

MINUTES OF THE ANNUAL MEETING OF WELLINGTON TOWN COUNCIL HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON ON WEDNESDAY 6 MAY 2026 AT 6.00PM

PRESENT: Councillor M Lithgow (Mayor)
Councillors C Booth, J Cole, A Govier, C Govier-Wiggins, J Lloyd, M McGuffie, S Mercer, S Pringle-Kosikowsky, J Thorne, G Western, K Wheatley and G Williams.

IN ATTENDANCE: David Farrow (Chief Executive/Town Clerk)
Wasif Choudhury (Democratic Services and Finance Officer)
Three members of the public
One member of the press

1 TO ELECT THE MAYOR/CHAIRMAN FOR 2026/27
RESOLVED to elect Councillor M Lithgow as Mayor for 2026/27.

2 TO ELECT A VICE-CHAIRMAN FOR 2025/26
RESOLVED to elect Councillor A Govier as Deputy Mayor/Vice Chairman for 2026/27.

3 APOLOGIES
There were no apologies received.

4 DECLARATIONS OF INTEREST
There were none.

5 MINUTES
RESOLVED to approve the minutes of the Full Council meeting held on 13 April 2026.

6 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC
A member of the public requested that the Council investigate adopting land in Westford Close. This is currently unadopted and is being managed by residents.

A member of the public spoke about the increased housing developments in Wellington and the Somerset area noting that an updated Somerset Local Development Plan is currently being worked on. He noted the need for an update on the Wellington Place Plan and for further consideration on identifying further plots in Wellington for housing developments.

7 TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM
Sergeant O'Connor had provided a report prior to the meeting which had been circulated by e-mail. Councillors asked questions on a number of issues and thanked the Sergeant and his team for their hard work.

Councillor J Cole requested clarity on the recent application by the Iron Duke to amend the conditions on their license so that they are no longer required to employ door supervisors on the weekends. It was **AGREED** that this would be discussed in the May 2026 Policy and Finance Committee meeting.

8 TO RECEIVE A REPORT FROM THE FORMER MAYOR
The former Mayor's report had been circulated by e-mail in advance of the meeting and was noted. The former Mayor also provided a statement detailing her tenure as Mayor in the 2025-26 year which was noted.

Councillors thanked Councillor Lloyd for her service as Mayor in the previous two years.

9 SOMERSET COUNCIL / LOCAL COMMUNITY NETWORK (LCN) UPDATE

Councillor A Govier stated that he raised the issue of pot holes not being filled at an acceptable rate or standard.

Councillor A Govier confirmed that funding has been agreed for further expansion of Court Fields school increasing capacity to 1050 students. Somerset Council had agreed to invest £4.5million to fund this expansion and housing developers had contributed £2million toward this figure.

It was **RESOLVED** that the Chief Executive/Town Clerk will contact Somerset Council and request a presentation on school place planning in Wellington and seek clarification on why some residents of Wellington have not been given places at Court Fields School and have instead been allocated a space at Kingsmead. The Chief Executive/Town Clerk will also invite the Headteacher of Court Fields to give a presentation to the Council in June/July about the work the school is currently doing.

10 TO RECEIVE THE CLERK’S REPORT ON RECENT COUNCIL ACTIVITIES

The Chief Executive/Town Clerk’s report was circulated with the agenda and was noted.

11 PLANNING APPLICATIONS

The following planning application was considered.

(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.

It was **RESOLVED** to recommend refusal based on concerns regarding access.

12 ECONOMIC DEVELOPMENT COMMITTEE

The draft minutes of the meeting held on 15 April 2026 were circulated for information and consideration and were duly noted.

13 POLICY AND FINANCE COMMITTEE

The draft minutes of the meeting held on 20 April 2026 were circulated for information and consideration and duly noted.

The Committee recommended, and it was duly **RESOLVED**:

- (i) To adopt the proposed GDPR Policy
- (ii) To adopt the proposed CCTV Policy with the following amendment “ images will be deleted after 30 days and request for access by members of the public will responded to within 28 days.
- (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

The report on re-allocating earmarked reserves to fund various projects was noted.

After some discussion, it was **RESOLVED** to accept the officer recommendation in relation to the use of reserves set out in the supporting paper to fund the following projects:

- Refurbishment of Wellington Park Toilets
- Refurbishment of the North Street Car Park Toilets
- The building of a Pump Track at the Recreation Ground (under the proviso that external funding continues to be sought)

15 APPOINTMENT OF COMMITTEES

a. Policy & Finance Committee

RESOLVED to appoint Councillors J Cole, A Govier, M McGuffie, M Lithgow, J Lloyd, S Mercer, C Penk, J Thorne and K Wheatley

b. Environment Committee

RESOLVED to appoint Councillors C Booth, M McGuffie M Lithgow, J Lloyd, S Pringle-Kosikowsky, G Western and G Williams.

c. Community Committee

RESOLVED to appoint Councillors C Booth, J Cole, A Govier, C Govier-Wiggins, M Lithgow, G Western and G Williams.

d. Economic Development Committee

RESOLVED to appoint Councillors M Lithgow, J Lloyd, S Mercer, C Penk, J Thorne, G Williams and K Wheatley.

16 REVIEW SCHEME OF DELEGATION

It was **RESOLVED** adopt the updated Scheme of Delegation with the following amendments:

- Remove the sentence that allows the Community Committee elect to representatives to Wellington One.
- State explicitly that staffing levels can only be set by Full Council

17 TO REVIEW AND ELECT REPRESENTATIVES TO OUTSIDE BODIES

It was **RESOLVED** that Town Council representation on outside bodies would be as follows.

a. **Wellington Twinning Association** Councillor S Mercer

b. **Wellington Community Association** Councillor M Lithgow

c. **Somerset Association of Local Councils** Councillor J Lloyd

d. **Hospital of Sir John Popham Knight** Councillor M Lithgow

e. **Friends of Wellington Park** Councillor M Lithgow

f. **Wellington Museum and Local History Committee** Councillor S Pringle-Kosikowsky

g. **Devon and Somerset Metro Group** Councillor K Wheatley

h. **Representative Governor at Wellington School** Councillor K Wheatley

i. **Wellington One** Councillors A Govier and M McGuffie

j. **Basins Volunteer Group** Councillor J Lloyd.

k. **Local Community Network** Councillor A Govier

18 RENEWAL OF ANNUAL SUBSCRIPTIONS

- a. Somerset Association of Local Councils (SALC)
- b. Thrive (Formerly known as The Community Council for Somerset (CCS)) – Changed to Thrive.
- c. The Society of Local Council Clerks (SLCC)

RESOLVED approve the annual subscriptions as detailed.

19 REVIEW PROCEDURES AND POLICIES INCLUDING CODE OF CONDUCT

Noted that the Policy & Finance Committee will carry out annual reviews of policies and procedures and make recommendations to Full Council with any updates.

20 CALENDAR OF MEETINGS FOR 2026/27

RESOLVED to adopt the calendar of meetings as detailed below:

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

21 COUNCILLOR ATTENDANCE

The Summary of Councillor’s attendance was noted.

There being no further business the meeting closed at 19:20.

STANDING DECLARATIONS OF INTEREST

Members of Somerset Council:

Councillor Andrew Govier

Councillor Ross Henley

Mayor

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Date.....

Initial