

MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE COMMITTEE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON TUESDAY 16 JANUARY 2024 AT 5.30PM

PRESENT: Councillor A Govier (Chair),
Councillors M Barr, C Govier, J Lloyd, M McGuffie and J Thorne

Alice Kendall – Deputy Clerk/Deputy RFO
Annette Kirk – Assets and Events Officer

One member of the press
Three members of the public

424 APOLOGIES

Apologies were received from Councillor M Lithgow.

425 DECLARATIONS OF INTEREST

Councillors Lloyd and A Govier have a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being a former customer of the company.

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being a personal friend of the company owner.

Councillor Thorne declared a personal interest in agenda item 5(b) as there was a payment listed to his employer – Tindle Newspapers. He further noted that this should have been raised previously and the committee noted the interest retrospectively.

426 PUBLIC PARTICIPATION

The three members of the public present were representatives of the groups making grant applications and would answer questions if required at the appropriate agenda item.

427 MINUTES

RESOLVED to approve and sign the minutes of the meeting held on 14 November 2023.

428 ACCOUNTING STATEMENTS

a. TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 10 JANUARY 2024

RESOLVED to note and approve the bank reconciliation as presented.

b. TO NOTE AND APPROVE EXPENDITURE FOR 6 DECEMBER 2023 - 10 JANUARY 2024

RESOLVED to note and approve the expenditure as presented.

c. TO NOTE AND APPROVE INCOME RECEIVED FOR 6 DECEMBER 2023 - 10 JANUARY 2024

RESOLVED to note and approve the income as presented.

d. TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET AT 5 DECEMBER 2023

Councillor McGuffie expressed concern that some lines remain unspent as we near the end of the financial year but wasn't sure how to raise this. He gave Community Safety as an example. The Deputy Clerk advised that this report is presented to the Finance Committee each month so that such matters can be raised. Regarding the example given, she explained that the Council has some lines that are used as contingency budgets for any ad hoc expenditure as required (see also Emergency Planning, for example). The Community Safety line is proposed to be used to move the defibrillator from Longforth Road Toilets. The matter of which was due to be considered at the following meeting (Town Centre Committee). Councillors agreed that the removal of such lines would not be appropriate.

Lastly, it was reported that budget setting meeting would be held on 31st January where the figures for 24-25 will be reviewed completely. The Deputy Clerk reminded the meeting that if any Councillor had any queries about budget lines or under/overspends they can e-mail her directly and she will reply as quickly as possible.

RESOLVED to note and approve the budget report as presented.

429 GRANTS

a. Applications

- i. Wellington Tennis Club** – The club submitted an application for £1,120 towards junior match play sessions. The application and supporting documents were circulated to Councillors by e-mail.

After some discussion, it was **RESOLVED** to suspend Standing Orders to allow the applicant to answer questions.

RESOLVED to reinstate Standing Orders

It was proposed that half of the amount be awarded. There was no seconder.

RESOLVED to award a grant of £1,120.

- ii. St Margaret's Hospice** – The organisation applied for a £1,500 contribution to one of their Community Nurse Specialists. The application and supporting documents were circulated to Councillors by e-mail.

After some discussion, it was **RESOLVED** to suspend Standing Orders to allow the applicant to answer questions.

RESOLVED to reinstate Standing Orders

RESOLVED to award a grant of £1,500. Councillors asked the representative to pass on their thanks to the organisation for the important work they do.

- iii. **Wellington Cricket Club** – the club applied for £720 for their annual indoor training sessions. The application and supporting documents were circulated to Councillors by e-mail.

RESOLVED to award a grant of £720.

b. Summary

The Summary of grants paid in the current financial year was noted.

430 REVIEW OF ASSET REGISTER

RESOLVED to recommend to Full Council that the updated Asset Register be accepted following the addition of the life ring installed at the Basins.

