

MINUTES OF THE MEETING OF WELLINGTON TOWN COUNCIL HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON ON MONDAY 6 JANUARY 2025 AT 7.00 PM

PRESENT: Councillor J Lloyd (Chair),
Councillors C Booth, J Cole, S Fox, A Govier, C Govier, R Henley, M Lithgow, M McGuffie, S Mercer, C Penk, S Pringle-Kosikowsky, J Thorne and K Wheatley

IN ATTENDANCE: David Farrow (Town Clerk)
Alice Kendall (RFO/Deputy Clerk)
One member of the press
Ten members of the public
Somerset Councillor Sarah Wakefield for agenda item 11 (Bus Service)

455 TO OFFER WELCOME AND INTRODUCTIONS

The Mayor opened the meeting, welcomed those attending and wished all a Happy New Year

456 TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN

No apologies had been received.

457 DECLARATIONS OF INTEREST

Councillor S Pringle-Kosikowsky declared a personal interest in the item relating to buses as a regular user of the service.

Councillor M Lithgow and J Thorne declared a personal interest relating to the mention of the Community Centre in the Clerk’s report being members of the committee.

458 MINUTES

RESOLVED to approve and sign the minutes of the Council meeting held 2 December 2024.

459 TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM

The report from Sgt O’Connor was circulated prior to the meeting and was noted. Councillors reported that they had noticed a welcome increase in the number of both overt and covert foot patrols. Councillor Thorne asked if a similar operation to target shoplifting in Taunton will be carried out in Wellington. Sgt O’Connor confirmed that this will be taking place. In response to a question from Councillor Wheatley about the increase in the number of reported Violence Against the Person cases Sgt O’Connor advised that this category covered a wide range of issues include online abuse. He confirmed there had been no increase in actual violent offences

460 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

Five members of the public spoke in relation to the bus service and shared their testimonials as to the lack of service.

461 FIRST BUS SERVICE PROVISION

Councillor Wheatley thanked those members of the public for attending and went on to give an introduction as to why he brought the matter to the meeting. He further shared information received when bringing the matter to the attention of Councillor Watkins (Lead Member for Transport at Somerset Council). Councillors shared frustration both with the service from First Bus and the response from Councillor Watkins. After some discussion, it was agreed that a meeting should be requested with a representative from First Bus with a group of

Councillors. The matter has been placed on the Policy & Finance meeting for further discussion.

462 TO RECEIVE A REPORT FROM THE MAYOR

The Mayor's report had been circulated prior to the meeting and was noted.

463 COUNCIL/LOCAL COMMUNITY NETWORK (LCN) UPDATE

Councillors A Govier, C Govier and R Henley gave very brief updates as due to the Christmas break, there was not much to report on. Councillor R Henley has been chairing the group which has been reviewing the options for submission in relation to the division boundary review. It was reported that the current submission gives three Councillors for Wellington with some divisions also covering other rural areas.

464 TO RECEIVE THE CLERK'S REPORT ON RECENT COUNCIL ACTIVITIES

The Clerk's report had been circulated with the agenda and was noted.

465 POLICY & FINANCE COMMITTEE

The draft minutes and recommendations of the meeting held on 9 December 2024 were noted.

466 PRECEPT 2025/6

A report from the RFO was circulated in advance of the meeting. After some discussion, it was **RESOLVED** to set the level of reserves for 25/26 as set out in item 3.3 within that report.

Further **RESOLVED** to set the Precept at £1,234,120 noting the Band D equivalent at £211.88.

467 TO CONSIDER EXCLUDING MEMBERS OF THE PRESS AND PUBLIC

RESOLVED, under Schedule 12A of the Local Government Act 1972, to exclude the press and public from the meeting, on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, within the meaning of Schedule 12A to the Local Government Act 1972:

Reason taken from the legislation: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

468 IVY HOUSE AND THE OLD VICARAGE

The Town Clerk reminded councillors that the Council had a Non-Disclosure Agreement with Abbeyfield and updated councillors on the latest position. Abbeyfield had provided the S119 reports relating to the valuations of the properties, but these had raised a number of questions on which he was seeking clarification from Abbeyfield.

Councillors expressed concern that the residents at Ivy House had been refused permission to redecorate their communal lounge at their expense and been advised that to do so could constitute criminal damage and result in them being in breach of their tenancy agreement.

There being no further business the meeting closed at 8.40 pm

STANDING DECLARATIONS OF INTEREST

Members of Somerset Council:

Councillor Andrew Govier

Councillor Marcus Barr

Councillor Ross Henley

**Director of the Somerset Association of
Local Councils**

Councillor Janet Lloyd

Mayor

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Initial

SOMERSET LOCAL PLAN

Engagement Activity Stage 1



Allies and Morrison

TOPICS OF CONVERSATION

**DECENT
HOMES
FOR ALL**

**HEALTH
AND
WELLBEING**

**SHOPS
AND
SERVICES**

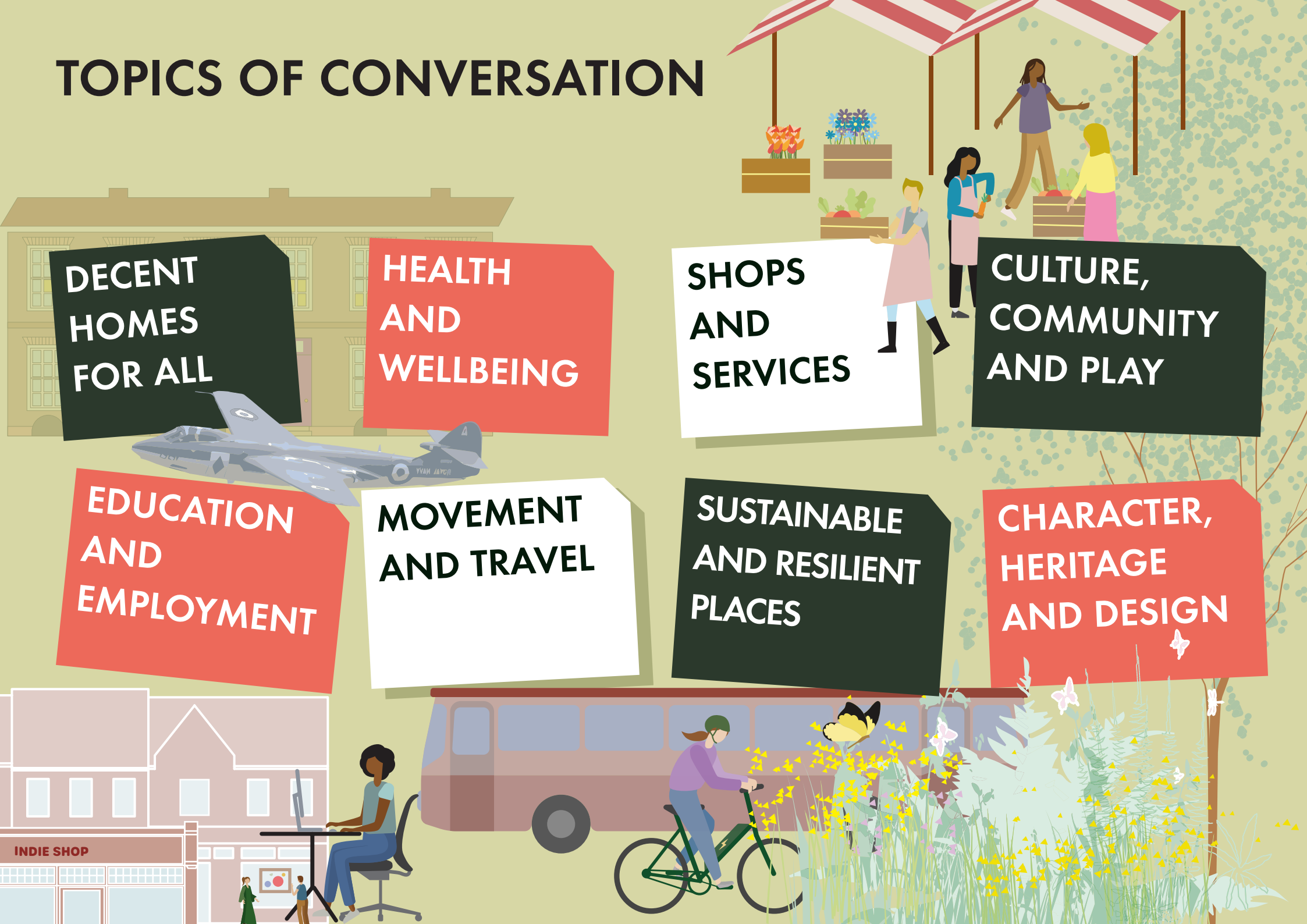
**CULTURE,
COMMUNITY
AND PLAY**

**EDUCATION
AND
EMPLOYMENT**

**MOVEMENT
AND TRAVEL**

**SUSTAINABLE
AND RESILIENT
PLACES**

**CHARACTER,
HERITAGE
AND DESIGN**



INDIE SHOP

EARLY CONSIDERATIONS

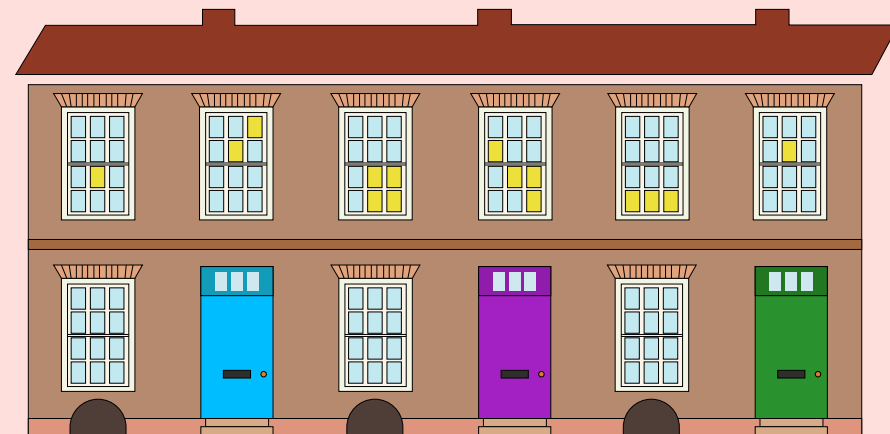
**DECENT
HOMES
FOR ALL**

How are our housing needs changing?

