



## **REPORT OF THE TOWN CLERK TO WELLINGTON TOWN COUNCIL TO THE MEETING OF THE TOWN COUNCIL 8 JANUARY 2023**

### **1. Introduction**

This report will update councillors on matters not covered elsewhere on the agenda.

### **2. Council Work Plan**

Given that at the time of writing there have only been three working weeks since the last Full Council meeting there is not as much to report on as there usually is.

- Longforth Farm Junior Playing Pitches - we have had confirmation that the site is suitable for junior playing pitch development. There are a number of ecological considerations that need to be resolved and it is unlikely that floodlights will be able to be used given the proximity of the land to a significant bat colony. Somerset Council's consultants are in the process of drawing up and costing options.
- When Somerset Council was consulting on the development of the Wellington Place Plan a recurring theme was concerns about the amount of HGV traffic coming through the town centre to the three major employment sites of Pritex, Relyon and Swallowfield. As a result Somerset Council has commissioned WSP to carry out a study to assess what freight movements are taking place, which route via the town centre, and consider what solutions there might be to reduce the impact of the movements. Alongside this the study will also look at proposed new development sites identified in the plan to identify an active travel network to link them, and existing developments to local amenities and facilities. I have had an initial introductory meeting with the team carrying out the work and will report back as it progresses.
- Discussions have been ongoing with Somerset Council staff in relation to the devolution of services and assets. It is hoped that the papers for the Somerset Council Executive meeting on the 15 January 2024 will provide more detail about how it proposes to make the savings it has to. An additional Town Council meeting has been pencilled in for the 31 January to set the budget and Precept for 2024/5.
- A site meeting was held with Somerset Council officers to discuss concerns about pedestrian safety in North Street Car Park. The outcome will be reported back to the next meeting of the Town Centre Committee.
- We have received notification from the Planning Inspectorate that there will be a Planning Enquiry held on the 14 May 2024 to consider an Order to modify the definitive map and statement for the area by adding a footpath starting from Burchill's Hill and running in a generally east south easterly direction for

approximately 70 metres to Millstream Gardens. The enquiry is scheduled to last for two days and the venue is yet to be identified. Relevant paper work from the Planning Inspectorate is attached to this report

- Stephen Tate will be joining the Council on the 8 January on a part time temporary basis for 6 months to continue the development and delivery of the Town's Climate Change Strategy. He will be attending the next meeting of the Environment and Heritage Committee.

### **3. Social Media**

December was a much quieter month on our social media compared to November as we had no events and activities. We still had a respectable Facebook reach of 15,549 and gained 34 followers, bringing our total up to 3,103.

Our top five posts in December in terms of reactions were:

1. Announcing Christmas Shop Window Competition results – 151 reactions
2. Post regarding the passing of Richard Fox – 119 reactions – please note that this post reached 1000 more people than the previous post as it was shared 9 times.
3. Photos of all Christmas Shop Window Competition entries – 73 reactions
4. Presentation of shield and certificates to Shop Window Competition winners – 50 reactions
5. Announcement of Wellington Town Council's purchase of 28-30 Fore Street – 44 reactions

2023 as a whole was a very successful year for our communications as we have reached thousands of people and grown in leaps and bounds since previous years. Over the past year we have amassed 23,755 visits to our Facebook profile and reached an astonishing 118,464 people. We have welcomed 343 and 87 new followers on our Facebook and Instagram respectively and hope to continue this growth into 2024. We will be exploring new ways that we can use social media to interact with the public over the next year and encourage Councillors to come forward with any ideas they may have.

Our top five posts of the year are as follows:

1. How much are you loving our new Christmas lights? – Published 27<sup>th</sup> November – 154 reactions
2. Announcing Christmas Shop Window Competition Results – Published 11<sup>th</sup> December – 151 reactions
3. Congratulating Wellington WI on Poppy Displays – Published 31<sup>st</sup> October – 137 reactions
4. Thanking everyone for attending Christmas Lights Switch On – Published 25<sup>th</sup> November – 132 reactions
5. Post regarding the passing of Richard Fox – Published 28<sup>th</sup> December – 119 reactions

### **4. Monthly Bank Reconciliation**

Will be circulated with the finance agenda later this month.