There being no further business the meeting closed at 6.02pm

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WELLINGTON TOWN COUNCIL
FIXED ASSET REGISTER 2023/24

Outdoor Property / Street Furniture								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Bench	High Street	Promotional Space	08/04/2020	£496.25	£700.00	B1		Image needs updating?
Bench	Fore Street	Entrance to North Street Car Park RHS	11/10/2017	£472.50	£700.00	B2	Town Centre	
Bench	Longforth Road	Junction with High St	11/10/2017	£472.50	£700.00	B3	Town Centre	
Bench	North Street	WHERE Centre	11/10/2017	£472.50	£700.00	B6	Town Centre	
Bench	Mantle Street	Medical Centre	19/11/2003	£1.00	£700.00	B4	Rockwell Green	
Bench	Poole Corner	Roundabout	04/09/2000	£1.00	£700.00	B5	Wellington East	
Bench	Basins	Basins	08/04/2020	£496.25	£700.00	Awaited	Basins	
Bench	Brookalnds Drive	Brookalnds Drive	08/04/2020	£496.25	£700.00	Awaited		
Bench	Tonedale	One Stop Car Park	08/04/2020	£496.25	£700.00	Awaited		
Bench	3x Monmouth Gardens	North Street	14/01/2022	£3.00	£2,100.00	Awaited		
Bench	Fore Street	Entrance to North Street Car Park LHS	14/01/2022	£1.00	£700.00	Awaited		
Bench	4x United Reformed Church	Fore Street	14/01/2022	£4.00	£2,800.00	Awaited		
Bench	Mantle Street Planter	Mantle Street	14/01/2022	£1.00	£700.00	Awaited		
Bench	2x Community Hospital	Bulford	14/01/2022	£2.00	£800.00	Awaited		
Bench	Picnic Bench Roly Poly Green	Longforth Road	14/01/2022	£1.00	£1,150.00	Awaited		
Bench	Curved Bench	Outside Co-Op	23/02/2022	£2,880.00	£4,000.00	Awaited	Town Centre	
Bench		Lodge Close	21/07/2023	£706.38	£715.00			
Bench		Wellington Playing Field	21/07/2023	£706.38	£715.00			
		Bench Total		£7,709.26	£19,980.00			
Bus Shelter	Coach Park	Longforth Road	17/01/2022	£3,854.00	£8,500.00	Awaited		
		Bus Shelter Total		£3,854.00	£8,500.00			
Planter	Shoreline Planter	Outside Co-Op	23/02/2022	£2,100.00	£3,000.00	Awaited	Town Centre	
Planter	6x Wooden Planters		03/05/2022	£12,324.00	£18,000.00	Awaited		
Planter	6x Tree Planters		03/05/2022	£6.00	£15,000.00	Awaited		
		Planter Total		£14,430.00	£36,000.00			
Cycle Racks	10x Cycle racks	High St, White Hart Lane & Fore St	23/02/2022	£1,050.00	£2,000.00	Awaited		
		Cycle Total		£1,050.00	£2,000.00			