What are our key local challenges and priorities?

What types of homes do we need and where?

How can we better provide for all ages and lifestyles?



EARLY CONSIDERATIONS

HEALTH AND WELLBEING

How can we improve access to nature?

How can we encourage active lifestyles?

How can we support sociable communities?

What are the main issues for our young residents?

What are the main issues for our older residents?



EARLY CONSIDERATIONS

SHOPS AND SERVICES

What are our local strengths (cities, towns and villages)?

How can we support these?

Are there any vulnerabilities for our local centres?

How can we adapt to new working and shopping patterns?



EARLY CONSIDERATIONS

CULTURE, COMMUNITY AND PLAY



How do we make our neighbourhoods sociable places?

Can civic and community spaces revive our town centres?

How can we incorporate play and activity?

How can we reflect our cultural richness and diversity?

EARLY CONSIDERATIONS

EDUCATION AND EMPLOYMENT



What are the strengths of our local industries?

How can we support these to thrive?

What types of workspaces do we need more of? And where?

How can we provide a range of job opportunities?

EARLY CONSIDERATIONS

MOVEMENT AND TRAVEL



How do we all currently get around?

What are our current challenges/issues for this?

Where do we most need investment?

How can we encourage active and sustainable travel?



EARLY CONSIDERATIONS

SUSTAINABLE AND RESILIENT PLACES

How can we make our spaces resilient to extreme weather?

How can we increase biodiversity locally?

What green initiatives would you like to see in Somerset?

What steps can you take to reduce your carbon footprint?



EARLY CONSIDERATIONS

CHARACTER, HERITAGE AND DESIGN

What are the distinctive qualities of our local area?

What do we want to preserve and enhance?

Are there any areas that could be improved?

What type of new buildings would we like to see?





REPORT OF THE TOWN CLERK TO THE 3 FEBRUARY 2025 MEETING OF THE TOWN COUNCIL

1. Introduction

This report will update councillors on matters not covered elsewhere on the agenda.

2. Other Matters

- Following interviews on the 23 and 24 January we have been successful in recruiting to our Open Spaces Team. Zac McAuley will be joining us as Team Leader and Alan Wilson and Jay Prosser as Operatives on 3 March 2025.
- Work has been ongoing with Somerset Council in relation to the transfer of land and assets. It has provided a programme of work it intends to undertake to address issues we have raised with them relating to safety issues and we are also agreeing an MOU should the work not be completed by the 1 April. We are waiting to hear from Somerset Council's solicitors regarding the land transfers.
- Tree planting has continued. Unfortunately, a large number of whips planted in the Priory area have been ripped up. We have reported this to the Police as an act of vandalism.
- The Cradle to Career programme is continuing to develop and we held a very successful community breakfast at Court Field School on the 20 January attended by over 50 people representing a wide range of local and county wide groups and agencies.
- Cash Access UK has now vacated the former Community Office so we can progress with our plans for our reception area. Interviews for the Receptionist/Administrative Assistant post will be taking place in the week commencing the 10 February.
- Work at Gay Close has been completed with the former bases for play equipment being removed and now planted with trees and bulbs.
- A useful meeting was held on the 21 January between residents and business owners on Lancer Court, representative of Asda, Sgt Jon O'Connor and Councillors Lithgow, Penk and Thorne to discuss antisocial behaviour and the management of Lancer Court.

3. Communications and Social Media

Our social media views and interactions have fallen over the Christmas and new year period, though we have still had a reach of 26.8k in the period from 18th December to 26th January. Throughout 2025 we will be documenting the work that our newly appointed Open Spaces team carries out and hope to include more video content. As well as this, we will continue to share posts on significant dates to keep our visibility up.

The top five most liked posts in the period from 18th December to 26th January were:

1. Trees planted at Gay Close – 61 likes, 6.4k reach
2. Wellingtonia tree moved – 42 likes, 6.4k reach
3. Announcement ahead of Gay Close planting – 39 likes. 1.2k reach
4. Old Wellington Park postcard – 38 likes, 6.5k reach
5. Mayor attending Pantomime – 17 likes, 621 reach

Our newsletter continues to slowly grow with 183 subscribers and open rates at over 75%. We are currently promoting this and our other social media channels in a window display we have installed in the Pop-Up Shop while the shop does not have any bookings.

