



## 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	<b>TOWN CENTRE COMMITTEE</b>
Time	6.00pm
Date	Tuesday 16 <sup>th</sup> January 2024
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 after the meeting.

David Farrow  
Town Clerk  
07983 697740  
[townclerk@wellingtontowncouncil.co.uk](mailto:townclerk@wellingtontowncouncil.co.uk)  
10<sup>th</sup> January 2024

Committee Membership: Councillors S Booker, M Barr, C Booth, C Govier, M Lithgow, J Lloyd, S. Pringle-Kosikowsky. K Wheatley.  
Sharon Davis, Zoe Old, Marion Vincent.

## **AGENDA**

**1. ELECTION OF CHAIR FOR MEETINGS**

Further to the Town Clerk's email to councillors of the 10th January to elect a new Chair for meetings to be held on 16<sup>th</sup> January and 12<sup>th</sup> March 2024

**2. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

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

**3. MINUTES**

To approve and sign the minutes of the Town Centre Committee meeting held on 14<sup>th</sup> November 2023.

**4. 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

**5. NORTH STREET CAR PARK – Pedestrian footpath**

Councillors K Wheatley to give update following a meeting with Lesley Ireton, Case Manager, Parking Services, Somerset Council on Friday 15<sup>th</sup> December 2023.

Somerset Council's planned works report circulated prior to meeting.

**6. LONGFORTH ROAD TOILETS - DEFIBRILLATOR**

To discuss and consider a new location for the Defibrillator and Bleed Control Kit. Report circulated prior to meeting and to consider the recommendation.

**7. MONUMENT PLANTER**

Somerset Council have been storing the planter on behalf of the Town Council since 1992. To consider whether the Town Council still want to use it and where to put it.

Paper circulated prior to the meeting.

**8. EVENTS 2023 & 2024**

**a. STALL CHARGES**

To consider increasing stall charges and to introduce an admin charge, as shown on the attached application form in red text. To consider under the Terms & Conditions, new clauses in the application form in red text.

**b. CHRISTMAS MARKET & LIGHTS SWITCH ON – 25<sup>th</sup> November 2023**

The committee to note the expenditure for the event to date as detailed in the report circulated prior to the meeting.

- i) Chris Then-Bergh and partner played Santa and Elf. The Committee to consider donating to the Rotary Club's Charity. Amount to be agreed.

**c. CHRISTMAS MARKET & LIGHTS SWITCH ON – 30<sup>th</sup> November 2024**

Following the success of the 2023 event. The Committee to consider the following:

- i) Taking on the administration and running of the market as well as the Switch On Event. Stallholders to be charged.
- ii) To include a children's carousel ride.
- iii) To agree an event budget of £10,000 to include free car parking costs for the event and three Saturdays, 7<sup>th</sup>, 14<sup>th</sup> and 21<sup>st</sup> leading up to Christmas. A separate budget line of £5,000 initially. Final figure to be confirmed by Somerset Council nearer the time. for

**d. 80<sup>TH</sup> ANNIVERSARY OF D-DAY - Thursday 6<sup>th</sup> June 2024**

The international commemoration of the 80<sup>th</sup> Anniversary of the D-Day landings on the five beaches in Normandy, France. The Committee to consider how Wellington will mark this historic occasion. A proposed activity report circulated prior to the meeting and to consider the recommendation.

**e. TOWN COUNCIL'S 50<sup>TH</sup> ANNIVERSARY**

- 15 VHS tapes have now been converted to digital files. Somerset Film Quotation £240.00 plus VAT to do half day of editing to create an archive film with opening titles to mark 50<sup>th</sup> Anniversary. Councillor K Wheatley to give update on putting this into a film and showing at the film festival. We could do this in house and show a silent reel of clips while we occupy the Pop-Up Shop.
- Pop Up Shop booked from 1<sup>st</sup> to 6<sup>th</sup> April 2024.
- Civic Service – St. Johns Church have confirmed availability on Sunday 14<sup>th</sup> April 2024. Time to be confirmed. Invitations to Councillors and Town Clerks that have served during the 50 years. The Mayor to confirm other invitees. Reception to be held in Church Hall.

**f. 2024 - 300<sup>th</sup> ANNIVERSARY OF DANIEL DEFOE VISITING THE TOWN**

It was proposed at the last Town Centre Committee on 14<sup>th</sup> November that options are explored. Updates as follows:

- Blue plaque which will serve as a historical marker to be installed in the town centre to commemorate the link between Wellington and Daniel Defoe. Assets & Events Officer emailed Historic England, as they have set up an England-wide scheme, wait their reply for further guidance.
- Film Festival cannot show "Robinson Crusoe" film at the April 2024 festival. Councillor K Wheatley on behalf of the Film Festival Working Group confirmed they had no unallocated slots to play the film.
- Engagement with the Schools – Responses received circulated prior to the meeting.

9. **DATE OF NEXT MEETING: Tuesday 12<sup>th</sup> March 2024 at United Reformed Church Hall, Fore Street, Wellington.**

David Farrow  
Town Clerk