**WELLINGTON TOWN COUNCIL
FIXED ASSET REGISTER 2023/24**

Dog Waste Bin	Jurston Lane	On grass verge by stream	10/03/2011	£1.00	£488.22	DWB1	Wellington East	
Dog Waste Bin	Cades Mead	Nr Play Area	10/03/2011	£1.00	£488.22	DWB2	Wellington East	
Dog Waste Bin	Weavers Reach	By Bridge & Play Area	10/03/2011	£1.00	£488.22	DWB3	Wellington North	
Dog Waste Bin	Millstream Gardens	Outside One Stop	10/03/2011	£1.00	£488.22	DWB4	Wellington North	
Dog Waste Bin	Bovet Street	In Car Park	10/03/2011	£1.00	£488.22	DWB5	Wellington North	
Dog Waste Bin	Exeter Road	Nr Bungalows	10/03/2011	£1.00	£488.22	DWB6	Rockwell Green	Large split at base
Dog Waste Bin	Swains Lane	On bypass	10/03/2011	£1.00	£488.22	DWB7	Rockwell Green	
Dog Waste Bin	Torres Vedras Drive	Nr Path entrance to Open Space	16/03/2021	£376.00	£488.22	DWB8	Wellington East	
Dog Waste Bin	Longforth Farm	Nr Farmhouse	20/04/2021	£388.00	£488.22	DWB9	Wellington North	
Dog Waste Bin	Palmers Mead	Nr Pond	09/08/2021	£102.00	£488.22	DWB10	Wellington North	
Dog Waste Bin	Linden Meadow	Westford Field	30/11/2022	£375.00	£488.22	Awaited		
Dog Waste Bin	Sewage Works	Sewage Works	30/11/2022	£350.00	£488.22	Awaited		
Dog Waste Bin	Aspin Close	Aspin Close	30/11/2022	£342.00	£488.22	Awaited		
		Dog Waste Bin Total		£1,940.00	£6,346.86			
Grit Bin	St John's School		10/03/2011	£250.00	£309.00	GB1	Wellington East	
Grit Bin	Hoyles Road		10/03/2011	£250.00	£309.00	GB2	Wellington East	
Grit Bin	Popes Lane		10/03/2011	£250.00	£309.00	GB3	Rockwell Green	
Grit Bin	Oaken Ground		10/03/2011	£250.00	£309.00	GB4	Rockwell Green	
Grit Bin	Mill Stream Gardens		10/03/2011	£250.00	£309.00	GB5	Wellington North	
Grit Bin	Swains Lane		10/03/2011	£250.00	£309.00	GB6	Rockwell Green	
Grit Bin	Howard Rd / Brendon Rd		10/03/2011	£250.00	£309.00	GB7	Wellington North	
Grit Bin	Springfield Road		07/03/2022	£1.00	£309.00	Awaited	Wellington North	
Grit Bin	Cornhill		07/03/2022	£1.00	£309.00	Awaited	Town Centre	
		Grit Bin Total		£1,752.00	£2,781.00			
Noticeboard	Rockwell Green	Oaken Ground Junction	27/02/2023	£1,581.00	£2,081.00	NB1	Rockwell Green	
Noticeboard	Town Centre	Outside Co-Op	02/09/2002	£1.00	£3,750.00	NB2	Town Centre	
Noticeboard	Burrough Way	Burrough Way	29/06/2020	£1,255.00	£1,800.00	NB3	Rockwell Green	
Noticeboard	Basins	Basins	27/02/2023	£4,384.00	£4,884.00	NB4		
Noticeboard	Priory	Priory	27/02/2023	£1,524.00	£2,024.00	NB5		
Noticeboard	Tonedale	One Stop	27/02/2023	£1,540.00	£2,040.00	NB6		
		Notice Board Total		£10,285.00	£16,579.00			

