

## WELLINGTON TOWN COUNCIL

### Minutes of a meeting of the Wellington Town Centre Committee held at United Reformed Church Hall, Fore Street, Wellington TA21 8AG on Wednesday 10<sup>th</sup> November 2021 at 6pm

**Present:** Councillors M Lithgow (Chair), J Lloyd, M McGuffie, V Stock-Williams, S. Pringle-Kosikowsky, N Powell-Brace  
Richard Coupe  
Annette Kirk – Deputy Town Clerk  
Dave Farrow – Town Clerk

#### 338 APOLOGIES

Councillor J Thorne. Keith Wheatley. Sharon Davis (email received 4.38pm)

#### 339 DECLARATIONS OF INTEREST

None

#### 340 WELLINGTON FOOTFALL COUNTER

Councillor Lloyd gave an update:

- September and October 2021 monthly reports were circulated prior to the meeting which showed a 9.25% increase in footfall in October.
- Two additional footfall sensors from Proximity Future have been put on hold for the moment as Somerset West & Taunton District Council have signed a 6 month agreement up to April 2022 with HUQ a mobility data company. The cost of £24,000 being covered by the Return to High Street fund. Data will be picked up from mobile phones via the public wi-fi hub on the corner of High Street and South Street. The data collated will provide reports on the town footfall, Density e.g. where people are gathering. Where people have come from to shop in the town. Frequency people visit shops. Satisfaction of shops people visit etc.
- Councillor Powell-Brace asked what does the Data mean and how will this be used. Councillor Lithgow (chair) confirmed the data provided will enable shops to gauge when to open and close. Once the system is installed to cover the town centre then data will be more meaningful and will be made available to town centre businesses and the public.
- It was felt we should not put in the footfall sensors from Proximity Future if HUQ can provide the same information. The Deputy Clerk will seek clarity from Somerset West & Taunton District Council whether the Town Council has any responsibility for costs for the work to date from Proximity Future. Also whether the Town Council will be expected to continue the agreement and costs with HUQ after the end of the initial six months contract.

### **341 POP UP SHOP**

- The Pop Up Shop update was circulated to the Committee prior to the meeting. We have a week available in the shop from 19<sup>th</sup> December 2021. We have offered it to regular bookers and put the word out on Facebook.
- The Lease Renewal has been signed by the Mayor and Deputy and returned to solicitors. They have confirmed receipt of it with the Landlord's solicitors and the final signed copies should be returned for our records soon.

### **342 CHRISTMAS**

- Update on the Transfer of Five Electric Light Fittings from Somerset West and Taunton District Council. Waiting for the final copy of the agreement from Somerset West and Taunton District Council for signature.
- Additional Christmas Banner in High Street – WGS Power & Lighting Ltd reported that this would not be possible, unfortunately the minimum height restriction could not be achieved. Town Christmas Lights to be reviewed in new year
- Christmas Light Switch on Saturday 27<sup>th</sup> November 2021 – Update report from Alice Kendall Deputy RFO/Assistant Clerk was circulated prior to meeting.
  - Councillor Powell-Brace asked had the Wellington Silver Band been contacted to perform. Deputy Clerk said we understood they would be performing with Church Together for their Carol Service on Monday 13<sup>th</sup> December 2021 to take place next to Christmas Tree.
  - Councillor Powell-Brace that we should consider making the Christmas Light Switch on a two day event in the future with more Christmas themed stalls etc.,
- Father Christmas – Rotary Club – Richard Coupe advised:
  - Rotary will provide Santa in the Town Centre on three Saturdays - 4<sup>th</sup>, 11<sup>th</sup> and 18<sup>th</sup> December from 9am to 1pm to tie in with the Street Entertainment.
  - Instead of using the pick-up truck they will set up a gazebo on the pavement near the Tree which will be decorated as a Grotto - with Christmas music and the normal collectors scattered around the town.
  - For information. Normally they will take the pick-up truck with Santa around the streets during the first two weeks of December. This has become very difficult as many of the streets are almost inaccessible because of parking. This year for 5 nights they will instead park up at population centres around the Town for people to come to them. Timings and park up places will be advertised in advance.

### **343 RETAIL PREMISES – Co Working Space**

Councillor Lithgow (Chair) gave an update:

- Councillor Lithgow had no further updates to give regarding Falcon Rural Housing and ground floor co-working space.
- Councillor Lithgow did acknowledge that we should start thinking about what we want in the space and ask the Council Officers to follow this up.

### 344 FARMERS MARKET

Councillor Lithgow gave an update

- Somerset Farmers Market Feasibility Report was circulated prior to meeting. They will be not going forward with the market in town.
- Councillor Lithgow reported that a meeting held in the Council Chambers with Vic Sawdye of the Wellington Produce Market took place on Monday 8<sup>th</sup> November 2021. Wellington Produce Market very keen to run a monthly market in the town.
  - The market to be set up in South Street – 25 to 30 stalls
  - The market to be held on the third Saturday of every month
  - The Committee agreed that initial set up and marketing costs should funded from Emergency High Street up to the end of March 2022.
  - Wellington Produce Market to apply for grant to fund additional costs needed for the next 12 months.

