

MINUTES OF THE MEETING OF WELLINGTON TOWN COUNCIL HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON ON MONDAY 5 JANUARY 2026 AT 6.00 PM

PRESENT: Councillor J Lloyd (Chair),
Councillors J Cole, A Govier, C Govier-Wiggins, M McGuffie, M Lithgow, S Mercer, C Penk, S Pringle-Kosikowski, J Thorne, G Williams and K Wheatley

IN ATTENDANCE: David Farrow – CEO/Town Clerk
Alice Kendall – Democratic Services & Finance Manager
Wasif Choudhury – Democratic Services & Finance Officer
Sergeant Jon O'Connor, Wellington Community Policing Team (for minute 386)
One member of the press
49 members of the public

382. WELCOME BY THE MAYOR

The Mayor opened the meeting and welcomed those attending.

383. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE REASONS GIVE

Apologies were received from Councillor C Booth.

384. DECLARATIONS OF INTEREST

There were none to declare.

385. MINUTES

It was **RESOLVED** to approve and sign the minutes of the Full Council Meeting held on 1 December 2025.

386. TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM

It was **AGREED** to move this item forward on the agenda.

Sgt O'Connor presented his report, which had been circulated prior to the meeting and was duly noted.

At this juncture, Councillors J Cole and M McGuffie entered the meeting.

387. QUESTION AND COMMENTS FROM MEMBERS OF THE PUBLIC

There were several members of the public expressing dissatisfaction regarding planning application (**44/25/0013**) of up to 250 dwellings on the land south of Oldway Road. Their main concerns were related to loss of wildlife habitats and biodiversity, increased road congestion and traffic incidents due to the proposed housing being located on the opposite side of the A38 to Wellington Town centre, increased demand on already overstretched services such as schools, dentists and GP surgeries as well as limited public transport options. In addition to this, there were concerns that this was set a precedent for further development in that area eventually stretching all the way to the M5.

One member of the public spoke to raise concerns about the Wellington Place Plan which was adopted in 2023 and requested that this be amended in advance of the review date in February 2026 with the hope that this could be converted into the Wellington Neighbourhood plan.

One member of the public spoke regarding the sewage treatment capacity shortfalls noted by Wessex Water in relation to new housing developments in Wellington and that upgrades to capacity will not be developed until 2030.

388. PLANNING APPLICATION

The following planning applications were considered.

(a) Case reference 44/25/0013

Proposal: Application for Outline Planning with all matters reserved, except for access, for the erection of up to 250 No. dwellings, public open space, ecological/biodiversity enhancements and associated works with details of access on land south of Oldway Road, Wellington.

The Chief Executive provided clarification and context on the details included within the Wellington Place Plan adopted in 2023. It sets out that the A38 is the hard boundary for Wellington and this application would be in direct contravention of this. He also reported that the Planning Officer of the Blackdown Hills National Landscape had not been consulted on this application

There was much discussion by Councillors with unanimous agreement that the application should not be supported and agreeing with the previous comments made by members of the public in minute 387.

It was **RESOLVED** to recommend refusal of the application based on the following reasons:

1. The proposed development is in contravention of the hard boundary adopted in the Wellington Place Plan.
2. The proposed development would result in harm to the character and appearance of the National Landscape, contrary to local and national planning policy.
3. The proposal represents unsustainable development due to its location, inadequate local infrastructure, including highway capacity, drainage, and access to essential services.

(b) Case reference 43/25/0088

Proposal: Application for Approval of Reserved Matters following Outline Application 43/23/0056 for the layout, landscaping, scale and appearance of the erection of 178 No. dwellings and associated infrastructure on land north of Taunton Road, Longforth Park, Wellington.

Amendments: Increase in the number of dwellings proposed from 161 to 178, amended layout with associated amended landscaping, boundaries, materials, parking, engineering and house type plans.

It was **RESOLVED** to raise no objection.

389. TO RECEIVE A REPORT FROM THE MAYOR

The Mayor provided an update on her activities which was noted.

390. SOMERSET COUNCIL / LOCAL COMMUNITY NETWORK (LCN) UPDATE

Councillor A Govier noted there was nothing of direct relevance to Wellington at the most recent Somerset Full Council meeting.

Councillor J Lloyd provided an update on the latest Highways Working Group meeting noting that roadworks on the A38 toward Taunton will start today. There is a section of the A38 between Chelston Roundabout and Wellington that is liable to flooding which will be reviewed by Somerset Council. Section 106 funding will be used to improve the World's End junction and the road to Bradford and Silver Street will be closed however no timescale has yet been provided.

391. TO RECEIVE THE CHIEF EXECUTIVE'S REPORT ON RECENT COUNCIL ACTIVITIES

The report from the Chief Executive was noted.

392. ECONOMIC DEVELOPMENT COMMITTEE

The draft minutes of the meeting held on 10 December 2025 were noted.

It was **RESOLVED** to remove the following overspend amounts from the remaining post-event balance to pay to Fuse Performance:

£38.70 Biffa – Event General Waste Disposal.

£150.00 Carly Press – Carnival Programme & 2 x The Edge Publication for Wellington Garden of Light Event.

Total: £188.70 to be deducted from the outstanding £2,000 post-event balance.

393. TOWN CENTRE EVENTS - ROAD TRAFFIC ORDER APPLICATION (TTRO)

It was **RESOLVED** to approve the Somerset Council Fee of £697.00 for a new TTRO which will cover Town Council and Wellington Independent Market events in the Town Centre from September 2026 to March 2028 with the proviso that the Independent Market waive the fee for Wellington Town Council to hire a stall.

It was **RESOLVED** to approve in principle the date for holding the "Christmas Lights Switch on" event in 2027 for the last weekend in November 2027. The Economic Development Committee will determine at their next meeting the full schedule after 2027.

394. DRAFT SUBMISSION TO BOUNDARY COMMISSION

It was **AGREED** to approve the draft submission with the addition that there should be one Councillor for each of the two divisions in Wellington.

395. PRECEPT 2026/27

It was **RESOLVED** that the Precept for 2026/7 should be set at £1,569,759 (£263.52 Band D equivalent).

396. TO CONSIDER EXCLUDING MEMBERS OF THE PRESS AND PUBLIC

RESOLVED to exclude members of the press and public under Schedule 12A of the Local Government Act 1972 on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, within the meaning of Schedule 12A to the Local Government Act 1972:

Reason taken from the legislation - Information is commercially sensitive.

397. LONGFORTH ROAD TOILETS UPDATE

It was **RESOLVED**:

- i) To confirm Danfo as the appointed supplier of the Modular Building for the new Longforth Road toilets.
- ii) That BVL Projects be appointed as the Main Contractor

- iii) To approve the updated pricing from Ravenslade for stages 5 and 6 of the build.

There being no further business the meeting closed at 20:15.

STANDING DECLARATIONS OF INTEREST

Members of Somerset Council:

Councillor Andrew Govier

Councillor Ross Henley

Mayor

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Date.....