**WELLINGTON TOWN COUNCIL
FIXED ASSET REGISTER 2023/24**

Sign	Twining Sign	Exeter Rd	04/09/2000	£1.00	£680.00	S1	Rockwell Green	
Sign	Twining Sign	Tonedale	04/09/2000	£1.00	£680.00	S2	Wellington North	Missing
Sign	Twining Sign	Taunton Road	04/09/2000	£1.00	£680.00	S3	Wellington East	Sign bent
Sign	Twining Sign	Pyles Thorne Road	04/09/2000	£1.00	£680.00	S4	Wellington East	Missing
Sign	Popham Historical Sign	Playing field	02/09/2002	£1.00	£2,000.00	S5	Town Centre	Very poor condition
Sign	Map Board	Longforth Rd Car Park	26/01/2022	£685.23	£900.00	Awaited	Town Centre	
Sign	Map Board	South Street Car Park	26/01/2022	£685.23	£900.00	Awaited	Town Centre	
Sign	Map Board	North Street Car Park	26/01/2022	£685.23	£900.00	Awaited	Town Centre	
Sign	Map Board	Waitrose Carpark	26/01/2022	£685.23	£900.00	Awaited	Town Centre	
Sign	Finger Posts	Various	11/10/2022	£14,826.00	£25,000.00	Awaited		
			Signs Total	£17,571.92	£33,320.00			
Street Light / Lamp Post	Rackfield	Junction with Payton Road	04/09/2000	£1.00	£927.00	SL1	Rockwell Green	
			Street Light Total	£1.00	£927.00			
Defibrillator	Longforth Road	Public Conveniences	06/07/2015	£2,000.00	£3,278.18	DF1	Town Centre	
Defibrillator	Rockwell Green	Christian Fellowship Centre	20/11/2018	£2,450.00	£3,278.18	DF2	Rockwell Green	
			Defibrillator Total	£4,450.00	£6,556.36			
Electrical Supply	Wellington Weekly News	26 High Street	2020	£1.00	£618.00	ES1	Town Centre	
Electrical Supply	Stags	7 High Street	2021	£1.00	£618.00	ES2	Town Centre	
Electrical Supply	Cheese & Wine Shop	11 South Street	2021	£1.00	£618.00	ES3	Town Centre	*check - plug seems to be at bakery?
Electrical Supply	Cards & Co	17 South Street	2020	£1.00	£618.00	ES4	Town Centre	
Electrical Supply	Wellington Prep School	South Street	2020	£1.00	£618.00	ES5	Town Centre	
Electrical Supply	Vape Shop	4 Fore Street	2021	£1.00	£618.00	ES6	Town Centre	
Electrical Supply	Iron Duke	1 North Street	2021	£1.00	£618.00	ES7	Town Centre	
Electrical Supply	Burgage	13/13a North Street	2020	£1.00	£618.00	ES8	Town Centre	
Electrical Supply	Library	16 Fore Street	2021	£1.00	£618.00	ES9	Town Centre	
Electrical Supply	Council Offices	28 Fore Street	2020	£1.00	£618.00	ES10	Town Centre	
Electrical Supply	H T Perry & Son & Granddaugh	33 Fore Street	2020	£1.00	£618.00	ES11	Town Centre	
Electrical Supply	URC Church	Fore Street	2020	£1.00	£618.00	ES12	Town Centre	
Electrical Supply	Luson Surgery	35 Fore Street	2020	£1.00	£618.00	ES13	Town Centre	
Electrical Supply	Victoria Arms	43 North Street	2020	£1.00	£618.00	ES14	Town Centre	*check - plug also at no 25?
Electrical Supply	Village Hill	Rockwell Green	2020	£1.00	£618.00	ES15	Rockwell Green	
Electrical Supply	Hair by Davinia	125 Rockwell Green	2020	£1.00	£618.00	ES16	Rockwell Green	
Electrical Supply	Brock's	106-108 Rockwell Green	2020	£1.00	£618.00	ES17	Rockwell Green	
Electrical Supply	Christian Fellowship Church	Rockwell Green	2020	£1.00	£618.00	ES18	Rockwell Green	
			Electrical Suply Total	£18.00	£11,124.00			
Life Buoy	Basins	Basins, Corams Lane	14/08/2023	£197.50	£197.50			
			Life Buoy Total	£197.50	£197.50			
Outdoor Property / Street Furniture Total				£63,258.68	£144,311.72			

**WELLINGTON TOWN COUNCIL
FIXED ASSET REGISTER 2023/24**

Buildings & Contents								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Public Convenience	Longforth Road Toilets		01/02/2017	£1.00	£300,000.00	PC1	Town Centre	
Contents	Longforth Road Toilets		01/02/2017	£10,000.00	£30,000.00			
			Longforth Total	£10,001.00	£330,000.00			
Shed	Community Resilience Shed	Wellington School	10/03/2011	£1.00	N/A	SH1	Town Centre	
			Shed Total	£1.00	£0.00			
Container	Comm. Farm	Green Corridor	08/06/2023	£2,599.00	£3,100.00			*new line, already added to insurance
Container	Fox's Field	Green Corridor	17/11/2023	£3,220.00	£3,670.00			
			Containers Total	£5,819.00	£6,770.00			
			Buildings Total	£15,821.00	£336,770.00			
Land								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Allotment	Basins		01/04/1974	£1.00	N/A	N/A	Basins	
Public Space	Linden Meadow	Westford	14/02/2022	£55,000.00	N/A	N/A	Basins	
			Land Total	£55,001.00	£0.00			
Play								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Play Area Land	Tonedale	Richards Close	12/08/1985	£1.00	N/A	N/A	Wellington North	
Play Equipment	Multi use Area (inc. Fence, goals & surface)	Richards Close	12/08/1985	£18,000.00	£100,000.00	PE1	Wellington North	
Play Equipment	All equipment, Surfacing & Path	Richards Close	23/01/2023	£84,145.00	£100,000.00	PE2	Wellington North	
Other	Bench, Bin & Metal Sign	Richards Close	12/08/1985	£500.00	£927.00	PE3	Wellington North	
			Richards Close Total	£102,646.00	£200,927.00			
Play Area Land	Weavers Reach		08/12/2023	£5,000.00				
Play Equipment	Weavers Reach		08/12/2023	£1.00	£80,000.00			
			Weavers Total	£5,001.00	£80,000.00			
			Play Total	£107,647.00	£280,927.00			

