



**WELLINGTON TOWN COUNCIL
ENVIRONMENT COMMITTEE MEETING
AGENDA**

**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	Environment Committee
Time	6.00 pm
Date	20 th November 2024
Place	United Reformed Church Hall, Fore Street, Wellington TA21 8AG

...
Councillors will be discussing all the items listed on the attached Agenda and minutes will be available online after the meeting.

Yours faithfully

David Farrow
Town Clerk
07983 697740
dave@wellingtontowncouncil.co.uk

14 November 2024

Committee Membership: Councillors C Booth, C Govier, M Lithgow, M McGuffie (Chair), S Pringle-Kosikowsky (Vice Chair) C Penk and K Wheatley.

1. WELCOME AND INTRODUCTIONS

2. APOLOGIES

To receive apologies and approve the reasons given.

3. DECLARATIONS OF INTEREST

To receive declarations of personal or prejudicial interests, in accordance with the Code of Conduct.

4. MINUTES

To approve and sign the minutes of the Environment Committee meeting held on 23 October 2024.

5. 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 is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

6. BASINS ALLOTMENTS ADVISORY BOARD

Councillor Janet Lloyd (Chair) will update the committee.

- (a) To note the minutes of the meeting on Monday 11th November and consider the following recommendations:
 - i. To approve in principle the creation of a Community/Disabled plots on plot 1,2 & 3. Members of the advisory board to create a plot layout plan. To have a working party of volunteers to clear the plot. To obtain materials from donations from local businesses.
 - ii. To approve the new rule and adopt the new Tenancy Agreement – “Tenants are not permitted to carry or use a firearm including an airgun at any time on site.”

- (b) The minutes of the meeting on 29th July 20024 were noted by the committee on 18th September 2024. The committee to consider the following recommendations:
 - i. To adopt the new tenancy agreement to include the new six month probationary clause. Within the first six months Advisory Board members and Council officers to carry out three and six months inspections. This will allow the Town Council to terminate a lease during this period due to lack of cultivation or any breach of the Allotment Terms and Conditions. Subject to National Allotment Society Legal Department confirming the correct wording.
 - ii. To adopt the Rules & Guidance 2024, Co-Worker Agreement and Polytunnel, Greenhouse, Shed Application Form.

7. THE BASINS ALLOTMENT SITE – TRACK REPAIR

To agree a budget of up to £500 and to give delegated spending power to the Facilities Manager to manage the purchase of MOT type 1 stone from R W Gale at £30.00 plus VAT a ton. To be taken from the Allotments Cost Centre. Open Spaces Team to complete the work.

8. FOOTPATH UPDATE

Steve Saunders will provide an update.

9. DELEGATED BUDGETS

To review spend against delegated budgets for 2024/5 (paper to follow).

10. OPEN SPACES MANAGER REPORT

To receive an update on work since the last meeting and to consider the following:

- (i) To appoint a contractor to undertake flailing work around the town.
- (ii) To consider costs for the repair to Weavers Reach play area fencing.
- (iii) To consider costs for small fencing repairs to the Basins.
- (iv) To consider costs for the printing of “40 Years of Wellington in Bloom”.

Papers to follow.

11. BUDGET 2025/6

To consider proposals to be included in the 2025/6 budget setting process.
Papers to follow.

12. SUBSIDISED BUS TRAVEL

The Chair and Town Clerk will report back on discussions with First Bus.

13. TREE PLANTING FILM

To consider a proposal by Councillor K Wheatley that a film to promote the tree planting in the green corridor be commissioned at a cost of £850.

14. DATE OF NEXT MEETING

To consider cancelling the meeting scheduled for the 18 December 2024.

David Farrow
Town Clerk
14 November 2024