Title	Chief Executive's Report
Meeting	Full Council
Date of meeting	2 February 2026
Action Required	For noting
Report Author and email address	Dave Farrow townclerk@wellingtontowncouncil.co.uk

1. Introduction

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

2. Matters for Report

- Solar powered CCTV cameras have now been installed in the Park. There is still some work to do to finalise location of a couple of the cameras and to soften the look. The image quality is of a very high standard.
- Work has been completed on installing new electrical circuits and broadband to deliver the upgrade the CCTV cameras in the town and it is hoped that they will be installed in early February. Once installed councillors will be invited to visit the CCTV Operations Room in Bridgwater to see a demonstration of the improved quality of the images.
- CCTV and an alarm system have also now been installed in the Kings Arms. This not only provides security when the Hub is closed but is also intended to support the safety of staff when the Hub is open.
- Some councillors and I had a useful meeting with senior representatives of Somerset NHS to discuss pharmacy provision in the town on the 16 January. We were told that another provider would be taking over the former Jhoots premises although the timescale was not clear.
- Councillors will hopefully have seen that The Kings Arms Community Hub was mentioned in Parliament by Gideon Amos MP along with Cliff Marsh who works there.
- The Government has published consultation on reducing the prevalence of private estate management arrangements on new developments with a closing date of the 12 March. <https://www.gov.uk/government/consultations/reducing-the-prevalence-of->

[private-estate-management-arrangements/reducing-the-prevalence-of-private-estate-management-arrangements](#)

- Longforth Road Toilet Block - the Prestart Contract Meeting took place on the 20 January involving Council officers and representatives of Ravenslade, BVLIR and Danfo to begin the detailed planning for the building works. The current indicative dates for the work are a start date of the 26 January. Practical Completion Mid-April and Handover in the first week of May. If councillors would like any additional information, please contact either Annette Kirk, Facilities Manager or Helen Acreman, Project Officer.
- Protection Order for Dog Fouling - Somerset Council has launched a pre public consultation asking towns and parishes to review the existing PSPO details for dog fouling in their area before the official consultation launch. This pre-consultation is open until Friday 20th March. The position in Wellington is that the previous district councils for the area did not have a PSPO for dog fouling. This review will ensure there is one in place. I have asked the Open Spaces Manager to consider what our ask may be for any new order for the town over and above what is required by way of play areas and playing fields. Any response will be considered by the Environment Committee. If councillors wish to make any suggestions, please contact the Open Spaces Manager.
- The formal launch of the Cradle to Career initiative will be taking place on the 10 February starting at 8.30am and running through to 2.30pm at Court Fields School. The event will bring together Wellington's educators, professionals, and community partners to explore how we can collectively create stronger pathways from cradle to career for our children and young people. You can find out more about the event and book a ticket to attend by following this link <https://www.eventbrite.co.uk/e/wellington-cradle-to-career-launch-action-for-opportunity-tickets-1975395651570?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=ebdsshcopyurl>
- Road Surface issues – as well as liaising with Somerset Highways directly in relation to the severity of potholes in the town we have asked for additional road sweeping to be undertaken to clear the debris caused by the deteriorating road surface. There are concerns that the debris could be thrown in to the air by passing vehicles and hit pedestrians or parked cars.

3. Communications and Social Media

In the period from 18th December 2025 to 23rd January 2026 our social media posts reached an estimated 34.4k viewers. This is a decrease on the previous period but this is expected as our pages were dormant over the Christmas/New Year break. Within this timeframe we have gained 68 net followers on our Facebook page, bringing our total up to almost 4,100.

Our top five posts in this period were:

1. Congratulations to winners of Christmas Shop Window Competition, including list of all shops that entered. – 202 reactions, 7,475 reach
2. CCTV now active in Wellington Park – 123 reactions, 5,286 reach
3. Tree removal scheduled – 101 reactions, 14,841 reach
4. Video of the Open Spaces Team working in wet weather – 91 reactions, 5,384 reach
5. Announcement of WTC looking after play areas in Longforth Farm – 60 reactions, 13,529 reach

Coming in sixth place was a new post format that we will be utilising after each Full Council meeting, where we share information on the key decisions made. This received great feedback and will hopefully keep our residents more informed on decisions made and their process.

The Wellington Town Council newsletter continues to go strong with 271 total contacts and the next issue due to go out on 6th February.

The Communications officer is working to better standardise communications within the organisation and has produced brand guidelines for use both internally and externally.

4. January Meetings/Events

Date	Time	Event	Location	Who Involved
2 February	10.00am	Bus User and Stakeholders Group	Virtual	Cllr Mercer/CEO
2 February	6.00pm	Full Council	URC Hall	All
6 February	10.00am	Promotion of Wellington Working Group	Chamber	Group members
6 February	2.00pm	SALC Clerks Market Town Forum	Virtual	CEO
9 February	6.00pm	Policy and Finance Committee	URC Hall	Committee members
10 February	8.30am	Cradle to Career Launch Event – Action for Opportunity	Court Fields School	All invited
11 February	6.00pm	Economic Development Committee	URC Hall	Committee members
12 February	9.30am	Somerset Council Design Workshop on Devolution of Community Services	Canalside, Bridgwater	CEO
18 February*	10.30am	Town and Parish Clerk Briefing	Virtual	CEO
18 February*	6.30pm	Environment Committee	URC Hall	Committee members
23 February	6.00pm	Basins Advisory Board	Chamber	Board members
26 February	6.00pm	Playing Field Working Group	Chamber	Group members

*To be confirmed given staff leave

5. SLT Annual Leave

CEO – 16 – 23 February

Finance and Democratic Services Manager – 3 – 12 February

Open Spaces Manager – 16 – 23 February

Facilities Manager – 20 February

6. Links to Council Vision and Place Plan

Vision

- An inclusive, safe and secure town where everybody is supportive of each other and offers particular care for the more vulnerable members of our community
- A town with a diverse, thriving, and resilient local economy
- A town with vibrant cultural, sporting, and social communities
- Proud and protective of our heritage, green spaces, and biodiversity
- Committed to becoming a net carbon neutral town
- A destination of choice for people to live and work and for businesses to be located.
- Connected with the Blackdown Hills National Landscape and surrounding communities

Wellington Place Plan

- Inclusive Access and Connected Communities
- Pride in Place: Culture, Heritage & Belonging
- A Healthy, Sustainable & Green Town
- Youth, Learning & Lifelong Support
- Housing, Inclusion & Community Safety
- Enterprise, Skills & Local Economies

7. Financial Implications

None

8. Risks

None

9. Considerations

The Council is asked to note the report.

**MINUTES OF THE WELLINGTON TOWN COUNCIL POLICY & FINANCE
COMMITTEE HELD AT UNITED REFORM CHURCH HALL ON MONDAY 12
JANUARY 2026 AT 6.00 PM**

Present: Councillor M Lithgow (Chair)
Councillors J Cole, A Govier, J Lloyd, S Pringle-Kosikowski, J
Thorne and K Wheatley

In attendance: Alice Kendall – Democratic Services & Finance Manager
Wasif Choudhury – Democratic Services & Finance Officer
One member of the press
Representative of Wellington Tennis Club (For minute 403b)

398 APOLOGIES

Apologies were received from Councillor C Booth.

399 DECLARATIONS OF INTEREST

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

Councillor Thorne has a standing personal interest declaration relating to MTMIT, the Council's IT consultant, being a friend of the company owner. Also, in relation to any payments to Tindle Newspapers as an employee of the company.

Councillor S Pringle-Kosikowsky declared a personal interest in item 6a (grant application from Wellesley Park) as his children attend the school.

Councillor J Cole declared a personal interest in item 6c (grant application from On Your Bike) as a customer of the organisation.

400 PUBLIC PARTICIPATION

There were no members of the public in attendance.

401 MINUTES

RESOLVED to approve and sign the minutes of the meeting held on 10 November 2025.

402 ACCOUNTING STATEMENTS

**(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 5
JANUARY 2026**

RESOLVED to approve the bank reconciliation.

**(b) TO NOTE AND APPROVE EXPENDITURE FOR 5 NOVEMBER 2025 – 5
JANUARY 2026**

RESOLVED to approve the expenditure.

It was **AGREED** that Council Officers will review the amount of hours and expenditure included in payments made to M J Fletcher.

(c) TO NOTE AND APPROVE INCOME RECEIVED 5 NOVEMBER 2025 – 5 JANUARY 2026

RESOLVED to approve income.

(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2025-26 YEAR AS AT 5 JANUARY 2026

RESOLVED to note and approve the budget report.

(e) TO NOTE RESERVE BALANCES AS AT 5 JANUARY 2026

The reserve balances were noted.

403 25-26 GRANT APPLICATIONS Q4

Grant applications were considered with the following decisions made:

(a) Wellesley Park School

It was **RESOLVED** to approve grant request of £900 for breakfast parcels.

It was **AGREED** that the Council should again contact all schools to gauge their need for funding for similar schemes.

(b) Wellington Tennis Club – £10,000 requested for new club house.

It was **RESOLVED** to recommend to Full council that the request of £10,000 for a new club house is approved with £5,000 coming from the un-allocated CIL reserve and £5,000 from the Grants budget.

(c) On Your Bike – £1,750 requested for free bike servicing project.