**WELLINGTON TOWN COUNCIL
FIXED ASSET REGISTER 2023/24**

Regalia								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Insignia	Chain & Collar	With Mayor	06/04/2009	£1.00	£15,000.00	Awaited	N/A	All civic regalia insured as one
Robes	Mayoral Robes	With Mayor	01/04/1974	£1.00		Awaited	N/A	
Case	Chain Case	With Mayor	05/01/2015	£1.00		Awaited	N/A	
Outfit	Town Crier	With Crier	17/03/2023	£546.00	£750.00			
Bugle	Silver Riffles Bugle	28 Fore St		£1.00	£600.00			
Regalia Total				£550.00	£16,350.00			
Office Equipment & Furniture								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Chamber Furniture	8 leather topped tables	28 Fore Street	01/04/1974	£1.00	£1,920.00	N/A	N/A	Inherited
Chamber Furniture	18 leather chairs	28 Fore Street	01/04/1974	£1.00		N/A	N/A	
Chamber Furniture	3 ornate Wooden Chairs	28 Fore Street	01/04/1974	£1.00		£1,080.00	N/A	
Office Furniture	Chairs (x 12)	28 Fore Street	Unknown	£1.00	£360.00	N/A	N/A	Some inherited, some bought 2nd hand pre 2019
Office Furniture	Desks (x 5)	28 Fore Street	Unknown	£1.00	£1,800.00	N/A	N/A	
Office Furniture	Desk Chairs (x 5)	28 Fore Street	Unknown	£1.00	£900.00	N/A	N/A	
Office Furniture	Misc. Furniture	28 Fore Street	Unknown	£1.00	£3,000.00	N/A	N/A	Filing Cabinets x3, Bookshelves x2, 4x tables, 4x white boards
Furniture Total				£7.00	£9,060.00			
Office Equipment	Misc.	28 Fore Street	Various	£150.00		N/A	N/A	Laminator, guillotine, shredder, 4x fans (some inherited)
IT Equipment	PC Towers (x 6)	28 Fore Street	Various	£3,726.00		N/A	N/A	
IT Equipment	Monitors (x 12)	28 Fore Street	Various	£2,080.00		N/A	N/A	
IT Equipment	Computer Sundries	28 Fore Street	Various (2021)	£500.00		N/A	N/A	Mice, keyboards, webcams etc.
IT Equipment	Old items	28 Fore Street	Pre 2019	£1.00		N/A	N/A	Old items for spares
Equipment Total				£6,457.00	£15,000.00	N/A		
Portable Equipment	Microphone & Cables	28 Fore Street	02/06/2021	£119.00	£150.00	N/A	N/A	
Portable Equipment	Projector & Screen	28 Fore Street	18/08/2021	£570.00	£704.52	N/A	N/A	
Portable Equipment	Mobile Phones (x 5)	With Staff	10/12/2022	£1,872.00	£3,000.00	N/A	N/A	31/10 - Added value for Warden's Phone
Portable Equipment	Laptops (x 4)	With Staff	2019 & 2020	£2,000.00	£2,500.00	N/A	N/A	
Portable Equipment	iPads (x16)	With Cllrs / Staff	18/11/2022	£3,014.00	£3,500.00	N/A	N/A	31/10 - Updated value to account for office iPad
Portable Total				£7,575.00	£9,854.52			
Portable Furniture	Gazebo & Flags	Storage Unit	14/11/2022	£1,664.00	£2,000.00			
Portable Furniture	Tables	Storage Unit	14/11/2022	£466.96	£550.00			
Portable Furniture Total				£2,130.96	£2,550.00			
Office Equipment & Furniture Total				£16,169.96	£36,464.52			