### 345 QUEEN'S PLATINUM JUBILEE CELEBRATIONS – 2<sup>ND</sup> TO 5<sup>TH</sup> JUNE 2021

David Farrow Town Clerk gave a report on how the town council can deliver the event/s

- Town Centre Committee to deliver local events as part of national celebrations. Suggestions to consider:
  - Beacon sited on Hillyhead. Beacon lighting Guide circulated prior to meeting.
    - What sort of Beacon? Gas, Fire or Laser
    - We will need a bagpiper
  - Thanksgiving Service at St. Johns
  - Do we want to produce a Platinum Jubilee Booklet? Council published one for the Silver Jubilee.
  - Street Fair – to establish whether the Wellington Carnival Committee will be running the event on Sunday 5<sup>th</sup> June 2021.
  - Picnic/Party in Park – liaise with Friends of Wellington Park
  - Other things to consider in addition to what you've set out:
  - Commemorative gifts for school children? Coins/mugs?
  - Planting of trees as a Jubilee Copse with Commemorative Plaque
- Wellington Without Parish Council have approached the Town Council regarding the Beacon at Wellington Monument – David Farrow Town Clerk to follow this up.
- Councillor Stock-Williams reported the monument will be lit up in red/white/blue. She would be attending a meeting with the National Trust and would ask whether the Cannon would be fired at the event.
- Town Council Officers to work with the current Event Working Group to produce a programme for the four day event and to invite other people to join the group.
- To contact a company to use a drone to film the lighting of the Beacons.
- We should do everything we can to celebrate the event, as the Queen is longest reigning monarch in the history of the world and as totally committed herself to the role.

## 346 FILM FESTIVAL 2022

Councillor Lithgow read out an update from Keith Wheatley:

- Somerset Film to provide event schedule and to apply for a grant funding from Somerset West and Taunton District Council
- Film Festival likely dates to be confirmed are September 30<sup>th</sup>/October 1<sup>st</sup> and 2<sup>nd</sup> with 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> as fallback.
- Somerset film will handle and account for ticket sales. Councillor Stock-Williams asked would the tickets be competitively priced and where would the profit from ticket sales go. Councillor Lithgow said they would come to the Town Council.
- The website [www.welligtonfilmfestival.org.uk](http://www.welligtonfilmfestival.org.uk) is registered and live, although only with placeholder content at present.
- It looks as though most of the original items on the schedule will go ahead, although specific films are still to be decided.
- Councillor Stock-Williams asked what sort of films were being shown. Councillor Lithgow said there are films about the local waterways, leats etc., The Film "Odette" will be shown in the Odettes Tea Room, together with other local interest films.
- Councillor Pringle-Kosikowsky suggested showing a short film of the Platinum Jubilee event.

**Recommendation:** That the £8,000 allocated for this event in this year's budget be taken forward in to the 2022/23. Full Council to change the current Town Centre Committee Terms of Reference to enable the Town Centre Committee to have the powers to act as the Council's delegated body to spend the allocated Budget of £8,000 to deliver the Film Festival for the new financial year 2022/23.

## 347 TOWN CENTRE EMERGENCY HIGH STREET AND WELCOME BACK FUNDS

- The Deputy Clerk provided an update on Town Centre Emergency High Street Fund
- Project management report at 5<sup>th</sup> November 2021 – circulated prior to meeting.
- Emergency High Street Fund and Welcome Back Fund – Indicative Plan Changes – circulated prior to meeting.
- Councillor Lloyd gave an update on Coach Park after discussions with Somerset West and Taunton District Council – still waiting confirmation whether we can use Emergency High Street funding to cover the costs.
  - Councillor McGuffie said we should be getting value for money and look at refurbishing the current planters
  - Councillor McGuffie said we should paint the current bollards but some are bent and will need removing to straighten. Tarmac repair/resurfacing will be needed.
  - Councillor McGuffie also asked that we consider a using a local company to make benches and planters from recycled wood to put next to bus shelter.

- “Living Wall” project update – Deputy Clerk to follow up with Create Landscaping, Wellington

**RECOMMENDATION** to full council to agree costs for a new bus shelter as quoted by Shelter Store and tidy up garden area as quoted by Create Landscaping. To also replace Bollards and repair tarmac surface if Somerset West and Taunton District Council confirm we cannot cover these costs through the Emergency High Street Fund.

**348 STREET FURNITURE ON THE CORNER OF FORE STREET AND SOUTH STREET**

- To Agree Benchmark Ltd large planter 1200mm in diameter x 700mm high – cost to be confirmed by Benchmark Ltd and paid for from Emergency High Street Fund. To be located in front of curved bench. Finger post to be positioned inside planter.

**RESOLVED** purchase large planter 1200mm x 700mm in diameter from Benchmark Ltd – cost to be confirmed by Benchmark Ltd

- To consider a Straight seat between Notice Board and Hanging Basket Post in Fore Street – it was decided at that this would impact on the Wellington Produce Market Stalls.
- Councillor McGuffie asked could we consider moving the Notice Board round to free up more space.

**349 DATE OF NEXT MEETING:**

Wednesday 12<sup>th</sup> January 2022 at 6pm – Venue to be confirmed.

The meeting ended at approx. 7.15pm

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Councillor Mark Lithgow  
Chairman