4. February Meetings/Events

Date	Time	Event	Location	Who Involved
3 February	6.00pm*	Planning Committee	URC Hall	Committee Members
3 February	7.00pm	Full Council	URC Hall	All
5 February	5.30pm	Meeting with First Bus	URC Hall	All
10 February	6.00pm	Policy and Finance Committee	URC Hall	Committee Members
12 February	6.00pm	Economic Development Committee	URC Hall	Committee Members
17 February	6.00pm	Community Committee	URC Hall	Committee Members
19 February	11.00am	Whacky Wednesday	Wellington Rugby Club	Mayor/Anyone available
19 February	6.00pm	Environment Committee	URC Hall	Committee Members
20 February	10.00am	Monthly Devolution Catch up with Somerset Council	Virtual	Officers
24 February	4.00pm	Local Plan Workshop	Deane House	tbc

5. Holidays

Town Clerk – 13 – 21 February
 Deputy Clerk/RFO – 7 – 11 February
 Open Spaces Manager 20 and 212 February
 Project Assistant – 12 – 18 February

Dave Farrow
 Town Clerk
 28 January 2025

MINUTES OF THE WELLINGTON TOWN COUNCIL POLICY AND FINANCE COMMITTEE MEETING HELD AT UNTIED REFORMED CHURCH HALL ON MONDAY 13 JANUARY 2025 AT 6.00PM

PRESENT: Councillor M Lithgow (Chair),
Councillors J Cole, A Govier, C Govier-Wiggins, S Mercer, C Penk, and J Thorne.

IN ATTENDANCE: Councillor K Wheatley
David Farrow – Town Clerk
Alice Kendall – RFO/Deputy Clerk
1 member of the press
4 members of the public

469 APOLOGIES

Apologies had been received from Councillors J Lloyd and S Pringle-Kosikowsky.

470 DECLARATIONS OF INTEREST

Councillors A Govier and J Lloyd have a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being former customers of the company.

Councillor J Thorne has a standing personal interest declaration relating to MTMIT, the Council’s IT consultant, being a friend of the company owner.

Councillor A Govier further prejudicial interest in the grant application from St Johns Church as a member of the organisation.

Councillor J Thorne declared personal interests in grant applications from On Your Bike (friends with some trustees and has grandchildren are at the schools mentioned) and All Saints Parish Church (has a grandchild at the school).

Councillor J Cole declared a personal interest in the grant application from On Your Bike having been a customer of the organisation in the past and knowing some of the trustees.

471 PUBLIC PARTICIPATION

No members of the public wished to speak at this juncture.

472 MINUTES

RESOLVED to approve and sign the minutes of the Policy and Finance Committee held on 9 December 2024.

473 ACCOUNTING STATEMENTS

(a) TO NOTE AND APPROVE THE BANK RECONCILIATION AS AT 7 JANUARY 2025

RESOLVED to approve the bank reconciliation.

(b) TO NOTE AND APPROVE EXPENDITURE FOR 4 DECEMBER 2024 – 7 JANUARY 2025

Initial.....

RESOLVED to note and approve the expenditure.

(c) TO NOTE AND APPROVE INCOME RECEIVED FOR 4 DECEMBER 2024 – 7 JANUARY 2025

RESOLVED to note and approve the income.

(d) TO NOTE AND APPROVE THE INCOME AND EXPENDITURE AGAINST THE BUDGET FOR THE 2024-25 YEAR AS AT 7 JANUARY 2024 (attached)

RESOLVED to note and approve the budget report.

474 GRANT APPLICATIONS

(a) On Your Bike Recycle Ltd – an application for £3,000 for school based bike maintenance course and Dr Bike sessions was considered.

RESOLVED to award £2,600 to fund the sessions except that of West Buckland School as it is not within the Town Council boundary.

(b) Wellington Cricket Club – an application for £800 towards winter training sessions was considered.

RESOLVED to award a grant of £800.

(c) St Johns Parish Church – an application for £900 towards the running of the warm space was considered.

RESOLVED to award £900 from the Cost of Living fund. The RFO will confirm the year which the funding falls into and will arrange payment accordingly.

(d) All Saints Church Rockwell Green – an application for £3,000 per year for three year (£9,000) for provision of a School Chaplain role at Rockwell Green Primary was considered.

RESOLVED to refuse the grant as it is contrary to the Grant Policy, specifically item 3.7 (activities that promote particular religious beliefs will not be considered)

475 COMMUNITY GOVERNANCE REVIEW

The Clerk circulated a report detailing updates relating to the request to carry out a Community Governance Review. Councillors expressed their dissatisfaction with correspondence from Somerset Council that they were unable to carry out the work required until 2031. After some discussion, it was **RESOLVED** to recommend to Full Council that the Council agree to undertake a review with a view for completion before the next elections in 2027 and that the Council should fund such work either individually or jointly with other Town and Parish Councils in Somerset seeking a review. It was further agreed to recommend that a working be created with the members being Councillors A Govier, M Lithgow, S Mercer, C Penk and J Thorne.

476 FIRST BUS SERVICE PROVISION

Following the discussion at January Full Council, the Committee considered the next steps to take in relation to the bus services in the town. Councillor K Wheatley reported that he had since obtained contact details for a Director at First Bus which he will pass to the Clerk so that an invitation to a meeting can be sent. In the meantime, it was agreed that as much data on user experience as possible should be collected and that officers will consider how that should be done.

477 SOMERSET BUS USERS & STAKEHOLDERS GROUP

RESOLVED to recommend the appointment of Councillor S Mercer as the Town Council representative on the group.

478 LONGFORTH ROAD TOILET BLOCK

A paper detailing updates was circulated in advance of the meeting, it was **RESOLVED** that the next step be to issue the consultation as presented.