**WELLINGTON TOWN COUNCIL
FIXED ASSET REGISTER 2023/24**

Community Warden								
Category	Name / Description	Location	Date Purchased	Asset Value	Replacement / Insurance Value	Image Ref	Map Ref	Notes
Vehicle	Nissan Town Star Van	Overnight - Office CP	01/09/2023	£31,290.60	£37,000.00			New line, already added to insurance.
Tools	Brushcutter, Hedge Trimmer (inc batteries, charger & Box)	Storage Unit	05/10/2023	£1,611.82	£2,000.00			
Tools	Mower	Comm. Farm Container	17/08/2023	£2,741.67	£4,000.00			New line, already added to insurance.
Community Warden Total				£35,644.09	£43,000.00			
Asset Register Total				£294,091.73	£857,823.24			

Minutes of a meeting of the Wellington Town Centre Committee held at the United Reformed Church Hall, Fore Street, Wellington TA21 8AG on Tuesday 16th January 2024 at 6.00pm

Present: Councillors: C Booth (Chair), M Barr, C Govier, J Lloyd, K Wheatley.
Co-opted Member: M Vincent

In Attendance: [OBJ] Councillors: J Cole, A Govier, M McGuffie and J Thorne
Annette Kirk – Assets & Events Officer
1 member of the press

431 ELECTION OF CHAIR

Councillor C Booth was elected to Chair meetings on 16th January 2024 and 12th March 2024.

432 APOLOGIES

Apologies had been received from Councillors M Lithgow and S Pringle-Kosikowsky. Co-opted members Zoe Old and S Davis.

433 DECLARATIONS OF INTEREST

Councillor J Thorne declared a personal interest in agenda item 8 as there was a payment listed to his employer - Tindle Newspapers.

434 MINUTES

RESOLVED to approve and sign the minutes of the Town Centre Committee meeting held on 14th November 2023.

435 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

No members of the public were in attendance.

Councillor McGuffie reported that he would be presenting a proposal for Tree Planters within the Town Centre and trees in Car Park Spaces at the Environment and Heritage committee the following day.

Councillor McGuffie stated that he did not support the proposed mural for Tonedale Bridge commemorating the 80th Anniversary of D-Day.

At this juncture, Councillor McGuffie gave his apologies and left the meeting.

436 NORTH STREETCAR PARK

Councillor K Wheatley updated the Committee following the meeting with Somerset Council on 15 December 2023. Planned works proposed by Somerset Council was circulated to the Committee prior to the meeting. After much discussion further concerns were raised. It was **AGREED** that further work was needed to put in further preventative measures to stop vehicles exiting the car park onto Fore Street via the car park entrance. Councillor K Wheatley and the Assets and Events Office to contact Somerset Council and to report back at the next meeting including costs.

437 MONUMENT PLANTER

Somerset Council have been storing the planter on behalf of the Town Council since 1992. The committee discussed at length whether to retain the planter and if so where it could be located - suggestions were the United Reformed Church or on Tonedale Christmas Tree Pit.

RESOLVED to retain the planter. The Assets & Events Officer to obtain further details on costs to maintain, plant and to install.

At this juncture, Councillor A Govier left the meeting.

438 LONGFORTH ROAD TOILETS - DEFIBRILLATOR

The Committee discussed at length locations for the defibrillator. It was **AGREED** that the Kings Arms could be a suitable location but asked if the Assets & Events Officer could obtain a map from Heartstart showing where all the current defibrillators are located in the town before any final decision is made.