It was **RESOLVED** approve grant request of £1,750 requested for free bike servicing project with the proviso that any extra funding received should to be spent in Wellington, preferably another bike servicing session at Court Fields Community School.

There being no further business the meeting closed at 18:45pm

Signed

Date



Title	Proposed Change to HR Sub Committee Terms of Reference
Meeting	Full Council
Date of meeting	2 February 2026
Action Required	Decision
Report Author and email address	Dave Farrow Chief Executive/Town Clerk townclerk@wellingtontowncouncil.co.uk

1. Introduction

1.1 The purpose of this paper is to seek the Council's agreement to amend the Terms of Reference for the HR Sub Committee to increase its membership from three councillors to five.

2. Background

2.1 The Terms of Reference for the HR Sub Committee agreed at the Annual Meeting in June 2025 set the membership of the committee at three councillors with a quorum also of three councillors.

2.2 There will be occasions when the Sub Committee needs to meet as part of one of the Councils HR policies e.g. to consider appeals against employment related decisions and it is important that these meetings are held within a specific timeframe. At present if one councillor is unavailable this could delay the meeting.

2.3 The proposal therefore is to increase the number of councillors on the sub committee to five but retain the quorum as three.

3 Links to Council Vision and Place Plan

Vision

- An inclusive, safe and secure town where everybody is supportive of each other and offers particular care for the more vulnerable members of our community
- A town with a diverse, thriving, and resilient local economy
- A town with vibrant cultural, sporting, and social communities
- Proud and protective of our heritage, green spaces, and biodiversity
- Committed to becoming a net carbon neutral town
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Wellington Place Plan

- Inclusive Access and Connected Communities
- Pride in Place: Culture, Heritage & Belonging
- A Healthy, Sustainable & Green Town
- Youth, Learning & Lifelong Support
- Housing, Inclusion & Community Safety
- Enterprise, Skills & Local Economies

4 Financial Implications

4.1 There are no financial implications

5 Risks

5.1 Failure to increase the number could result in procedural meetings being delayed.

6 Considerations

Council is asked:

- (i) To agree to amend the Terms of Reference of the HR Sub Committee so that its membership is five councillors and
- (ii) If agreed to agree which two councillors should sit on the Sub Committee to bring the membership up to five

MINUTES OF THE WELLINGTON TOWN COUNCIL COMMUNITY COMMITTEE AT UNITED REFORM CHURCH ON MONDAY 19 JANUARY 2026 AT 6.00 PM

Present: Councillor C Govier-Wiggins (Chair)
Councillors J Cole, A Govier, J Lloyd, M Lithgow.

In attendance: Dave Farrow – CEO/Town Clerk
Wasif Choudhury – Democratic Services & Finance Officer
Laura Batcha – Community Development Officer
Peter Joint – Community Connect Champion
Rachel Parker – Strategic Manager (Head of Public Health
Nursing, Somerset Council – For minute 409)
One member of the press

404 CHAIR TO WELCOME MEMBERS

The Chair welcomed members to the committee.

405 TO RECEIVE APOLOGIES AND APPROVE THE REASONS GIVEN

Apologies were received from Councillor C Penk.

406 DECLARATIONS OF INTEREST

Councillor C Govier-Wiggins declared a personal interest in item 8b (Minute 411) as she attends sessions run by Bright Beginnings in the Kings Arms Community Hub.

407 PUBLIC PARTICIPATION

No members of the public in attendance.

408 MINUTES

It was **RESOLVED** to approve the minutes of the Community Committee meeting held 17 November 2025.

409 BEST START IN LIFE FAMILY HUB

Rachel Parker Strategic Manager, Head of Public Health Nursing, Somerset Council provided context and an explanation of this programme.

The Kings Arms Community Hub in Wellington will be the first Family Hub in Somerset, and a key element of this programme is to bring together all the services related to childhood development.

It was confirmed that all aspects of development will be targeted and measured at end of reception/EYFS stage by assessing various development goals. It will be important that ensure that the provision is universal and available to all. For those parents and children that require more support, outreach programmes can be tailored to their needs.

It was confirmed that the we would seek to engage with parents of home-schooled children about the programme.

The Community Connect Champion noted the importance in linking this with programme with the Cradle to Career initiative.

Councillor A Govier noted that it is imperative that this programme starts delivery as soon as possible.

The Chief Executive confirmed that there will be an assessment period between now and April to determine exactly what resources and staffing requirements are needed to ensure successful delivery of this programme which will evolve and develop as we learn more.

Councillors asked to have sight of the draft programme in March 2026.

At this juncture, R Parker left the meeting.

410 COMMUNITY CONNECT CHAMPION UPDATE

Connect Somerset have secured a further 2 years funding (2 days per week) with effect from the next Financial Year. A Community Visioning Breakfast took place in December with over 50 attendees and the plan is to set breakfast dates for the whole year.

The Main Connect Somerset Priorities for 2026 are to set up and embed Best Start in Life Family Hub Network, link the Cradle to Career Model with this initiative and coordinate parenting support across the area.

The Community Connect Champion confirmed that he has retired from the One Team Role. The One Team in Wellington will continue on the same basis and for the time will be chaired by Kieran Taffe pending further recruitment. One Teams will be promoted via Best Start in life and Cradle to Career models as a means of support for vulnerable families.

The Kings Arms Community Hub was mentioned by Gideon Amos MP in Parliament.

The Wacky Wednesdays Steering Group are meeting on 21st January to plan dates for the year and organise the first event. A survey for what people want is being made and will link with the Community Development Strategy.

A Cradle to Career visioning breakfast took place on 25 November at Court Fields. A huge amount of information was gathered and was shared at a Steering Group meeting in early January.

An agenda is being prepared for the Cradle to Career launch event on 10 February and invitations to this event will be sent out. There will be a number of workshops available to all attendees. It is imperative that all initiatives work alongside of each other and that a coordinated approach is taken to link these up.

411 KINGS ARMS COMMUNITY HUB ROOM HIRE

It was **RESOLVED** to approve a year-long commitment for In The Mix, to ensure stability and continuity of youth provision in Wellington.

It was **AGREED** that Somerset Drug and Alcohol Service should be charged to continue to make use of the Kings Arms Community Hub.

It was **AGREED** to initially approve subsidised access to the Kings Arms Community Hub for the Department of Work and Pensions (DWP) to be reviewed on a quarterly basis requiring evidence of need and outcomes on a rolling basis.

After much discussion, It was **AGREED** in principle to approve subsidised access to the Kings Arms Community Hub for the Bright Beginnings Volunteer Group. Council Officers are to review how to make this feasible given the organisation is not a legal entity. Councillors also asked that safeguarding arrangements for this group be reviewed.

It was **AGREED** that Wellington Women in Business CIC (WWIB) should be charged to continue to make use of the Kings Arms Community Hub.

412 WARM WELCOME

The Community Development Officer confirmed that Warm Welcome sessions are now being delivered at the following times:

- Mondays: 4pm–8pm – aligned with Thrive provision to test engagement with residents who are in work during the day.
- Wednesdays & Fridays: 11am–3pm – daytime provision supporting older residents, parents, carers, and those experiencing isolation.

There is a wide variety between the people that make use of this initiative ranging from residents seeking warmth, social connection, and low-pressure support, individuals signposted for cost-of-living advice, food support, and wellbeing services and repeat visitors, indicating the development of trusted relationships rather than one-off access.

This mix confirms the Hub is functioning not just as a warm space, but as a soft-entry point into wider support.

Volunteer capacity has increased, enabling more consistent cover and improved resilience. With more volunteers in place, the service can now be promoted more confidently and widely, ensuring demand can be met safely.

As capacity continues to stabilise, Warm Welcome is well-placed to transition from a winter response into a sustainable, community-led offer.

Councillors noted that local schools should be targeted for marketing as they will know which families will want to make use of this service.

413 IN THE MIX UPDATE

The Community Development Officer confirmed that the October half term programme marked a significant expansion of youth provision into Wellington, delivered in partnership with In The Mix Project and based at the Kings Arms Community Hub.

There were 44 unique young people engaged, with 30 from Wellington postcodes, demonstrating strong local reach with 83 hot meals provided, alongside snacks and food education, supporting both wellbeing and cost-of-living pressures.

