

**MINUTES OF THE WELLINGTON TOWN COUNCIL COMMUNITY COMMITTEE
AT UNITED REFORM CHURCH ON MONDAY 17 NOVEMBER 2025 AT 6.00 PM**

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

In attendance: Dave Farrow – CEO/Town Clerk
Wasif Choudhury – Democratic Services & Finance Officer
Laura Batcha – Community Development Officer
Councillor G Williams

329 CHAIR TO WELCOME MEMBERS

The Chair welcomed members to the committee.

330 TO RECEIVE APOLOGIES AND APPROVE THE REASONS GIVEN

Apologies were received from Councillor C Penk.

331 DECLARATIONS OF INTEREST

None declared.

332 PUBLIC PARTICIPATION

No members of the public in attendance.

333 MINUTES

It was **RESOLVED** to approve the minutes of the Community Committee meeting held 20 October 2025.

334 COMMUNITY CONNECT CHAMPION UPDATE

A report was circulated beforehand which was noted.

335 SALC MID-POINT EVALUATION

A report was circulated on the evaluation findings and progress of the Kings Arms Community Hub (KACH) since opening in July 2025 which was noted.

Councillors noted the success of the KACH and how quickly it has become a recognised facility within Wellington Town for community purposes.

At this juncture, Councillor J Cole entered the meeting.

336 CHRISTMAS YOUTH DELIVERY

It was **RESOLVED** to approve a spend of £400 from Wellington Community Support Services to expand delivery capacity for the In the Mix Christmas youth sessions on 29 and 30 December 2025.

It was further **RESOLVED** to support the inclusion of discretionary places for young people who may not meet HAF criteria. It was **AGREED** that Council Officers be granted delegated spend to ensure that the costs for this can be met.

At this juncture, Councillor M McGuffie gave apologies and left the meeting.

It was **RESOLVED** to agree that the outcomes and feedback from these sessions will be used to inform future youth provision planning and partnership delivery in 2026.

337 APPRENTICESHIP

The report on the requirement for an apprenticeship was circulated and noted.

It was **RESOLVED** to approve the creation a Business Administration Apprentice post within the Community Development function. It was **AGREED** that Council Officers will manage the recruitment process to determine the most appropriate start date for this post.

It was **RESOLVED** to approve the post to be funded through the Community Budget (26/27) as per the first draft previously presented.

338 YOUTH DEVELOPMENT BUDGET

At this juncture, Council M Lithgow gave apologies and left the meeting.

After much discussion, it was **RESOLVED** to recommend to Full Council that the draft line for Youth Services (£50,000) be renamed Youth Development.

It was further **RESOLVED** to recommend to Full Council that an additional line in the Community Services cost centre be created specifically for the Cradle to Caree project and to allocate an additional fund of £50,000.

It was **RESOLVED** to recommend to Full Council to create an additional line in the Community Services cost centre for 2026/7 for youth provision to be delivered by In the Mix to ensure that this can continue beyond October 2026. The funds required will be calculated by the Community Development Officer in advance of the December 2025 Full Council meeting.

The resolutions above are made within the context that the Community Services cost centre is delegated to and controlled by this Committee.

339 COMMUNITY KITCHEN & CAFÉ

It was **RESOLVED** to allocate the remaining £8,000 from the 2025–26 Community Development Budget to develop the Kings Arms Community Kitchen and Café pending confirmation that associated activities will be covered through the pre-existing insurance.

340 COMMUNITY DEVELOPMENT BUDGET

It was **RESOLVED** to approve the proposed Community Development Budget 2026–27 (£14,000) however the allocation of funds should be determined by the Community Development Officer across the five streams identified.

It was **AGREED** that delivery will be managed by the Community Development Officer in line with the priorities of the pending Community Development Plan.

341 UPDATED INCOME REPORT FOR KINGS ARMS COMMUNITY HUB (KACH)

The confirmed annual income position of £15,495.60 for the Kings Arms Community Hub based on current verified bookings was noted.

It was **RESOLVED** to approve the introduction of a standard room hire charging policy for all organisations using the Hub from April 2026.

It was **AGREED** that voluntary and charitable organisations will be supported to access external funding to cover hire costs.

It was **AGREED** that all decisions relating to whether the Council will absorb hire costs for organisations where funding is not secured will be presented to and determined by the Community Committee.

It was noted that there will be opportunities throughout the year to generate additional income through funding bids, partnership projects, and the future operation of the Hub Café (either via a Service Level Agreement with a third-party operator or a voluntary-run café model).

There being no further business the meeting closed at: 19:30.

Sign.....

Date.....



