



**WELLINGTON TOWN COUNCIL  
ENVIRONMENT COMMITTEE MEETING  
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>Environment Committee</b>
Time	7.00 pm
Date	22 October 2025
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.

Yours faithfully

David Farrow  
Chief Executive/Town Clerk  
[dave@wellingtontowncouncil.co.uk](mailto:dave@wellingtontowncouncil.co.uk)

16 October 2025

Committee Membership: Councillors C Booth, S Fox, J Lloyd, M Lithgow, M McGuffie and S Pringle-Kosikowsky.

**1. APOLOGIES**

To receive apologies and approve the reasons given.

**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 Environment Committee meeting held on 17 September 2025.

**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 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

**5. BASINS ALLOTMENTS ADVISORY BOARD**

i) To note the minutes of the meeting held on 22<sup>nd</sup> September 2025 to consider the following budget recommendations for 2026/2027:

- a. Tree Maintenance work inside the allotment site to include new trees/hedge plants to fill gaps around the boundary line £1,000
- b. Maintenance of Tracks and skip hire £1,000

**6. LONGFORTH FARM ALLOTMENTS**

To consider approving that £5,000 from the CIL allocation for this project is delegated to Council Officers to commence preparation work on the allotment site set up.

**7. FOOTPATH UPDATE**

Steve Saunders will provide an update.

**8. OPEN SPACES MANAGER REPORT**

To receive an update on work since the last meeting. (Paper attached).

**9. OPEN SPACES MATTERS FOR CONSIDERATION**

- i) Oak board to allow for sponsorship plaques.
- ii) Repairs to the park shelter roof.

**10. RISK ASSESSMENT – GREEN CORRIDOR**

Report to follow.

**11. CORNER CLOSE**

Councillor Booth to report

**12. ACCESSIBLE PLOT – THE BASINS ALLOTMENT SITE**

To consider the following recommendation. Paper Circulated prior to meeting:

- i) To approve delegated spend of £3,000 and to give delegated power to the Facilities Manager to project manage the expenditure and complete the creation of the “Accessible Plot” as detailed in Accessible Plot Cost Report.

### **13. BUDGETS**

To consider

- i) Expenditure to date against the budgets delegated to the Committee in the current year (2025/26) (attached)
  - a. To approve Officer delegated spending from the available Basins Allotment budget code for provision of skips and other maintenance requirements.
- ii) Items for inclusion in the 2026/27 (and onwards) budget (attached)