The delivery achieved high satisfaction, with sessions rated 4–5 stars by young people and consistently positive parent feedback. The activities supported confidence, social connection, life skills, creativity, and emotional wellbeing, with strengths in inclusive practice and supporting young people with additional needs.

This programme demonstrated the value of town-centre, accessible provision in reducing transport barriers and establishing Wellington as a viable base for ongoing youth work.

It was confirmed that a detailed Christmas 2025 report is currently being produced by In the Mix which will be shared with Councillors in due course.

There being no further business the meeting closed at: 20:01.

Sign.....

Date.....

MINUTES OF THE WELLINGTON TOWN COUNCIL ENVIRONMENT COMMITTEE HELD AT THE UNITED REFORMED CHURCH HALL, WEDNESDAY 21 JANUARY 2026 AT 7.00 PM

Present: Councillor C Booth (Chair)
Councillors J Lloyd, M McGuffie, S Pringle-Kosikowsky and G Williams.

In attendance: Dave Farrow – Town Clerk/CEO
Darren Hill – Open Spaces Manager
Wasif Choudhury – Democratic Services and Finance Officer
Councillor J Thorne
Councillor K Wheatley
Steven Saunders – Footpath Volunteer Coordinator
One member of the press
One member of the public

342. APOLOGIES

Apologies were received from Councillor M Lithgow.

343. DECLARATIONS OF INTEREST

There were no declarations of interest.

344. MINUTES

It was **RESOLVED** to approve and sign the minutes of the meeting held on 19 November 2025.

345. QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

None.

346. FOOTPATH UPDATE

Steve Saunders confirmed that the volunteer group is currently on their winter break and in the interim they are planning to service their machinery.

347. OPEN SPACES MANAGER REPORT

The report had been circulated in advance of the meeting which was noted.

At this juncture, Councillor K Wheatley entered the meeting.

Councillor J Thorne noted his concerns at the location of the CCTV cameras in the Wellington Park. The Open Spaces Manager confirmed that the CCTV cameras can be moved and alternative locations can be reviewed.

348. OPEN SPACES MATTERS FOR CONSIDERATION

The Open Spaces Manager confirmed that the previous quote from R W Gale to tarmac the playing field path is still the most economical which was noted. As previously agreed, R W Gale will be contacted to start this work which will be funded from the 2025-26 budget.

342. GREEN CORRIDOR WATERWAYS AND BASINS PONDS

The paper circulated with the agenda was considered.

After much discussion, it was **AGREED** that the Chief Executive should progress work on assessing risks and costs related to the transfer of these waterways to Wellington Town Council and to report back to a future Committee meeting with a proposal about how to proceed.

343. MEMORIAL PLAQUES

It was **AGREED** that the Open Spaces Manager will review examples of heritage parks in other locations for memorial plaques and present these at a future Committee meeting.

344. CROWN ESTATE LAND

The Chief Executive provided a verbal update on the purchase process which was noted.

345. CLIMATE CHANGE STRATEGY

The Chief Executive provided a verbal update which was noted.

346. TREE STRATEGY

The Open Spaces Manager provided a verbal update which was noted and confirmed that there were 25 trees which were not planted due to a lack of agreement with Highways Somerset on their location. An agreement has since been formalised on acceptable locations and these will be planted in the next planting season.

347. MEETING START TIME

It was **RESOLVED** to approve amending the start time of Environment Committee meetings to 6:30pm going forward.

There being no further business the meeting closed at 20:03pm

Sign.....

Date.....



Title	Update on Support Being Offered to KDC/One Swallowfield Employees
Meeting	Full Council
Date of meeting	2 February 2026
Action Required	For Noting
Report Author and email address	Dave Farrow Chief Executive/Town Clerk townclerk@wellingtontowncouncil.co.uk Laura Batcha Community Development Officer laura@wellingtontowncouncil.co.uk

1. Introduction

- 1.1 The purpose of this paper is to update councillors on support being offered to KDC/One employees at the Swallowfield site following confirmation of the sites closure.

2. Background

- 2.1 Councillors will be aware that KDC/One has confirmed that its Swallowfield site will be closing in 2026.

- 2.2 The Community Development Officer has met with senior KDC/One managers along with representatives of the Economic Development Team at Somerset Council to discuss what support can be provided to employees because of this decision.

- 2.3 KDC/One is undertaking an employee survey to understand needs and priorities for their employees. The survey will cover a range of areas including:

- Job search and CV support
- Financial advice and support
- Mental health and wellbeing
- Wider employability and transition needs

- 2.4 Once the survey results are available, Wellington Town Council will work alongside Somerset Council to help shape an appropriate support programme in response to the identified needs.
- 2.5 Somerset Council will take the lead on coordinating delivery, following a request for initial support to be delivered on site to maximise accessibility and engagement for affected employees.
- 2.6 Councillor Janet Lloyd and an Employment Hub volunteer have indicated they are happy to support job clubs and employment-related actions. This will complement existing employment and wellbeing provision in the town.
- 2.7 The proposed approach is to gradually transition support off-site, enabling employees to feel confident accessing the wider community offer available locally, including:
- Kings Arms Community Hub and Employment Hub support
 - Jobcentre Plus provision
 - REGAIN wellbeing project
 - Over-40s health checks
 - Wider wellbeing, advice and community support services
- 2.8 Employees will also be welcomed to use the Warm Welcome Café, providing informal support, social connection and signposting in a safe, accessible environment.
- 2.9 This approach supports both immediate on-site needs and longer-term integration into sustainable, community-based support networks.
- 2.10 A further update will be provided once the employee survey results are available and a more detailed programme of support has been developed.

3 Links to Council Vision and Place Plan

Vision

- An inclusive, safe and secure town where everybody is supportive of each other and offers particular care for the more vulnerable members of our community
- A town with a diverse, thriving, and resilient local economy

Wellington Place Plan

- Inclusive Access and Connected Communities
- Enterprise, Skills & Local Economies

4 Financial Implications

- 4.1 The only financial implication is staff time in supporting this work.

5 Risks

5.1 Not engaging in this work would increase the vulnerability of those affected by the closure decision.

6 Considerations

6.1 Council is asked to note this report.

Our ref: CS 12840124

13 January 2026

Wellington Town Council

Avison Young
6th Floor
11 York Street
Manchester
M2 2AW

By Email: info@wellingtontowncouncil.co.uk

Dear Sir/Madam,

PROPOSED BASE STATION UPGRADE AT PERRY ELM FARM, PERRY ELM, WELLINGTON, SOMERSET, TA21 9RN (NGRs: E 312141 / N 119824)

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone are in the process of progressing suitable sites in the Wellington area for radio base stations that will improve service provision for VodafoneThree Limited. The purpose of this letter is to consult with you and seek your views on our proposal before proceeding with the works. We understand that you are not always able to provide site specific comments, however, Cornerstone and VodafoneThree Limited are committed to consultation with communities for mobile telecommunications proposals and as such would encourage you to respond.

As part of the operator's network improvement program, there is a specific requirement for a radio base station upgrade at this location to replace existing equipment with the latest technologies, which will improve existing coverage provisions for better signal strength, capacity and speed.


Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

In the first instance, all correspondence should be directed to the agent.

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:

Cornerstone Telecommunications, Infrastructure Limited,
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.
Registered in England & Wales No. 08087551.
VAT No. GB142 8555 06

 Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

Please find below the details of the proposed site and the alternative site options considered and discounted in our site selection process: -

A number of options have been assessed in respect of the site search process and we consider the best solution is as follows:

CS 12840124 (Cornerstone, VodafoneThree Limited) Perry Elm Farm

Description of Development: Removal of 6no existing antennas and 1no existing equipment cabinet, installation of 3no new antennas, 1no new 300mm dish and 2no new equipment cabinets with other associated ancillary works thereto

This option has been selected following the operator's sequential approach to site selection whereby existing base stations have been reviewed in the first instance to explore upgrade opportunities that can improve coverage provisions to cater for current and future demands, prior to the exploration of alternative locations for new installations. As the proposed works involve the upgrade of an existing base station, it was therefore not necessary to identify alternative site options in accordance with the Code of Practice for telecommunications development as well as national and local planning policy.