439 EVENTS

a. STALL CHARGES

RESOLVED to approve the increased stall charges for Traders, and administration charges for all stall holders. Community Groups, Schools and Charities will pay a deposit fee, which will be refunded if they attend the event. To also approve the new clauses under the Terms and Conditions heading on the application form.

b. CHRISTMAS LIGHT SWITCH ON - 25TH NOVEMBER 2023

RESOLVED to make a £300.00 donation to the Rotary Club of Wellington for it to donate £100 to each of their three chosen charities in appreciation of the work put in by Chris Then-Bergh and partner in Santa's Grotto.

c. CHRISTMAS MARKET & LIGHTS SWITCH ON – 30TH NOVEMBER 2024

RESOLVED

- To take on the administration and running of the market as well as the Switch on Event.
- To include a children's carousel ride.
- To recommend to Full Council to approve an event budget of £10,000 to include free parking on the day of the event. With a separate budget line of £5,000 for the three Saturdays leading up to Christmas. 7th, 14th, and 21st December. Final figure to be confirmed by Somerset Council.

d. 80TH ANNIVERSARY OF D-DAY – Thursday 6th June 2024

The Committee discussed at length on how the Town Council can mark this historic event. Activities to include:

1st June 2024 – Street Fair

6th June 2024 – 80th D-Day Anniversary

Commemorative Flag

Shop Window Competition

School Competition

RESOLVED to recommend to Full Council that an overall budget of £15,000 be set up for the Annual Street Fair and the programme of events to commemorate the 80th Anniversary of D-Day between 1st – 8th June 2024.

It was **AGREED** that Councillors C Govier, J Lloyd, and C Booth would make up a working group with Council officers to deliver the activities.

440 TOWN COUNCIL'S 50TH ANNIVERSARY

RESOLVED to approve the quotation from Somerset Film in the sum of £240.00 plus VAT to do half a day's worth of editing to create an archive film with the opening titles to mark the 50th anniversary and in tribute to the late Richard Fox.

To note the following:

- Pop Up Shop is booked from 1st to 6th April 2024.
- The Civic Service will be held on Sunday 14th April 2024 at St. Johns Church. Time to be confirmed. Reception to be held in the Church Hall. Councillors and Town Clerks that have served during the 50 years to be invited. The Mayor to confirm the invitation list.

At this juncture, Councillor Lloyd gave her apologies and left the meeting.

441 2024 – 300th ANNIVERSARY OF DANIEL DEFOE VISITING THE TOWN

Blue Plaque – Councillor J Thorne suggested the blue plaque is hung on the wall in Monmouth Gardens.

It was **AGREED** in principle to use Monmouth Gardens back wall as a place to hang the blue plaque subject to receiving Historic England's scheme rules and confirmation of any fees and obtaining landowner's permission.

442 DATE OF NEXT MEETING: Tuesday 12th March 2024 at United Reformed Church Hall, Fore Street, Wellington.

The meeting ended at 7.50 pm.

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**MINUTES OF THE WELLINGTON TOWN COUNCIL ENVIRONMENT AND HERITAGE
COMMITTEE HELD AT UNITED REFORMED CHURCH HALL ON
WEDNESDAY 17 JANUARY 2024 AT 6.00 PM**

Present: Councillor M McGuffie (Chairman)
Councillors C Booth, C Govier, and K Wheatley

In attendance: David Farrow (Town Clerk)
Councillor J Lloyd
Councillor J Thorne
Stephen Tate -Climate Change project Officer
One member of the press

443 APOLOGIES

Apologies had been received from Councillor M Lithgow

444 DECLARATIONS OF INTEREST

There were no declarations of interest.

445 MINUTES

RESOLVED to approve the minutes of the meeting held on 15 November 2023.

446 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

447 HERITAGE UPDATE

Amy Kemmish was unable to attend the meeting. Her report had been circulated with the agenda and was noted.

The Town Clerk reported that he had been advised that funding for the Heritage at Risk Team would in future be covered by the Levelling Up Funding that Somerset Council had received for Tonedale Mill and Toneworks. On that basis there would no longer be support available from the team for matters like the Rockwell Green water Towers and the Conservation Area. Councillor Lloyd suggested the Town Council make stronger links with Historic England.

Councillor Wheatley said that the Town Council should be seeking to engage more with the Levelling Up Fund work to help shape the outcome possibly through a working group. The Town Clerk reminded the meeting that the Town Council had agreed that it would set up a group to fill some of the gap left by the Wellington Mills CiC ceasing to operate and that he would convene a meeting in relation to that as soon as possible.

448 FOOTPATH UPDATE

Steve Saunders was unable to attend the meeting so there was no update provided.