## 5. January Meetings/Events

Date	Time	Event	Location	Who Involved
8 January	6.00pm	Planning and Full Council	URC Hall	All
10 January	10.30am	Town and Parish Clerks Briefing with Somerset Council	Virtual	Town Clerk
10 January	7.30pm	Green Corridor Advisory Board	Chamber	Relevant councillors and officers
11 January	10.00am	Wellington Waterways Steering Group	Virtual	Town Clerk
15 January	10.00	Longforth Toilet Block project Meeting	Chamber	Officers and available councillors
16 January	4.00pm	Wellington Waterways Community Drop In Forum	tbc	All if available
16 January	5.30pm	Finance Committee	URC	Committee members
16 January	6.00pm	Town Centre Committee	URC	Committee members
17 January	6.00pm	Environment and Heritage Committee	URC	Committee members
24 January	10.30am	Town and Parish Clerk Briefing with Somerset Council	Virtual	Town Clerk
26 January	4.00pm	Rotary Youth Speaks Competition	Court Fields School	Mayor
30 January	7.00pm	Additional Town Council meeting	URC Hall	All
3 February	6.45pm	Taunton Deane male Voice Choir Biennial Dinner	Rumwell Farm	Mayor

Dave Farrow  
Town Clerk  
2 January 2024



The Planning  
Inspectorate

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Notified Parties

Your Ref:  
Our Ref: ROW/3296722

22 December 2023

Dear Sir/Madam,

**Wildlife and Countryside Act 1981 - Section 53**

**Order Making Authority: Somerset County Council**

**Title of Order:** The Somerset County Council (No 3) Modification Order 2015

**Please note that the Council has already consulted/notified you about the making of the above mentioned Order. This letter is for your information only. If you are a statutory undertaker, any concerns about your apparatus should be addressed to the Council directly.**

I refer to the above mentioned Order which has been submitted to the Secretary of State for confirmation.

The Order will be determined following a local inquiry which is due to be held at 10.00am on **Tuesday 14 May 2024** at a venue to be arranged. The inquiry is scheduled to last 2 days.

Whilst most inquiries will be completed within the scheduled period, some may be shorter and some need to be extended, depending on the amount of evidence produced or the number of people wishing to be heard. It is therefore very important that if you wish to speak, give evidence or contribute to the inquiry in any way, that you attend on the opening day.

It would be useful for the Inspector if you could confirm whether or not you will be attending the inquiry. You should notify me immediately if your circumstances change or you change your mind nearer the date of the inquiry.

It is open to anyone who has made an objection or representation and anyone else with an interest in the Order to attend the Inquiry. However, we expect anyone who has asked us for an inquiry to be there (or send a representative). Please refer to paragraphs 4.11 and 8.4 of our booklet *Definitive Map and Public Path Orders*.

All parties to the local inquiry procedure are expected to abide by The Rights of Way

(Hearings and Inquiries Procedure) (England) Rules 2007, which can be found at Annex A of our booklet *Guidance on procedures for considering objections to Definitive Map and Public Path Orders in England*. The procedure, which is also summarised in section 4 of the booklet, sets out the timetable for the submission of statements of case and proofs of evidence. Your attention is also drawn to section 6 of the booklet which identifies the various matters to be considered by the Secretary of State or Inspector in deciding whether or not to confirm an order. This booklet can be found on our website at <https://www.gov.uk/government/publications/rights-of-way-guidance-booklet> . Hard copies are also available on request.

The enclosed notice, which will appear on our website, contains information about the Order; where queries about the Order should be directed, when and where documents relating to the Order can be inspected by the public and the timetable for sending statements of case and proofs of evidence. Please ensure you read the notice carefully.

All parties must keep to the timetable to ensure that statements of case are with us on time. If you plan to attend and give evidence, you will need to submit a statement of case, along with copies of any documents you wish to submit in evidence and a list of those documents. Late documents will be returned. As I have given details of the timetable, I will not send you reminders.

Please ensure our case reference number is quoted in all correspondence.

**Notified parties only** (not prescribed organisations) – unless you inform us that you have an interest in this Order, we will not contact you again. In due course the Inspector's decision will be available to view/download at

<https://www.gov.uk/guidance/rights-of-way-online-order-details>

We are encouraging local authorities to retain pdf copies of their submission bundle to the Planning Inspectorate. If you would like to receive a copy, please contact Somerset County Council to find out if one is available.

