



**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	10 October 2023
Place	United Reform Church Hall Fore Street, Wellington TA21 8AG

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Councillors will be discussing all the items listed on the attached Agenda and minutes will be available online after the meeting.

Yours faithfully

Dave Farrow  
Town Clerk  
01823 662855  
[info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)

4 October 2023

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

## **1. TO RECEIVE APOLOGIES AND APPROVE THE REASONS GIVEN**

## **2. 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).

## **3. MINUTES**

To approve and sign the minutes of the Policy and Resources Committee Meeting held on 15 August 2023.

## **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. LONGFORTH ROAD TOILET BLOCK UPDATE**

A copy of the Project Plan and Risk Register developed by Ravenslade will be available at the meeting. The Town Clerk will provide an update on progress.

## **6. ARMED FORCES COVENANT**

To consider recommending to the Town Council the adoption of the draft Armed Forces Covenant circulated with the agenda.

## **7. STAFFING PROPOSALS**

To consider short term staffing arrangements to progress Council projects.

## **8. FLOODING RESPONSE**

To discuss how the Town Council should (a) prepare for future flooding events and (b) to consider how it will contribute to the Somerset Council review when it takes place. A copy of the report considered by the Town Council is attached for information.

## **9. EMERGENCY PLAN**

To consider the development of an Emergency Plan for the Town. The Town Clerk is attending a conference on this on 5 October and will circulate a paper after that and in advance of the meeting.

## **10. NALC COUNCIL OF THE YEAR AWARD**

To confirm that the Mayor or in his absence the Deputy Mayor should attend the Parliamentary Reception on the 29 November where the result will be announced. If neither of them are available to consider who should represent the Council.

## **11. TOWN COUNCIL ACCOMODATION**

The Town Clerk will provide an update on progress.

## **12. OUTCOMES OF COMMUNITY SURVEY**

To consider the findings of the Community Survey carried out by The Community Council for Somerset. A copy is attached to the agenda.

### **13. COMMUNITY CONNECT CHAPION UPDATE**

To receive an update from Peter Joint on his work to date. A paper will be circulated in advance of the meeting.

Dave Farrow  
Town Clerk  
4 October 2023