As a licensed code operator, a minimalistic approach to design is adopted in every instance to ensure that the least impactful scheme is pursued to ensure the site's overall visual appearance is kept to a technical minimum whilst ensuring the technical objectives of the works remain achievable. Within the technical parameters of each site's requirements, the operator seeks to maintain the minimum level of equipment and scale of works as far as practicable.

The proposed works are minor and will be capable of assimilating into the surrounding environment. In this instance an existing mast will be utilised and the proposed antennas will accommodate existing antenna locations at the top of the mast, which will retain the existing visual appearance of the site. The proposed dish is required to ensure that the network is linked together ensuring seamless transmission of connectivity between each base station. Due to its functional purpose, each dish requires a clear line of sight and must be above surrounding natural or built form to avoid signal disruption. Taken as a whole, the proposed antennas, dish and ancillary equipment are small in scale, which will assimilate onto the tower with minimal visual impact.

Within the context of the immediate surroundings the extent of proposed changes would be nominally felt, thus preserving the existing character and setting of the surrounding area.

In accordance with planning legislation, the proposed scheme constitutes permitted development and does not require a prior approval/planning application to be submitted to the local planning authority however, a notification letter has been issued to inform them of the operator's intention to utilise permitted development rights for these works.

In the first instance, all correspondence should be directed to the agent.


Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:

Cornerstone Telecommunications, Infrastructure Limited,
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.

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VAT No. GB142 8555 06

 **Cornerstone, Hive 2,**
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

The Local Planning Authority must register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined.

All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included with the formal notification to the local planning authority.

We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter.

Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number CS 12840124).

Yours faithfully,



Mandy Poon MRTPI

Associate Director, Technology

+44 (0)1619564123 | Mobile +44 (0)7875934974

mandy.poon@avisonyoung.com | avisonyoung.com

6th Floor, 11 York Street, Manchester M2 2AW

(for and on behalf of Cornerstone)

Enc. Drawings

In the first instance, all correspondence should be directed to the agent.

Cornerstone Planning Consultation Letter to Councillors - Reg 5 V.3 – 15/04/2021

Registered Address:

Cornerstone Telecommunications, Infrastructure Limited,
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.

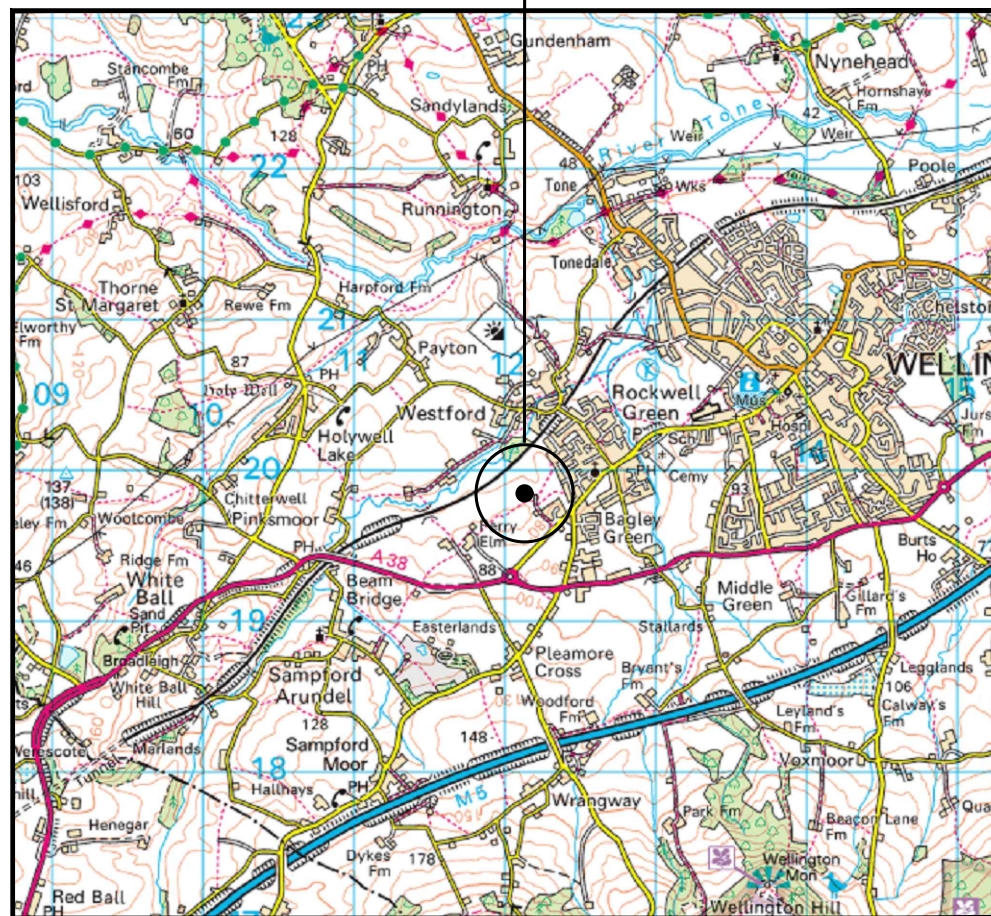
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VAT No. GB142 8555 06



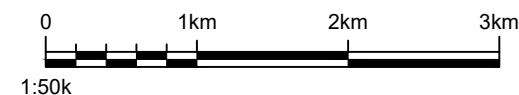
Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

SITE LOCATION

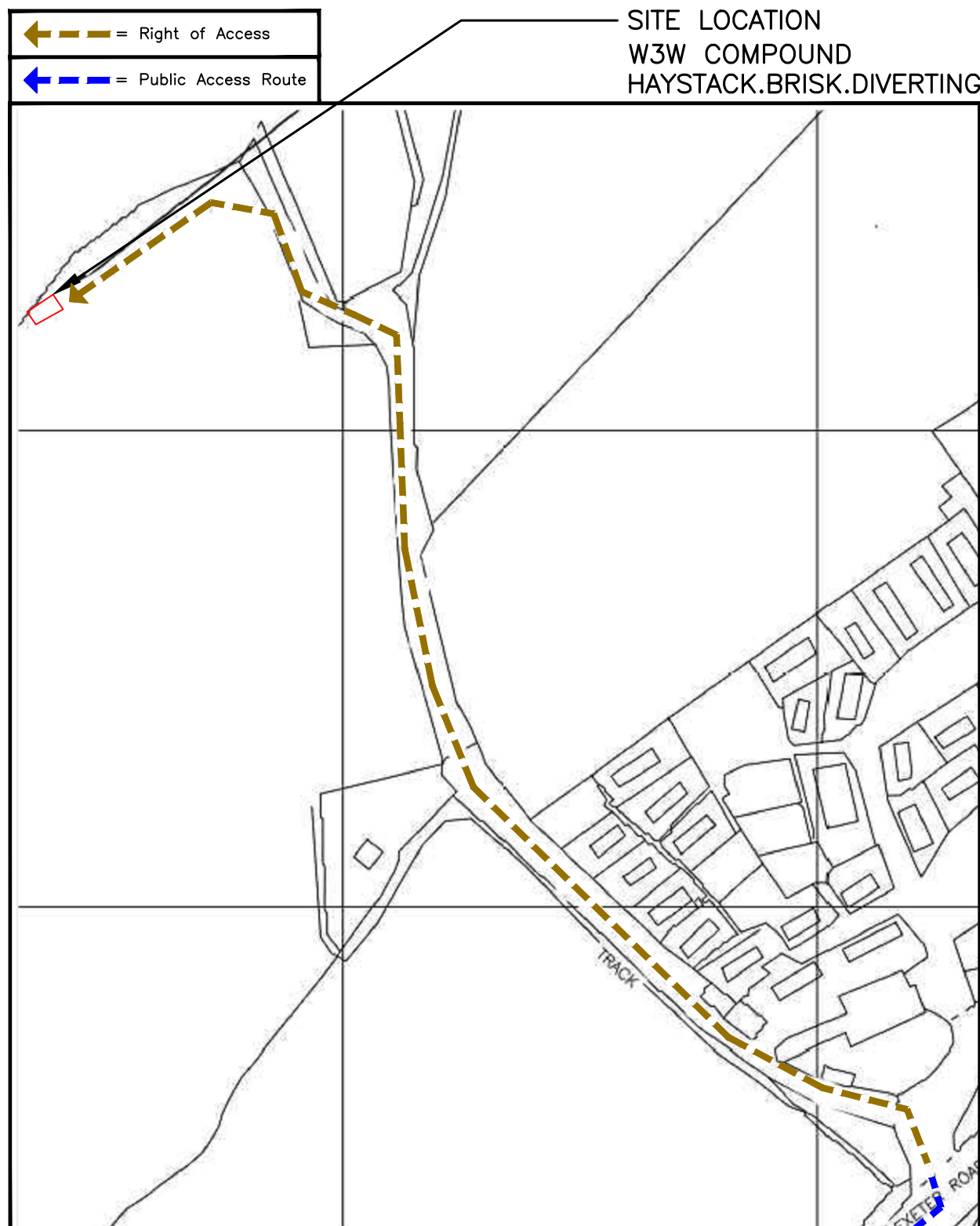
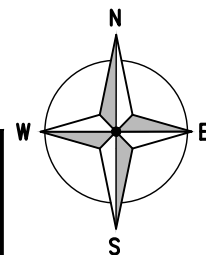