Title	Kings Arms Community Hub – Room Hire Subsidy Requests
Meeting	Community Committee
Date of meeting	19.01.2026
Action Required	To consider and agree which organisations should receive financial assistance or subsidy towards room hire at the Kings Arms Community Hub, and to approve the proposed approach to review and delegated authority.
Report Author and email address	Laura Batcha- Community Development Officer. laura@wellingtontowncouncil.co.uk

1. Introduction

Following a request from the Community Committee, this report sets out the organisations currently requesting financial assistance with room hire at the Kings Arms Community Hub (KACH).

The purpose of the report is to enable the Committee to understand:

- which organisations require support,
- the nature and value of the services they provide to the Wellington community,
- the financial commitment involved, and
- a proposed approach to approving and reviewing any subsidy arrangements.

The Kings Arms Community Hub operates as a shared community asset, balancing income generation with access for voluntary, charitable, and statutory services that deliver clear community benefit.

Please refer to Appendix A for organisation details.

2. Background

2.1

Since opening, the Kings Arms Community Hub has attracted a wide range of organisations delivering services aligned with Council priorities including:

- youth engagement,
- health and wellbeing,
- employment support,
- family and early years provision, and
- community resilience.

2.2

While standard room hire charges apply, some organisations have indicated that without financial assistance they would be unable to continue delivering services locally. In several cases, loss of provision would result in:

- residents needing to travel outside Wellington,
- reduced engagement from vulnerable groups, or
- a gap in preventative and early-intervention support.

2.3

The organisations requesting support are:

- In The Mix – Youth Delivery
- Somerset Drug & Alcohol Service (SDAS – Regain Project)
- Department for Work and Pensions (DWP)
- Bright Beginnings – Baby and Toddler Café
- Wellington Women in Business CIC (WWIB)

Further detail on each organisation and the value of their provision is set out in Appendix A

3. Links to Council Vision and Place Plan

The requested subsidies support delivery against the following priorities:

Council Vision

- Supporting inclusive, accessible services for residents
- Improving health, wellbeing, and employment outcomes
- Strengthening partnership working

Wellington Place Plan Themes

- Health, Wellbeing & Community Safety
- Youth, Learning & Lifelong Support
- Inclusive Access & Connected Communities
- Enterprise, Skills & Local Economies

4. Financial Implications

The table below sets out the monthly, quarterly, and annual cost of room hire for each organisation, based on current usage.

Summary of Subsidy Requests

Organisation	Room(s) Used	Frequency	Monthly Cost	Quarterly Cost	Annual Cost
In The Mix	Activity Room	Weekly (6 hrs), 40 weeks (term-time)	£150 equivalent	£600 equivalent	£2,400
SDAS – Regain Project	Large Meeting Room (full day) + Activity Room (2 hrs)	Weekly (52 weeks)	£427	£1,280	£5,120
DWP (Jobcentre Plus)	Meeting Room	Fortnightly (5 hrs per session)	£120	£360	£1,440
Bright Beginnings	Activity Room + Café	Weekly (term-time)	£120	£360	£1,440
WWIB (Wellington Women in Business CIC)	Activity Room	Monthly (3 hrs)	£30	£90	£360

Total potential annual subsidy exposure (if fully supported): **£10,760**

Recommendation regarding potential budgets to assist with the requested subsidies.

Organisation	Budget
In The Mix	Youth Development
SDAS – Regain Project	Community Development
DWP (Jobcentre Plus)	Community Development
Bright Beginnings	Finance and Policy Grants Pot
WWIB (Wellington Women in Business CIC)	Economic Development Committee budget (noting this would be a recommendation from Community Committee)

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5.Risks		
Risk	Potential Impact	Mitigation
Loss of key services	Reduced access for vulnerable residents	Targeted subsidy for high-impact provision
Open-ended financial commitments	Budget pressure	Annual or quarterly review arrangements
Under-utilised sessions	Poor value for money	Regular monitoring of attendance and impact

6.Considerations	
That the Community Committee:	
1.	Approves a year-long commitment for In The Mix, to ensure stability and continuity of youth provision in Wellington.
2.	Approves, in principle, year-long support for the other organisations, and delegates authority to the Town Clerk to with recommendations from the Community Development Officer:
	<ul style="list-style-type: none"> ○ review agreements on a quarterly basis, and ○ confirm continuation based on utilisation and demonstrated impact.

7. Appendices	
	Appendix A Room Hire_ Organisation Info



Appendix	Kings Arms Community Hub – Room Hire Subsidy Requests
Meeting	Community Committee
Date of meeting	19.01.2026
Appendix A	Organisation Details.