#### **Definitions:**

**Statement of case** – *a written statement containing full particulars of the case which a person proposes to put forward at a hearing or inquiry; it includes copies of any supporting documents which that person intends to refer to or put in evidence, and a list of those documents.*

We expect statements of case to be paginated, labelled, indexed and submitted in a clear order. Appendix E of our guidance booklet refers. <https://www.gov.uk/government/publications/rights-of-way-guidance-booklet>

**Proof of evidence** – *a document containing the written evidence which a person at a public inquiry will speak about. It should not rehearse all of the available evidence but should focus on the matters in dispute. It should not contain supporting documents.*

Enclosures:

Order Map

Order Notice

Yours sincerely,

***Helen Sparks***

Helen Sparks

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice>



# NOTICE OF ORDER

## Wildlife and Countryside Act 1981 – Section 53

SOMERSET COUNTY COUNCIL

The Somerset County Council (No 3) Modification Order 2015

Notice is hereby given that the above referenced Order has been submitted to the Secretary of State for Environment, Food and Rural Affairs for determination. An Inspector will be appointed by the Secretary of State to determine the Order.

The **start date** for the above Order is **22 December 2023**.

Consideration of the Order will take the form of a public local inquiry.

The Inquiry will be held at **a venue to be arranged** on **Tuesday 14 May 2024** at 10.00am.

The appointed Inspector will also open the Inquiry as a virtual event on **Tuesday 14 May 2024** at 10.00am.

Anyone wishing to attend the inquiry virtually must register that interest with the Council as soon as possible prior to the Inquiry, but no later than 29 April 2024, either by email or telephone, details of which are set out in this notice. To take part using video, participants will need to have access to Microsoft Teams (via an app or web browser). The link <https://support.microsoft.com/en-us/office/welcome-to-microsoft-teams-b98d533f-118e-4bae-bf44-3df2470c2b12> gives further information on how to use this. Alternatively, you can take part by telephone. Registered participants will receive individual joining instructions, providing details of any requirements, guidance and support, whether joining by Teams or telephone.

The effect of the Order, if confirmed without modifications, will be to modify the definitive map and statement for the area by:

Adding a footpath in the Parish of Wellington starting from Burchill's Hill (point A on the order plan) and running in a generally east south easterly direction for approximately 70 metres to Millstream Gardens at point B. The width of the footpath varies between 18 metres and 4.5 metres as shown on the order plan.

Any queries relating to this Order should be referred to Helen Sparks by email: [helen.sparks@planninginspectorate.gov.uk](mailto:helen.sparks@planninginspectorate.gov.uk) quoting reference number ROW/3296722 on all correspondence. Alternatively, queries may be sent in writing to The Planning Inspectorate, Rights of Way Section, Room 3/A Eagle Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Telephone: 0303 444 5646.



Any person wishing to view the statements of case and other documents relating to this Order may do so via the Council's website at [www.somerset.gov.uk/tonedaleinquiry](http://www.somerset.gov.uk/tonedaleinquiry). If you have any queries, please contact Mr Andrew Saint on Telephone Number: 01823 359796 and E-mail Address: [andrew.saint@somerset.gov.uk](mailto:andrew.saint@somerset.gov.uk).

### **Timetable for sending in statements of case and proofs of evidence**

#### **Within 8 weeks of the start date by [by 16 February 2024]**

The Order Making Authority must ensure their statement of case is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send a copy (excluding copies of any supporting documents - these will be available to view at the Authority's offices) to everyone who has made an objection or representation and the applicant and any other person who has written to us in respect of the Order.

#### **Within 14 weeks of the start date [by 29 March 2024]**

Everyone who has made an objection or representation and anyone who wishes to give evidence at the Inquiry must ensure their statement of case<sup>1</sup> is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send full copies to the Authority. Copies will also be sent to the applicant, every person who has made an objection or representation and any other person who has written to us in respect of the Order (excluding copies of any supporting documents - these will be available to view at the Authority's offices).

Within the same period the applicant (if applicable) must ensure their statement of case is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send a full copy to the Authority. Copies will also be sent to everyone who has made an objection or representation and any other person who has written to us in respect of the Order (excluding copies of any supporting documents - these will be available to view at the Authority's offices).

#### **4 weeks before the date of the inquiry [by 16 April 2024]**

The Authority, everyone who has made an objection or representation, the applicant (if applicable) and anyone who wishes to give evidence at the Inquiry must ensure their proof of evidence (together with any summary) is received by the Secretary of State. As soon as possible after the deadline, the Secretary of State will send copies of:

- i) the Authority's proof of evidence to everyone who has made an objection or representation, the applicant and anyone who has

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<sup>1</sup> If you wish to make a legal submission, this should be submitted at the same time as your statement of case. Otherwise legal submissions will have to be submitted in writing on the day of the inquiry.

submitted a statement of case (including copies of any supporting documents – although none should be submitted with a proof of evidence);

ii) the applicant's proof of evidence to the Authority, everyone who has made an objection or representation and anyone else who has submitted a statement of case (including copies of any supporting documents – although none should be submitted with a proof of evidence); and

iii) all other proofs of evidence to the Authority, the applicant, everyone who has made an objection or representation and anyone else who has submitted a statement of case (including copies of any supporting documents – although none should not be submitted with a proof of evidence).

