



# WELLINGTON TOWN COUNCIL

28 Fore Street, Wellington, Somerset TA21 8AQ

Tel: 01823 662855

E-mail: [info@wellingtontowncouncil.co.uk](mailto:info@wellingtontowncouncil.co.uk)

**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>Annual Council Meeting</b>
Time	6.00pm
Date	Wednesday 6 <sup>th</sup> May 2026
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.

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

Wednesday 29<sup>th</sup> April 2026

## AGENDA

### 1. TO ELECT THE MAYOR/CHAIRMAN FOR 2026/27

Councillor M Lithgow has been nominated which has been duly proposed, seconded, and endorsed by the candidate as per Standing Order 5e.

### 2. TO APPOINT A VICE-CHAIRMAN FOR 2026/27

Councillors will vote to appoint a Vice-Chairman for 2026/27.

### 3. APOLOGIES

If you cannot attend, please send your apology and reason to the Chief Executive 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.

### 4. 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.

### 5. MINUTES

To approve and sign the minutes of the Full Council meeting held 13 April 2025 (attached).

### 6. 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.

### 7. TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM

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

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

The Mayor will provide an update on her activities since the last meeting and will present a statement detailing her tenure as Mayor in the 2025-26 year.

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

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

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

To consider a report from the Chief Executive.

### 11. PLANNING APPLICATIONS

To consider the following applications.

**(a) Case reference: 43/26/0023**

**Proposal:** Erection of a 1 No. dwelling in the garden to the front of Newstead House, Spy Post, Exeter Road, Wellington.

**12. ECONOMIC DEVELOPMENT COMMITTEE**

The draft minutes of the meeting held on 15 April 2026 are attached for information and consideration.

**13. POLICY AND FINANCE COMMITTEE**

The draft minutes of the meeting held on 20 April 2026 are attached for information. The following has been recommended for consideration:

- (i) To adopt the proposed GDPR Policy
- (ii) To adopt the proposed CCTV Policy (as amended)
- (iii) To adopt the proposed Councillor Training and Development Policy
- (iv) To adopt the updated SLA template (attached)
- (v) To accept a 1-year renewal of the SLA with Reminiscence Learning (final draft attached)
- (vi) To accept a 1-year renewal of the SLA with Wellington Community Counselling (final draft attached)
- (vii) To approve a £4,800 grant application for Junior Park Run to be sourced from the Youth Development Budget.

**14. RESERVES & ASSOCIATED PROJECTS**

To consider a further report on re-allocating earmarked reserves to fund various projects (paper attached).

**15. APPOINTMENT OF COMMITTEES**

- (i) Policy & Finance Committee (9 Councillors)
- (ii) Environment Committee (7 Councillors)
- (iii) Community (7 Councillors)
- (iv) Economic Development (7 Councillors)

**16. REVIEW SCHEME OF DELEGATION**

To review and adopt the updated Scheme of Delegation (attached)

**17. TO REVIEW AND ELECT REPRESENTATIVES TO OUTSIDE BODIES**

List of current representatives attached for information.

- (i) Wellington Twinning Association (1 member – Currently Councillor S Mercer)
- (ii) Wellington Community Association (1 member – Currently Councillor M Lithgow)
- (iii) Somerset Association of Local Councils (1 member – Currently Councillor J Lloyd)
- (iv) Hospital of Sir John Popham Knight (1 member – Currently Councillor M Lithgow)
- (v) Friends of Wellington Park (1 member – Currently Councillor M Lithgow)
- (vi) Wellington Museum and Local History Society (1 member – Currently Councillor S Pringle-Kosikowski)
- (vii) Devon and Somerset Metro Group (1 member – Currently Councillor M Lithgow)

- (viii) Representative Governor at Wellington School (1 member – Currently Councillor K Wheatley)
- (ix) Wellington One (2 members – Currently Councillors A Govier & M McGuffie)
- (x) Basins Volunteer Group (1 member – Currently no members)
- (xi) Local Community Network (1 member - Currently Councillor A Govier)

## **18. RENEWAL OF ANNUAL SUBSCRIPTIONS**

To review and approve renewal of the following annual subscriptions.

### **a. Somerset Association of Local Councils (SALC)**

£3,035.34 - figure is based on number of electorate and includes membership to the National Association of Local Councils (NALC). Amount is over budget for 26/27 (£2,800), explanation of increase was requested from SALC and the response is attached for information.

### **b. Community Council for Somerset (CCS)**

This will provide access to a range of support and resources that will support community development activities. Annual cost is £100.

### **c. Society for Local Council Clerks (SLCC)**

Professional support for Council staff. Annual cost last year was £420.

## **19. REVIEW PROCEDURES AND POLICIES INCLUDING CODE OF CONDUCT**

To note that the Policy & Finance Committee will carry out reviews of policies and procedures as appropriate and make recommendations to Full Council with any updates.

## **20. CALENDAR OF MEETINGS FOR 2026/27**

Standing order 5 (j, xxi) requires the Council to set the dates, times and places of ordinary meetings for the forthcoming year. The schedule of meetings will be as follows:

- Full Council – 1<sup>st</sup> Monday of each month (unless bank holiday)
- Policy & Finance – 2<sup>nd</sup> Monday of each month (unless bank holiday)
- Economic Development – 2<sup>nd</sup> Wednesday of every other month
- Environment – 3<sup>rd</sup> Wednesday of every other month
- Community – 3<sup>rd</sup> Monday of every other month

A draft is attached for adoption.

## **21. COUNCILLOR ATTENDANCE**

A summary of Councillor attendance at 2025-26 meetings is attached for noting and will be published on the website. Full records are available on request.

## **DECLARATIONS OF INTEREST**

### **Members of Somerset Council:**

Councillor Andrew Govier

Councillor Ross Henley