SITE LOCATION
(Scale 1:50000)

Ordnance Survey map extract
based upon Landranger map series
with the permission of the controller of
His Majesty's Stationery Office
Licence No. 100022432
Crown copyright.

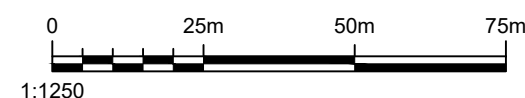


SITE PHOTOGRAPH



DETAILED SITE LOCATION
(Scale 1:1250)

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ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 312141 | N: 119824

DIRECTIONS TO SITE:

EXIT THE M5 AT JUNCTION 26. AT THE
ROUNDAABOUT TAKE THE A38 EXETER ROAD.
AT THE FOLLOWING ROUNDAABOUT TAKE THE
FIRST EXIT ONTO WEST BUCKLAND
ROAD/A38. CONTINUE TO FOLLOW A38
THROUGH ONE ROUNDAABOUT. AT THE NEXT
ROUNDAABOUT TAKE THE THIRD EXIT
ONTO EXETER ROAD. AFTER 0.3 MILE TURN
LEFT ONTO ACCESS TRACK. FOLLOW THE
ACCESS TRACK TO ITS END, THE SITE IS
LOCATED ON THE LEFT.

NOTES:

1A	PLANNING ISSUE	ALC	CIRCET	03.12.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown
Lane, Hartlebury, Worcestershire, DY10 4JD

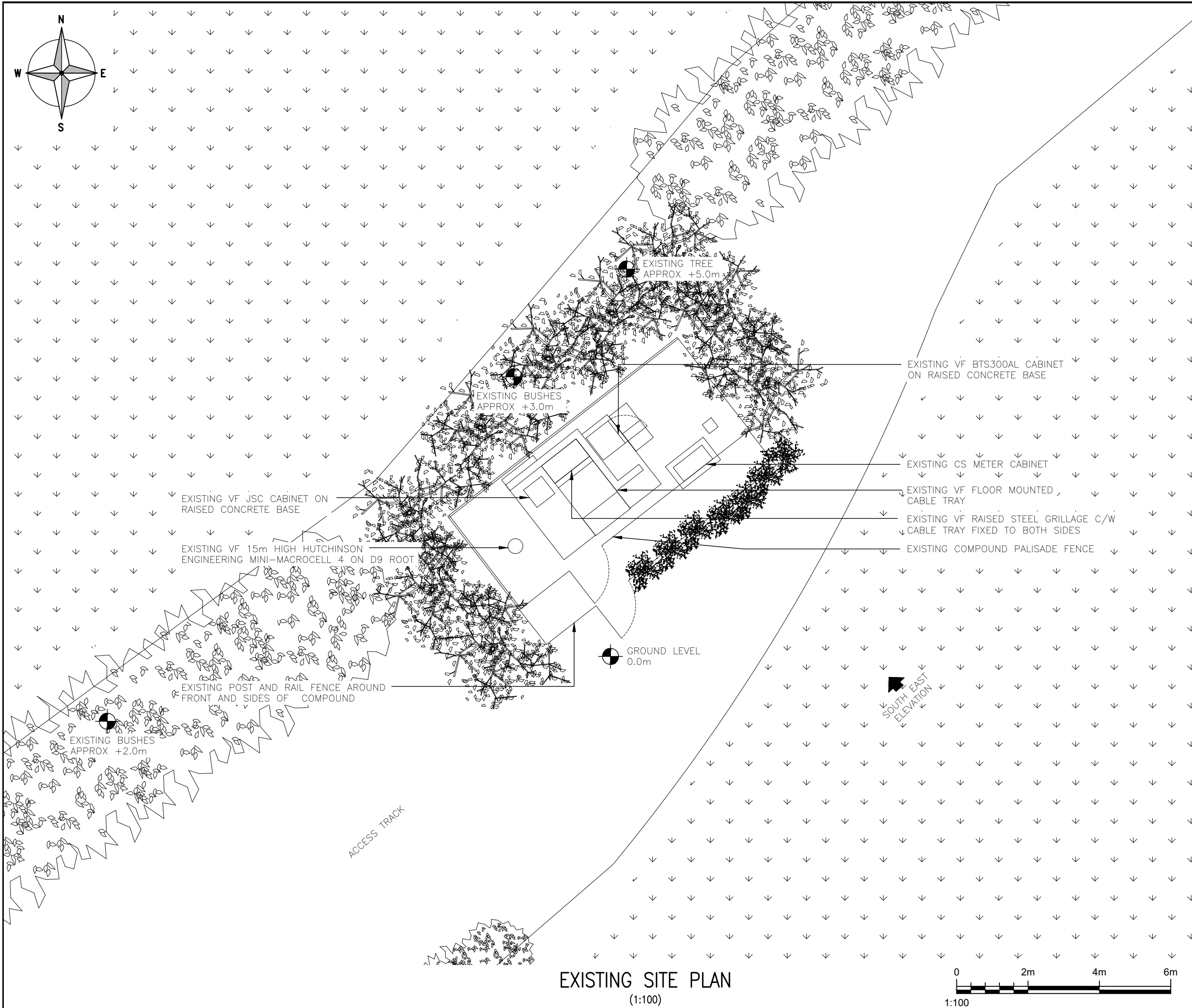


Cell Name	Opt.
PERRY ELM FARM	—

Cell ID No				
CSID	✓	VF	✓	TEF
12840124		87331_8		36417
Project No.	—	N/A	—	N/A
—		—		—

Site Address / Contact Details
PERRY ELM WELLINGTON SOMERSET ENGLAND TA21 9RN

Drawing Title:		SITE LOCATION MAPS	
Purpose of issue:		PLANNING	Dwg Rev:
Drawing Number:		100	1A
Surveyed By: AIRCOMMS UK		Original Sheet Size: A3	Pack Issue:
Drawn: ALC	Date: 03.12.25	Checked: CIRCET	Date: 03.12.25 1A



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE


N.G.R

E: 312141


N: 119824

NOTES:

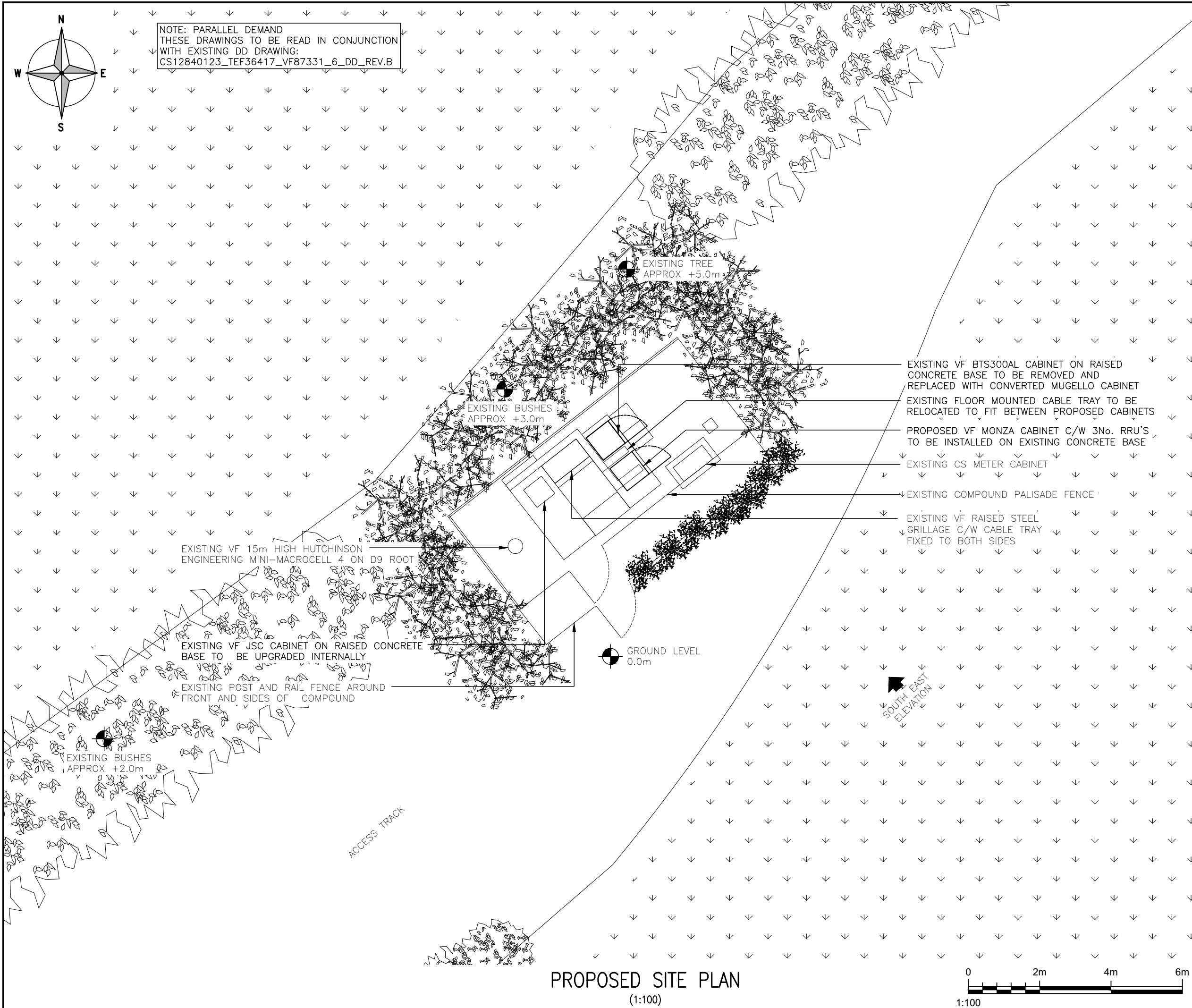
1A	PLANNING ISSUE	ALC	CIRCET	03.12.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name				Opt.
PERRY ELM FARM				—
Cell ID No				
CSID	✓	VF	✓	TEF
12840124		87331_8		36417
Project No.	—	N/A	—	N/A
—		—		—
Site Address / Contact Details				
PERRY ELM WELLINGTON SOMERSET ENGLAND TA21 9RN				
Drawing Title: EXISTING SITE PLAN				
Purpose of issue: PLANNING				Dwg Rev: 1A
Drawing Number: 200				1A
Surveyed By: AIRCOMMS UK		Original Sheet Size: A3		Pack Issue:
Drawn: ALC	Date: 03.12.25	Checked: CIRCET	Date: 03.12.25	1A



NOTE: PARALLEL DEMAND
THESE DRAWINGS TO BE READ IN CONJUNCTION
WITH EXISTING DD DRAWING:
CS12840123_TEF36417_VF87331_6_DD_REV.B

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 312141 | N: 119824

NOTES:

1A	PLANNING ISSUE	ALC	CIRCET	03.12.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD

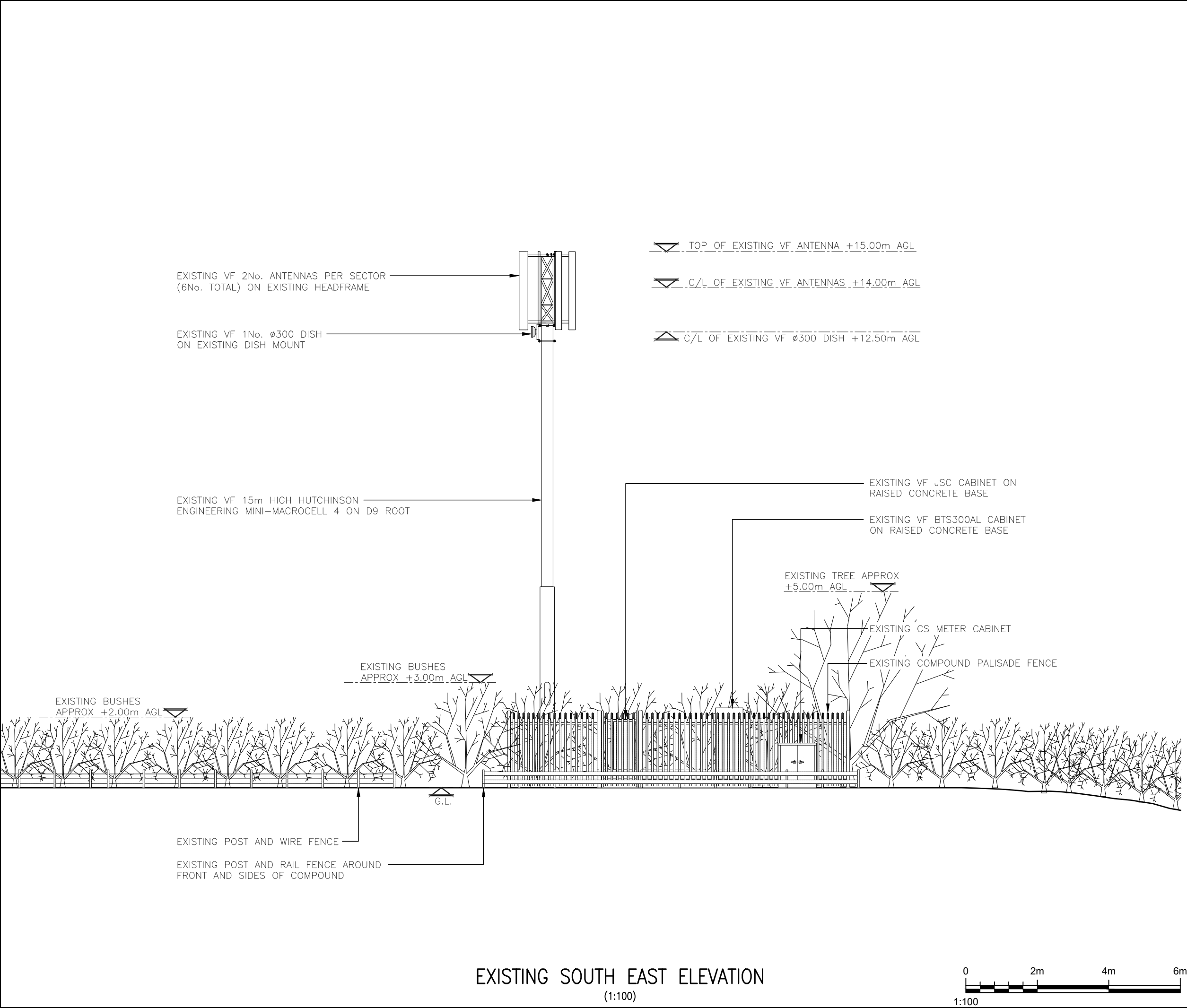


Cell Name	Opt.
PERRY ELM FARM	—

Cell ID No				
CSID	✓	VF	✓	TEF
12840124		87331_8		36417
Project No.	—	N/A	—	N/A
—		—		—