All parties must keep to the timetable set out above and ensure that statements of case and proofs of evidence are received by the Secretary of State on time. Late documents will be returned.

We cannot accept any inflammatory, discriminatory or abusive comments. Any documents containing such comments will be returned.

Notice of order for inquiry

**WILDLIFE AND COUNTRYSIDE ACT 1981**

**THE COUNTY OF SOMERSET DEFINITIVE  
MAP AND STATEMENT**

**The Somerset County Council  
(No. 3) Modification Order, 2015**

**Parish of Wellington**

This Order is made by the Somerset County Council under section 53(2) of the Wildlife and Countryside Act 1981 ("the Act"), because it appears to that authority that the County of Somerset Definitive Map and Statement require modification in consequence of the occurrence of an event specified in

Section 53(3)(c)(i) of the Act, namely, the discovery by the authority of evidence which (when considered with all relevant evidence available to them) shows that a right of way which is not shown in the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates, being a right of way such that the land over which the right subsists is a public path

and

Section 53(3)(b) of the Act, namely, the expiration, in relation to any way in the area to which the map relates, of any period such that the enjoyment by the public of the way during that period raises a presumption that the way has been dedicated as a public path.

The Authority has consulted with every local authority whose area includes the land to which the order relates.

The Somerset County Council hereby orders that:

- 1) For the purpose of this order the relevant date is 22 May 2015
- 2) The County of Somerset Definitive Map and Statement shall be modified as described in Part I and Part II of the Schedule and shown on the plan attached to the Order.
- 3) The Order shall take effect on the date it is confirmed and may be cited as The Somerset County Council (No. 3) Modification Order, 2015.

Dated 22 May 2015

THE COMMON SEAL of the  
COUNTY COUNCIL OF SOMERSET  
Was hereunto affixed in  
The presence of:

*R. A. Hockey*



Number in Register 26834

## **SCHEDULE**

### **PART 1**

#### **MODIFICATION OF THE DEFINITIVE MAP**

##### **Description of path or way to be added**

A footpath in the Parish of Wellington starts from Burchill's Hill (point A on the order plan) and runs in a generally east south easterly direction for approximately 70 metres to Millstream Gardens at point B.

The width of the footpath varies between 18 metres and 4.5 metres as shown (shaded grey) on the order plan.

### **PART II**

#### **MODIFICATION OF THE DEFINITIVE STATEMENT**

##### **Variations of Particulars of Path or Way**

A footpath in the Parish of Wellington starts from Burchill's Hill and runs in a generally east south easterly direction for approximately 70 metres to Millstream Gardens.

The width of the footpath varies between 18 metres and 4.5 metres as shown (shaded grey) on the order plan.



Parish: Wellington  
 District: Taunton Deane  
 Date: 15/05/2013  
 Drawing No: H042-2013  
 Drawn By: M.J. Spivack  
 Grid Ref: 312786 121530  
 Scale: 1:1250

Wildlife and Countryside Act 1981  
 The Somerset County Council  
 (No. 3) Modification Order, 2015  
 Parish of Wellington

Footpath to be added A-B

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The County Council can accept no responsibility for any error or inaccuracy which may arise from the transposition of the Rights of Way Data-level Map to a different scale.


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Parish: Wellington  
 District: Taunton Deane  
 Date: 15/05/2013  
 Drawing No: H042-2013  
 Drawn By: MHardwil  
 Grid Ref: 312760 121530  
 Scale: 1:1250

Wildlife and Countryside Act 1981  
 The Somerset County Council  
 (No. 3) Modification Order, 2015  
 Parish of Wellington

Footpath to be added A-B



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The County Council can accept no responsibility for any error or inaccuracy which may arise from the transposition of the Rights of Way Definitive Map to a different scale.



**MINUTES OF THE WELLINGTON TOWN COUNCIL FINANCE COMMITTEE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON TUESDAY 12 DECEMBER 2023 AT 3.45PM**

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

David Farrow – Town Clerk

One member of the press was in attendance.

**387 APOLOGIES**

Apologies were received from Councillor J Lloyd.

**388 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(a) as his daughter had leased the Pop-Up Shop.

**389 PUBLIC PARTICIPATION**

No members of the public were present.