479 APPOINTMENT OF CONTRACTOR TO UNDERTAKE GENERAL MAINTAINANCE WORK

A paper was considered and it was **RESOLVED** to appoint M J Fletcher for up to 104 days per year for general maintenance tasks and smaller projects as required.

480 STRATEGIC PLAN FOR WELLINGTON

Councillors discussed the ongoing impact of housing developments within the town, including those already underway and those planned for future. It was agreed that although responsibility for ensuring the appropriate infrastructure is in place falls with Somerset Council, it was important that the Town Council makes holds them accountable. It was further agreed that a further visioning session should be scheduled as previously discussed.

There being no further business the meeting closed at 7.30 pm

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MINUTES OF THE WELLINGTON TOWN COUNCIL ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD AT UNITED REFORMED CHURCH HALL ON WEDNESDAY 15TH JANUARY 2025 AT 6.00PM

PRESENT: Councillor C Booth (Chair),
Councillors M Lithgow, J Lloyd, M. M McGuffie, S Mercer, J. Thorne, K. Wheatley.

IN ATTENDANCE: David Farrow – Town Clerk
Annette Kirk - Facilities Officer
One member of the press
One member of the public

481 APOLOGIES
No apologies

482 DECLARATIONS OF INTEREST
Councillor M Lithgow declared an interest in Agenda Item 5(i). He is member of the Rotary Club.

483 MINUTES
RESOLVED to approve and sign the minutes of the Economic Development Committee held on 13TH November 2024

484 PUBLIC PARTICIPATION
A member of the public raised his concerns about the increasing risk to the public at events and the threat of war. The Town Council need to start considering what measures they would put in place.

485 CHRISTMAS MARKET AND LIGHT SWITCH ON EVENT – 30TH NOVEMBER 2024
(i) The Committee considered a donation of £300.00 to the Rotary Club.

RESOLVED to donate £300.00 to the Rotary Club of Wellington. Budget Line: Christmas Light Switch On Event.

(ii) To consider shortening the Christmas Light Switch on Event for 29th November 2025.

RESOLVED to approve the shortening of the event from 12noon to 6.00pm. The event will focus on family fun activities to include food stalls and rides.

(iii) The Committee noted that Wellington Independent Market will be holding their Christmas market on Saturday 13th December 2025.

486 TRAFFIC ORDER APPLICATION FOR EVENTS APRIL 2025 TO OCTOBER 2026
The Committee noted the events to be held by Wellington Town Council and Wellington Independent Market.

487 EVENTS AND SECURITY UPDATE

The Committee noted the correspondence received from Avon & Somerset Police. Whilst we wait further guidance, it was agreed that this would be taken to the Community Committee to include this in the Town Council’s Emergency Plan.

488 PROMOTION OF WELLINGTON WORKING GROUP

The working group held their first meeting with Giles Adams, Chair of Visit Somerset on 13th December 2024. The Working Group to reconvene before the next Committee meeting to discuss the proposal received from Giles Adams.

The Town Clerk reported that he was still trying to access advice on how to source funding to support addressing concerns about the condition of buildings in the conservation area.

489 PULSE SMART HUBS

The Committee to consider which councillors would like to join the online meeting scheduled for Tuesday 21st January 2025 with representatives of Pulse. Councillors C Booth, M Lithgow, J Thorne will attend the online meeting.

The Town Clerk clarified that following the meeting to discuss next steps, a proposal will be put to the Town Council for final approval.

490 BUDGET REPORT

The Committee noted the delegated spend on the budget report 2024/2025.

There being no further business the meeting closed at 6.30pm.

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Councillor C Booth

**MINUTES OF THE WELLINGTON TOWN COUNCIL COMMUNITY COMMITTEE MEETING
HELD AT UNITED REFORMED CHURCH HALL ON MONDAY 20 JANUARY 2025 AT 6.00PM**

PRESENT: Councillor C. Govier (Chair),
Councillors C Booth, J Cole, M Lithgow, J Lloyd and M McGuffie

IN ATTENDANCE: David Farrow – Town Clerk
Peter Joint – Community Connect Champion
Helen Acreman – Project Officer
Jo Humble Lead Specialist Place – New Business and Enabling, Somerset Council
Amy Green - Development Enabling Specialist, Somerset Council
One member of the press

491 APOLOGIES

No apologies were received.

492 DECLARATIONS OF INTEREST

There were no declarations of interest.

493 PUBLIC PARTICIPATION

No members of the public were present.

494 MINUTES

RESOLVED to approve and sign the minutes of the Community Committee meeting held on the 21 October 2024.

495 AFFORDABLE HOUSING IN WELLINGTON

The Committee received a presentation from Jo Humble Lead Specialist Place – New Business and Enabling and Amy Green Development Enabling Specialist with Somerset Council detailing the current provision of affordable housing in the town and the demand for it. The committee noted that demand exceeds supply and asked for further clarification on the figures. It was agreed that the information presented should feed in to the consideration of the Council’s priorities.

496 KINGS ARMS

The Committee received an update on progress and a proposed working budget for the fit out. It was noted that it was hoped that the Community Hub would be open by the summer. The Committee **RESOLVED** to recommend to Full Council that £80,000 be allocated from the Community Infrastructure Levy budget to support this work.

