



**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	<b>Council Meeting</b>
Time	7.00pm
Date	Monday 3 March 2025
Place	United Reformed Church Hall, Fore Street TA21 8AG

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

Yours faithfully

David Farrow  
Chief Executive Officer/Town Clerk  
01823 662855  
[info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)

25 February 2025

**1. WELCOME BY THE MAYOR**

**2. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE REASONS GIVEN**

If you cannot attend, please send your apology and reason to the Town Clerk in advance of the meeting.

Councillors are reminded that failure to attend any Council meeting for 6 months, full council or committee/s, will result in them automatically ceasing to be a councillor irrespective of whether apologies are given.

**3. 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). Standing declarations made by Councillors are set out at the end of the agenda.

**4. MINUTES**

To approve the minutes of the Council Meeting on 3 February 2025. A copy of the draft minutes is attached to the agenda.

**5. 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 are not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

**6. TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**

A report from Sergeant Jon O'Connor will be circulated prior to the meeting.

**7. PHARMACY AT WELLINGTON MEDICAL CENTRE**

To consider supporting an application from an independent pharmacy to open at Wellington Medical Centre. Correspondence from Doctors, Staff & the Patient Participation Group is attached.

**8. TO RECEIVE A REPORT FROM THE MAYOR**

The Mayor will provide an update on her activities since the last meeting.

**9. SOMERSET COUNCIL / LOCAL COMMUNITY NETWORK (LCN) UPDATE**

Somerset Council Councillors, Councillor Catherine Govier and the Town Clerk to provide an update on any issues of interest to the Town Council.

To Consider a proposal that a meeting is convened to develop a submission to Somerset Council in relation to the development of the Council's Local Plan (presentation attached to the agenda).

**10. TO RECEIVE THE CLERK'S REPORT ON RECENT COUNCIL ACTIVITIES**

To consider a report from the Town Clerk.

## **11. POLICY AND FINANCE COMMITTEE**

The draft minutes of the meeting held on the meeting held on 10 February 2025 are attached for information and consideration.

**RECOMMENDED** to Full Council that:

- (i) Any Public Work Loan Board loan should be for £206,466 over a 15.5-year term.
- (ii) The Business Case should be approved subject to the following additions where possible:
  - a. That the Council has invested in improving the coach park area with a view to encouraging more visitors to the town and the lack of toilet facilities at the coach park will impact on that. It was suggested that bus companies using the parking area be asked to comment on the need for the toilet facilities.
  - b. The Town Council is looking to promote the town as evidenced by the introduction of an Economic Development Committee and a Promotion of Wellington Working Group. If the Council is unable to build the facilities the lack of toilet facilities in the town will be a block to this work.
  - c. The Business Case should include empirical evidence of the need for the facilities.

NB – these recommendations are administered by individual items below as they require standalone resolutions.

## **12. PWLB BORROWING APPROVAL – LONGFORTH ROAD TOILETS**

Based on the recommendations in item 10 above, the Council should make the following resolution to seek borrowing approval:

To seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a Public Works Loan Board loan of £206,466 over the borrowing term of 15.5 years for the erection of a modular build public convenience at Longforth Road. The annual loan repayments will come to approximately £20,000. It is not intended to raise the precept for the purpose of loan repayments.

The repayment table is attached for information (correct at time of download as dated)

## **13. BUSINESS CASE – LONGFORTH ROAD TOILETS**

As per the recommendations in item 10 above, to approve the updated Business Case for the Longforth Road Toilet project to support the borrowing application.

## **14. COMMUNITY COMMITTEE**

The draft minutes of the meeting held on the meeting held on 17 February 2025 are attached for information and consideration.

**RECOMMENDED** to Full Council that:

- (i) Authority be given to submit the funding application to the SALC Health & Wellbeing Fund (attached)

**15. ENVIRONMENT COMMITTEE**

The draft minutes of the meeting held on the meeting held on 19 February 2025 are attached for information and consideration.

**RECOMMENDATIONS**

- (i) That the Open Spaces Manager and Climate Change Officer develop an action plan for addressing the recommendations of the Section 19 Flooding Report that relate directly to the Town Council.
- (ii) That the Town Council though the Chief Executive/Town Clerk take responsibility for monitoring the implementation of the recommendations in the Section 19 Flooding Report assigned to other agencies and reports on progress to the Environment Committee.
- (iii) That establishing how the effectiveness of the maintenance of flood mitigation arrangements on new developments is monitored is included in the actions for the Town Council to undertake.

**16. SOMERSET COUNCIL PARKING POLICY CHANGES**

To consider the attached proposals from Somerset Council relating to changes in parking charges.

**17. STAFF HANDBOOK**

To approve final draft of the updated staff handbook.

**18. RAILWAY STATION**

To consider nominating a Council representative to attend the Houses of Parliament to lobby Department for Transport Ministers on the Station Project and deliver a letter in support of the Project on behalf of Wellington Town Council

**19. REVIEW OF INSURANCE**

Pending information awaited on renewal, a paper will follow. Or, the matter to be delegated to the Policy & Finance Committee for further review.

**20. HIGHWAY ADOPTION – SUNKEN FOOTWAY, HIGH STREET**

To consider supporting the adoption of the sunken pathway in High Street to the official network. Correspondence and plans from Somerset Highways attached.

**DECLARATIONS OF INTEREST**

**Members of Somerset County Council:**

Councillor Andrew Govier

Councillor Marcus Barr

Councillor Ross Henley

**Director of Somerset Association of Local Councils (SALC)**

Councillor Janet Lloyd