449 GREEN CORRIDOPR ADVISORY BOARD

The notes of the meeting had been circulated in advance of the meeting. The Town Clerk outlined the key elements of the meeting relating to the completion of the Biodiversity Audit which opens up the possibility of being able to utilise biodiversity net gain credits from developers to invest in the land, along with the developments taking place in the Community Farm.

He also referenced concerns from the Community Farm regarding dog walkers on the land and the detrimental impact that could have on the quality of the soil but also the health and safety of people working on the farm and visitors including school children.

Councillor Wheatley said he understood the concerns about dogs on the land the farm was on but was concerned that an email he had seen from the Community Farm seemed to suggest trying to restrict dog walking on other parts of the Green Corridor which would not be appropriate. Councillor Thorne agreed with Councillor Wheatley saying that any suggestion there should be wider restrictions should be nipped in the bud.

450 ALLOTMENTS

The Town Clerk reported that progress was being made in relation to the Longforth Farm allotments in that whilst the transfer of land had not yet been completed Bloor Homes had given permission for the Town Council to fence the allotment area.

It was **RESOLVED**

- (i) To authorise the further expenditure of £460 for the hiring of skips for the Basins Allotments.
- (ii) To recommend to Full Council that, as officers had been advised by Somerset Council that the S106 funding that they had been hoped could be utilised to fund the set up costs of the Longforth Farm allotment site had already been allocated to the development of the Longforth Farm Junior Sports pitch development, The Community Infrastructure Levy funding received in relation to the Lidl development should be used.
- (iii) That potential developer funding should be utilised to explore options for the establishment of allotments on the south side of the town and/or the extension of The Basins Allotments
- (iv) To recommend to Full Council that within the Basins Allotments budget a £2,500 reactive maintenance budget be identified which the Town Clerk can utilise without seeking committee or Council approval.

451 WELLINGTON TO TAUNTON CYCLE ROUTE UPDATE

Councillor J Lloyd provided an update. The STANTEC Feasibility Study commissioned by Somerset Council had been completed and concerns had been raised about underscoring of the proposed Greenway route. Discussions had been taking place to address those concerns. The consensus of the meeting was that the Greenway route should be the preferred option.

452 CLIMATE CHANGE STRATEGY

The Town Clerk introduced Stephen Tate who had joined the Council on a temporary basis to develop an action plan to deliver the Councils Climate Change Strategy.

After some discussion it was agreed that a baseline carbon output for the town should be established based on residential and transport factors. Officers will seek quotes for carrying out that work.

453 BRIDGE BETWEEN WEAVERS REACH AND FOX'S FIELD

It was **RESOLVED** to accept the quote of £1,650 from Gown Engineering to carry out a survey of the bridge to inform a decision about whether to seek to purchase it from The Crown Estate.

454 TONEDALE/RICHARDS CLOSE PLAY AREA

- (i) Footpath – officers were asked to obtain further quotes for installing a footpath as far as possible without affecting the tree roots
- (ii) It was agreed to place on hold the provision of any artwork whilst options were explored with local schools to provide artwork for the site.

455 RED PHONE BOX – TONEDALE

It was noted that this year was the centenary of the introduction of the red phone box and that the example in Tonedale was the last remaining one in Wellington. It was noted that it was sited on private land.

The Committee agreed that officers should explore how the Council could take responsibility for the phone box to restore it and bring it into some use.

456 TOWN CENTRE RAILING PLANTERS

It was **RESOLVED** to give the Town Clerk delegated spending power up to £1,000 to cover the cost of maintenance work required. To be funded from the 2023/24 Town Centre Projects budget line.

457 LANCER COURT FLOWER BEDS

It was **RESOLVED** to recommend to the Town Council that it takes responsibility for the planting and maintenance of the flower beds at Lancer Court subject to reaching agreement with the landowner

458 TREE PLANTERS FOR TOWN CENTRE

A paper prepared by Councillor McGuffie was circulated at the meeting. After some discussion it was agreed that proposal would not be taken forward.

459 UPDATES FOR NOTING

The updates on the path at Weavers Reach, Gay Close Play Area and Tonedale/Richards Close Play area were noted.

There being no further business, the meeting closed at 8.00 pm

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Councillor M McGuffie
Chairman