Organisation Name	In The Mix
Organisation Type	Youth Delivery Partner,
Organisation Info	<p>Their delivery aligns with:</p> <ul style="list-style-type: none"> • Youth engagement priorities, • Cradle to Career, • early intervention and prevention. <p>Currently taken place on a Friday 7-9pm and from April they will extend the provision to a further delivery, totalling 2 x 2 hours delivery where one will be for a younger age cohort and the second will be for older youth.</p> <p>A year-long commitment is requested to ensure stability of youth provision. This agreement if approved will also form there SLA which will be renewed in April.</p>
Subsidy Request Reasoning	<p>In The Mix is the Town Council's commissioned youth delivery provider, delivering funded youth provision on behalf of Wellington Town Council.</p> <p>Supporting room hire costs ensures that external fundraising secured by the provider is reinvested directly into frontline delivery for young people, rather than being absorbed by venue costs.</p>

	<p>This approach maximises value for money for the Council and strengthens sustainability of youth provision. The provider has recently secured additional community fundraising support, including participation in the Waitrose Green Tokens scheme, with funds directed back into local youth activity.</p> <p>Subsidising room hire therefore directly enhances outcomes for Wellington's young people and supports stability of provision.</p>
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Organisation Name	Somerset Drug & Alcohol Service – Regain Project
Organisation Type	Wellbeing Hub
Organisation Info	<p>A wellbeing network linked with the NHS and supported by partners including:</p> <ul style="list-style-type: none"> • Open Door, • ARC, • Thrive Somerset, • Nelson Trust. <p>Currently delivery takes place all day on a Tuesday (10-4pm) with the expansion of engagement activities to take place from April.</p>
Subsidy Request Reasoning	<p>SDAS is piloting the Regain Project, a wellbeing hub model designed to provide a safe, confidential, and welcoming space for health and wellbeing support, not limited to substance use.</p> <p>The service supports anyone in the community who may be experiencing need, vulnerability, or isolation, and works closely with NHS-linked partners and local stakeholders.</p> <p>SDAS relies primarily on grant funding to deliver services and does not hold dedicated budgets for venue hire. Without subsidy, the service would be unable to operate locally.</p> <p>Subsidising room hire enables delivery of a preventative, early-intervention wellbeing offer in Wellington, strengthening local support networks and reducing pressure on statutory services.</p>

Organisation Name	Department for Work and Pensions (DWP)
Organisation Type	Government Department
Organisation Info	<p>The service aligns with:</p> <ul style="list-style-type: none"> • the Connect to Work programme, • Cradle to Career employability strands, • employer engagement around reasonable adjustments and inclusive recruitment. <p>Currently delivery takes place 9-2pm fortnightly.</p>
Subsidy Request Reasoning	<p>The DWP delivers satellite outreach sessions at the Kings Arms Community Hub to support residents who are:</p> <ul style="list-style-type: none"> • furthest from the job market, • digitally excluded, or • requiring additional support with job searching and mandatory appointments. <p>DWP has advised that it does not have a budget for community venue hire for outreach activity. Feedback from residents accessing the service locally has been very positive, and the provision prevents individuals from having to travel to Taunton for appointments.</p> <p>The service aligns strongly with the Connect to Work programme and the Cradle to Career employability strand, supporting inclusive employment practices and reducing barriers to work.</p> <p>Subsidising room hire ensures continued local access to essential employment support.</p>

Organisation Name	Bright Beginnings
Organisation Type	Voluntary run Baby/Toddler Cafe
Organisation Info	<p>Bright Beginnings is a volunteer-led parent and toddler group, offering vital early years support.</p> <p>It is:</p> <ul style="list-style-type: none"> • highly popular, • low-cost,

	<ul style="list-style-type: none"> preventative in nature. <p>This delivery takes place weekly term time Wednesday 9.30-11.30am</p>
Subsidy Request Reasoning	<p>Bright Beginnings is a volunteer-led parent and toddler group, providing early years support, social connection, and peer support for families with young children.</p> <p>The group operates entirely on a voluntary basis and does not generate income or hold funding for room hire. Without subsidy, the provision would be at risk of discontinuing.</p> <p>This service aligns closely with Wellington's emerging role as a pilot Family Hub for Somerset, supporting early intervention, parental wellbeing, and child development.</p> <p>Subsidising room hire enables continuation of a low-cost, high-impact service that supports families at a critical stage.</p>

Organisation Name	Wellington Women in Business CIC (WWIB)
Organisation Type	Women's Networking Community Interest Company
Organisation Info	<p>The group supports:</p> <ul style="list-style-type: none"> local women in business, entrepreneurship, peer support and skills development. <p>Usage will be 3 hours every month in the evening.</p>
Subsidy Request Reasoning	<p>Wellington Women in Business recently formalised as a Community Interest Company (CIC) and is seeking to deliver its sessions from a neutral, accessible community space that reflects its inclusive values.</p> <p>The organisation supports local women through peer networking, skills development, and enterprise support. While established, WWIB operates with limited resources and has requested support to enable continued delivery in a venue that is open and accessible to all members of the community.</p>

	Subsidising room hire supports local enterprise, confidence-building, and economic participation, while enabling the group to grow sustainably in its early CIC phase.
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