**390 MINUTES**

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

**391 ACCOUNTING STATEMENTS**

**a. TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 5 DECEMBER 2023**

**RESOLVED** to note and approve the bank reconciliation as presented.

**b. TO NOTE AND APPROVE EXPENDITURE FOR 5 OCTOBER – 5 DECEMBER 2023**

**RESOLVED** to note and approve the expenditure as presented.

**c. TO NOTE AND APPROVE INCOME RECEIVED FOR 5 OCTOBER – 5 DECEMBER 2023**

**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**

**RESOLVED** to note and approve the budget report as presented.

**392 REQUESTS FOR FINANCIAL SUPPORT FROM THE COST OF LIVING BUDGET**



- (i) **RESOLVED** to make a payment of up to £250 to support the Potters Pounds Scheme through an appropriate mechanism should additional funding be required.
- (ii) **RESOLVED** to make a contribution of £700 to the Wellington Foodbank on condition that it was used for Wellington residents.

There being no further business the meeting closed at 4:00pm

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**Mark Lithgow (Chair)**

## WELLINGTON TOWN COUNCIL

### MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON 12 DECEMBER 2023 AT 4.05PM

**Present:** Councillors C Govier (Chair), M Barr, A Govier, M Lithgow, M McGuffie, J Thorne and K Wheatley.

David Farrow – Town Clerk

One member of the press was in attendance.

#### 393 TO RECEIVE APOLOGIES AND APPROVE THE REASONS GIVEN

Apologies were received from Councillor Lloyd.

#### 394 MINUTES

**RESOLVED** to approve and sign the minutes of the Extra Policy and Resources Committee Meeting held on 27 November 2023.

#### 395 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 396 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

#### 397 DEVOLUTION CONTINGENCY BUDGET (DCB)

Papers had been circulated in advance of the meeting. The Town Clerk explained that work was still ongoing with Somerset Council Officers to determine what services or asserts may be transferred to the Town Council either in the coming financial year or the next. It would therefore not be possible to recommend a final DCB to the January Council meeting.

The Committee made the following observations:

- (i) Street Cleaning – that when the ID Verde contract ends in January 2025 the Council should consider taking on responsibility for some or all aspects of street cleaning in the town.
- (ii) CCTV – that if the Council is to be charged for CCTV provision in the town it should look to upgrade the system.
- (iii) Minor Road Maintenance Activities – that the Council should explore the proposed Highways Steward Model but also consider what elements could be delivered through the Community Warden.
- (iv) Parks and Green Spaces – when considering how to manage these to have discussions with the football and cricket cubs and Court Fields and Wellington schools to determine whether there were options for contracting/delivering services in a different way that would benefit all parties.

- (v) That additional staffing would be required as and when additional responsibilities were taken on.
- (vi) The Town Clerk was asked to draw up proposals for a post to promote Wellington.

The Committee **RESOLVED** to recommend to the Full Council:

- (i) That an amount of £5,400 should be included in the DCB to fund the provision of expert advice to the Town Council on heritage matters should the need arise.
- (ii) That the Town Council should take on responsibility for coordinating and managing the tours at Toneworks in 2024 recognising that they would continue to be led by members of the Somerset Council Heritage at Risk Team.
- (iii) That the Town Council should fund the application costs for Wellington Park's Green Flag at a cost of £430 and the town's Britain in Bloom entry at a cost of £300.

**398 PURCHASE OF GREEN CORRIDOR LAND**

A paper from Councillor McGuffie was circulated in advance of the meeting. Councillor McGuffie raised concerns regarding the financial liabilities associated with the Crown Estate Land in particular in relation to the bridge/culvert and weir at the bottom of Linden Drive. It was **RESOLVED** that the Town Clerk should seek to commission a survey of the bridge/culvert.

**399 TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** to pass a resolution having been duly proposed and seconded under Schedule 12A of the Local Government Act 1972 to exclude the press and public from the meeting, on the basis that if they were present during the business to be transacted under the following agenda items there would be a likelihood of disclosure of exempt information, within the meaning of Schedule 12A to the Local Government Act 1972:

Reason: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

**400 CONFIDENTIAL MINUTES**

**RESOLVED** to approve and sign the confidential minutes of the Extra Policy and Resources Committee Meeting held on 27 November 2023.

**401 COMMISSIONING OF SPECIALIST HR SUPPORT FOR THE TOWN COUNCIL**

**RESOLVED** to recommend to Full Council that Worknest be appointed as the Councils HR advisory service on a three year basis.

**402 PURCHASE OF 28-30 FORE STREET**

**RESOLVED** to accept the overage condition of 25% if the building is sold within 10 years.

There being no further business the meeting closed at 6.05pm.

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**Councillor Catherine Govier**  
**Chairman**