bus Company
Berry's Coaches Taunton

Traffic Diversion Plan provided or available on request. We have received no objections.

16. Emergency Services Access routes

See attach Road and Stall Layout Plan – red direction arrows

17. Marshalls/steward plan

See attach Road and Stall Layout Plan – Green Spot: Bridgwater Guy
Fawkes Carnival Ltd Chapter 8 Marshalls. Yellow Spot: Marshalls Volunteer

18. Information about trader vehicles access and egress to the site and timings of these vehicle movements.

- Marshalls will be on hand from 7.00am to guide stall holders to their allocated space
- All Stallholders must claim their pitch by 07.00am as directed
- All vehicles are to be removed as quickly as possible from the site and by no later than 9.30am.
- No vehicles will be permitted back onto the site until 16:15pm.
- Stalls should be dismantled, packed away and removed from site by 17.30pm