497 COMMUNITY CONNECT CHAMPION UPDATE

Peter Joint gave an update on the work he is currently involved with. A copy of his report had been circulated prior to the meeting. It was agreed that Polly Matthews, Head teacher of Court Fields should be invited to make the presentation to the Committee that she made to a community meeting earlier in the day in relation to the Cradle to Career model of working.

498 BUDGET REPORT

The budget report was circulated in advance of the meeting and was noted.

499 WORK PLAN 2024/5 UPDATES

The Town Clerk advised the Committee that the post of Community Development Officer would be advertised on the 24 January.

He also advised that he had commenced discussions regarding the future management of the Parent Family Support Adviser function and had received positive feedback from the head teacher currently managing the function and Somerset Council.

There being no further business the meeting closed at 7.45 pm.

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Councillor C Govier - Chair

**MINUTES OF THE WELLINGTON TOWN COUNCIL ENVIRONMENT COMMITTEE
WEDNESDAY 22 JANUARY 2025 AT 6.00 PM**

Present: Councillor M McGuffie (Chairman)
C. Booth, C Govier, C Penk, S Pringle-Kosikowsky (from 505)
and K Wheatley

In attendance: Darren Hill, Open Spaces Manager
Stephen Tate, Climate Change Project Officer
Steve Saunders – Footpath Volunteer Coordinator
One member of the press

500 WELCOME AND INTRODUCTIONS

The Chair welcomed those present.

501 APOLOGIES

Apologies were received from Councillor M Lithgow.

502 DECLARATIONS OF INTEREST

There were no declarations of interest.

503 MINUTES

RESOLVED to agree the minutes of the meeting held on the 20 November 2024.

504 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

505 FOOTPATH UPDATE

Steve Saunders provided an update on the footpath volunteers' work which was noted. He reported that there was a meeting scheduled with Somerset Council and Darren Hill to discuss the future management of footpaths in the town and that Somerset Council had commenced work on repairing the boardwalk in the Nature Reserve although there were concerns about the quality of work being undertaken. It was agreed that Darren Hill would inspect what was being done and liaise with Somerset Council.

Councillor Pringle-Kosikowsky joined the meeting during this item.

506 OPEN SPACES MANAGER UPDATE

The Open Spaces Manager Update Report had been circulated with the agenda and was noted.

507 FUNDING REQUEST – WOODLAND CREATION SCHEME

RESOLVED to agree the additional funding request of £1039.04 plus VAT for tree stakes and chestnut fencing to support the planting of the Woodland Creation Scheme to come from the Green Corridor Budget line.

508 BUDGET 2024/5

The remaining budget for 2024/5 was noted. It was also noted that a number of health and safety related matters in the Green Corridor Development Plan

remained outstanding. It was agreed that the Open Spaces Manager would review these over the next few weeks to prioritise work and develop a plan of action for 2025/6 to be delivered through the new Open Spaces Team. Any urgent work would either be funded by residual balances on other budgets managed by the Committee or through a funding request to Full Council

509 CLIMATE CHANGE STRATEGY

The Climate Change Project Officer provided an update on work he had been undertaking. It was noted that there had been a good take up of the Thermal Imaging Cameras through the Library and that there was a waiting list.

The Committee **RESOLVED** to accept the offer from the Centre for Sustainable Energy to carry out Energy Efficiency Surveys of Council buildings and that subject to the Management Committee’s approval the Community Centre should be included.

510 WELLINGTON COMMUNITY FOOD

RESOLVED to recommend to Full Council that it supports the erection of the proposed polytunnel on the Community farm site.

511 CROWN LAND PURCHASE

The Town Clerk reported that there was no progress to report. Matters were still with the Crown Estate solicitors. He had met with a contractor earlier in the week to get an estimate of cost of replacing the Linden Drive bridge and they had also offered to do the same for a bridge crossing the weir.

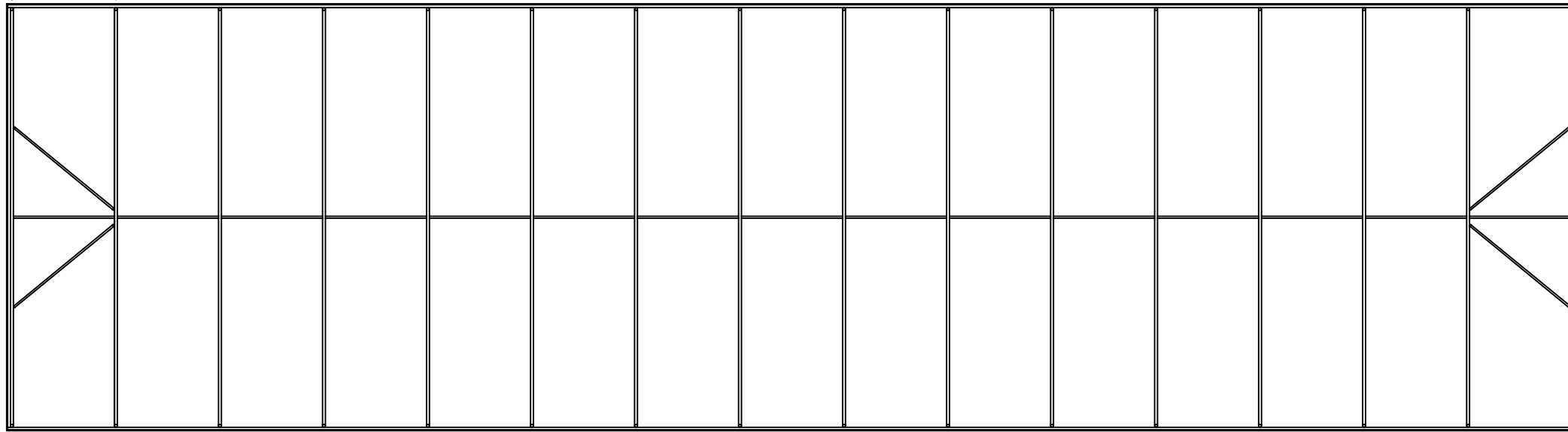
There being no further business the meeting closed at 7.15pm.