Site Address / Contact Details
PERRY ELM WELLINGTON SOMERSET ENGLAND TA21 9RN

Drawing Title: PROPOSED SITE PLAN				
Purpose of issue: PLANNING			Dwg Rev: 1A	
Drawing Number: 201			1A	
Surveyed By: AIRCOMMS UK		Original Sheet Size: A3		Pack Issue:
Drawn: ALC	Date: 03.12.25	Checked: CIRCET	Date: 03.12.25	1A



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N.G.R

E: 312141


N: 119824

NOTES:

1A	PLANNING ISSUE	ALC	CIRCET	03.12.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name				Opt.
PERRY ELM FARM				—
Cell ID No				
CSID	✓	VF	✓	TEF
12840124		87331_8		36417
Project No.	—	N/A	—	N/A
—		—		—
Site Address / Contact Details				
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Drawing Title: EXISTING SITE ELEVATION				
Purpose of issue: PLANNING				Dwg Rev:
Drawing Number: 300				1A
Surveyed By: AIRCOMMS UK		Original Sheet Size: A3		Pack Issue:
Drawn: ALC	Date: 03.12.25	Checked: CIRCET	Date: 03.12.25	1A

SDNT0005 Version 3.3

NOTE: PARALLEL DEMAND
THESE DRAWINGS TO BE READ IN CONJUNCTION
WITH EXISTING DD DRAWING:
CS12840123_TEF36417_VF87331_6_DD_REV.B

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 312141 | N: 119824

NOTES:

1A	PLANNING ISSUE	ALC	CIRCET	03.12.25
REV	MODIFICATION	BY	CH	DATE



Unit 27F-G, Hartlebury Trading Estate, Crown Lane, Hartlebury, Worcestershire, DY10 4JD



Cell Name	Opt.
PERRY ELM FARM	—

Cell ID No				
CSID	✓	VF	✓	TEF
12840124		87331_8		36417
Project No.	—	N/A	—	N/A
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Site Address / Contact Details
PERRY ELM WELLINGTON SOMERSET ENGLAND TA21 9RN

Drawing Title:	PROPOSED SITE ELEVATION
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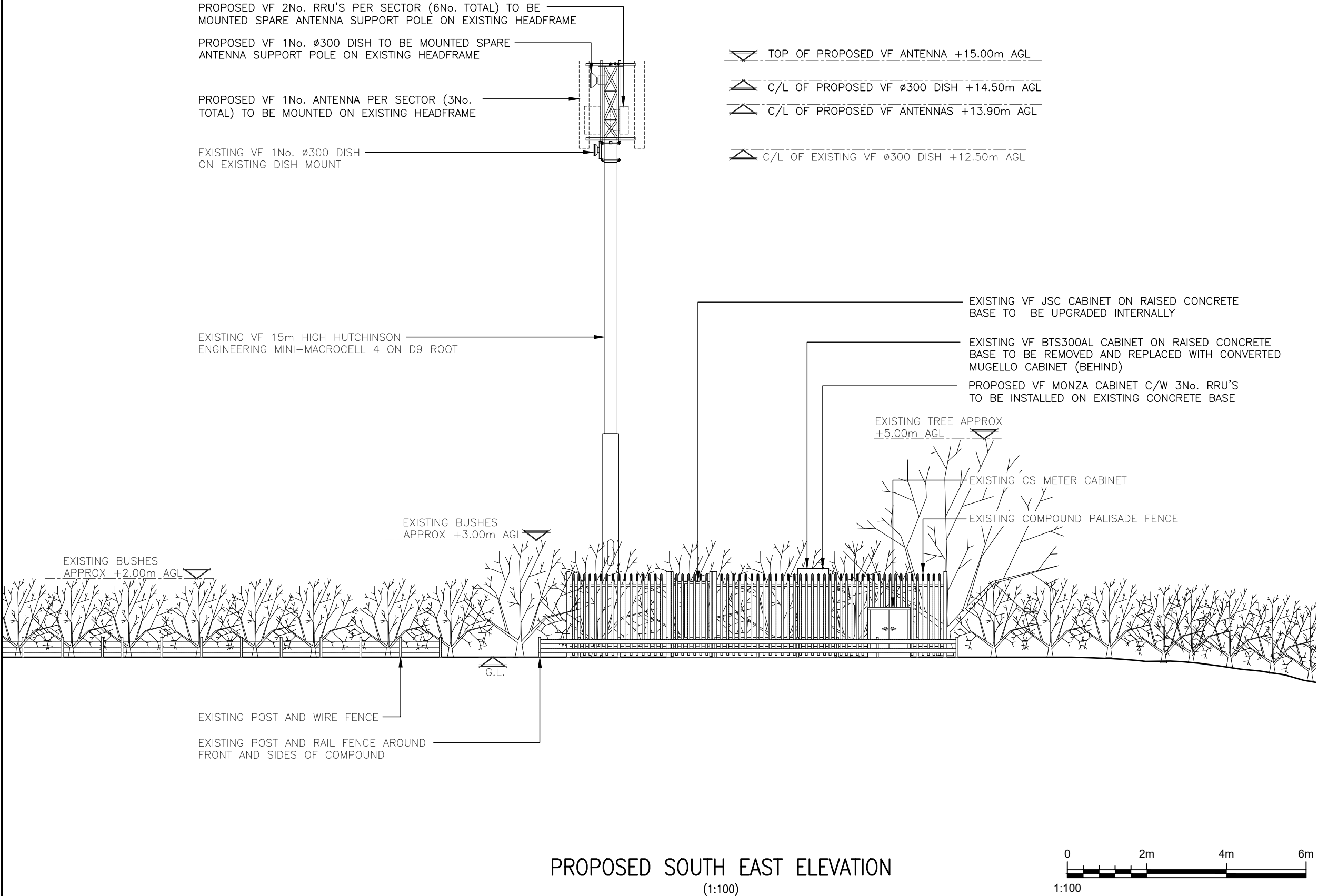
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SDNT0005 Version 3.3





WELLINGTON TOWN COUNCIL

Project Initiation Form



Project Initiator	MIKE MCGUFFIE		
Project Title	UNITED NATIONS 80TH ANNIVERSARY - EXHIBITION IN POP UP SHOP		
Description	<ul style="list-style-type: none"> The first meeting of the General Assembly of the United Nations was held in London in January and February 1946. 2026 is the 80th anniversary of the meeting. It is proposed to put on an exhibition in the Pop up shop highlighting two aspects of the UN's many functions. These are the work of <ol style="list-style-type: none"> UNICEF (the United Nations Children's Emergency Fund) and the Office for Disarmament Affairs. These two agencies illustrate work done to achieve two key aims of the UN Charter <ol style="list-style-type: none"> "to save succeeding generations from the scourge of war" "to promote social progress and better standards of life " The exhibition will take place in February 2026 during weeks when the Pop-up shop is empty. It will consist of official UN and UK govt. publications, videos and infographics describing the work of the two bodies. Opening hours will be staffed by councillors. Material on how to donate to UNICEF will be available. 		
Benefits	<ul style="list-style-type: none"> Promoting the benefits of international cooperation in addressing issues. Informing residents. Potential links with local schools and other organisations. 		
Financial Implications			
Upfront / Set Up Costs	£20	Ongoing Costs (Per Year)	£0
Does the Project generate income	N	If Yes, Please Specify	
Existing Council Budget?	Y	If Yes, Please specify	

Once completed, please return this form to the Town Clerk. An informal discussion is encouraged before a project is presented to a Committee. Please be sure to also include/attach any documents relevant to the project.

Other Implications (i.e., environmental etc.)	None.		
Staffing resource required	<ul style="list-style-type: none"> • Staff for printing material for displays, setting up monitors, putting up displays. • Councillors for opening and staffing shop, talking with residents etc. 		
Risks and Issues	None.		
For Office Use			
Name of Committee for discussion		Date of Meeting Presented	
Scheduled start date (if <i>passed by resolution</i>)	Last two weeks of February currently free; actual week to be decided.		
Lead Officer			