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Councillor M McGuffie
Chairman

(15) EQUAL SPACES AT 1828.8 = 27432

1828.8

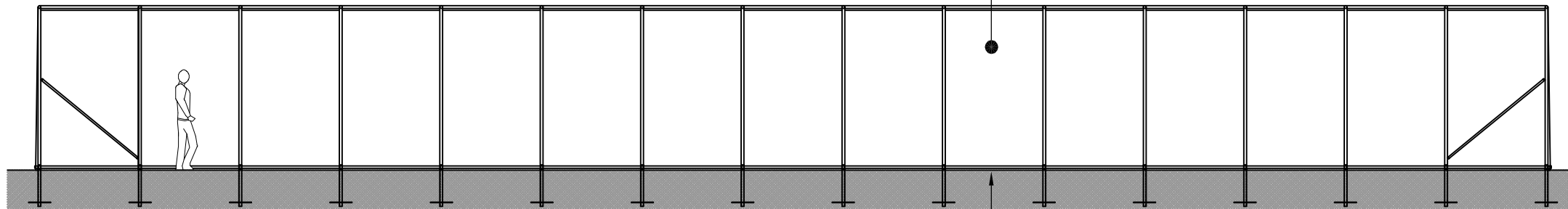
SEE VIEW IN DIRECTION
ARROW 'B'



SEE VIEW IN DIRECTION
ARROW 'A'



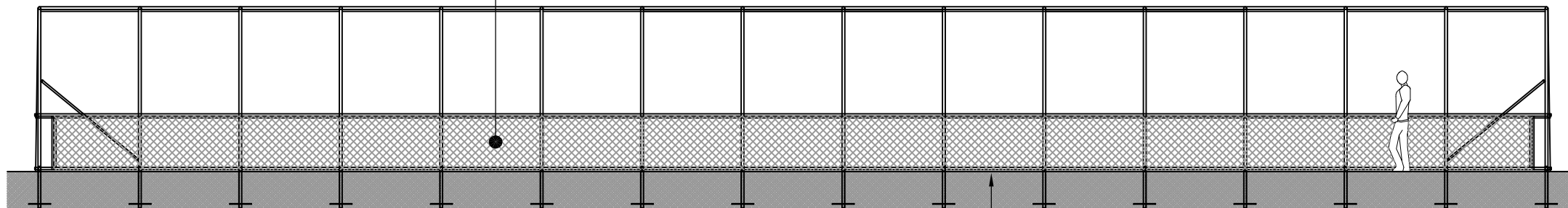
SUPERTHERM 200 MICRON
POLYTHENE COVER OVER HOOPS
AND TO BOTH GABLE ENDS



VIEW IN DIRECTION ARROW 'A'

TIMBER BASE RAIL

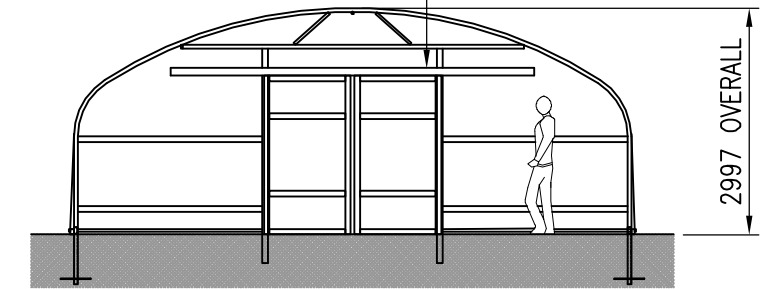
MONOFILAMENT
SHADE - WINDBREAK NETTING
COLOUR GREEN



VIEW IN DIRECTION ARROW 'B'

TIMBER BASE RAIL

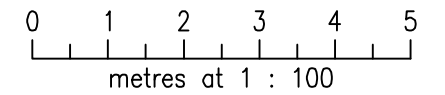
TIMBER END FRAME AND
TIMBER DOUBLE SLIDING DOORS
WITH ALUMINUM DOOR TRACK



END ELEVATION
TYPICAL BOTH ENDS

7315

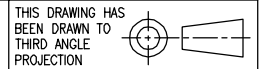
2997 OVERALL



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Altham, Accrington BB5 5YJ
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DRAWN BY MDH	CHECKED BY MH	SCALE @ SIZE 1:100 @ A3
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CLIENT INFORMATION FRENHAM FARM MARKET	DATE DRAWN 22/02/23
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DRAWING TITLE
**7.32M (24 FT) SINGLE SPAN
POLYTUNNEL ELEVATION DRAWING**

IDENTIFICATION NUMBER PL-24-SS-0017	REV 0
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WELLINGTON TOWN COUNCIL

FULL COUNCIL MEETING

3 FEBRUARY 2025

Wellington Recreation Ground Pavilion

1. Introduction

1.1 The purpose of this paper is to seek the Council's views on whether it should contribute to the cost of repairing the pavilion in the Recreation Ground.

2. Background

2.1 The Council will recall from previous reports that it is due to take on the ownership of the Pavilion from 1 April 2025. It will also recall that a survey of the Pavilion identified a number of substantial concerns regarding the structure of the building primarily relating to the drains, a large crack in the back wall and the roof, in particular at the front around the clock.

2.2 Somerset Council has advised that it will be undertaking the work to address the issues relating to the back wall and the drains. However, it has asked if we would contribute 50% of the costs of repairing the roof around the clock and other related work.

2.3 We have been advised that the estimated cost to address the roof issues following theft of the lead, with replacement of the clock, is £4,500, plus ancillary scaffolding, guttering and painting works adding a further £5,000 with £500 for contingency. On that basis the ask of the Council is to pay £4,500 towards the repair costs.

2.4 Having discussed this with the Devolution Working Group it has recommended that the Council agrees to make the contribution and the RFO has advised that the funding can be drawn from the Capital Projects Reserve.

3. Consideration

The Council is asked to consider whether it wishes to agree to contribute £4,500 towards the cost of repairing the Pavilion on the basis set out in this report.

Dave Farrow
Town Clerk
January 2025

WELLINGTON TOWN COUNCIL

FULL COUNCIL MEETING

3 FEBRUARY 2025

Proposal for the Allocation of Community Infrastructure Levy (CIL) Funding

1. Introduction

1.1 This paper sets out proposals for the allocation of CIL funding for (a) The Kings Arms Community Hub and (b) The Longforth Farm Allotments site.

2. Background

2.1 CIL funding is funding received by the Town Council from Somerset Council, which in turn receives it from developers, when some new developments are built.

2.2 CIL Regulations state that this proportion of funds must be used 'to support the development of the local area by funding (a) The provision, improvement, replacement, operation or maintenance of infrastructure; or (b) Anything else that is concerned with addressing the demands that development places on an area.'

2.3 The current uncommitted CIL balance held by the Town Council stands at £159,384.

3. The Kings Arms Community Hub

3.1 At its meeting on the 20 January 2024 the Community Committee considered a proposal to use CIL funding to fund the fitting out of the Kings Arms Community Hub. The paper setting out the proposal is attached as Appendix 1 to this paper.

3.2 The Hub will be an integral part of the towns early help and early intervention offer and provide accommodation for youth provision in the town. As the town grows so will demand for access to early help provision and as the Council is aware there has been no fixed space for youth provision in the town for a number of years.

3.3 It is hoped that Falcon Rural Housing will be in a position to transfer the ground floor to the Town Council at the beginning of April 2025 and if all goes to plan the hope is that the Hub will open in the summer of 2025.

3.4 The Community Committee resolved to recommend to Full Council that £80,000 of the current CIL balance be allocated for this work recognising

that officers will do all that they can to draw down funding from other sources.

4. Longforth Farm Allotments

4.1 After many years we are close to completing the land transfer of the allotment site from the developers.

4.2 Work is required to create set up the site for 37 allotments. This will involve creating a car park area, marking out plots and paths and creating shed bases. The Council is also asked to consider whether it would consider purchasing sheds for each allotment. Costings and further information is set out in Appendix 2.

5. Considerations

The Council is asked to consider approving the following

- (i) That £80,000 of CIL funding is allocated to support the fitting out of the Kings Arms Community Hub with spending to be delegated by the Community Committee.
- (ii) That £62,300 of CIL funding is allocated to prepare the Longforth Farm allotment site. Delegated spending authority to be given to the Environment Committee for the car park, plot marking, and pathways and delegated authority given to officers for the supply of shed bases and sheds.

Dave Farrow

Chief Executive Officer/Town Clerk

28 January 2025

Appendix 1

WELLINGTON TOWN COUNCIL

COMMUNITY COMMITTEE

20 JANUARY 2025

The Kings Arms Project

1. Introduction

1.1 The purpose of this paper is to provide the Committee with an update on progress on the project and to ask it to consider recommending to Full Council that Community Infrastructure Levy (CIL) funding is used to fund the fitting out costs of the community hub.

2. Background

2.1 Councillors will be aware that the former Kings Arms pub was purchased by Falcon Rural Housing with the intention of converting the upper floors into affordable accommodation and the ground floor to be used as a community space. It committed to undertake the work to make the ground floor habitable

2.2 The intention is that the ground floor will be used as a community hub to support the delivery of early intervention activities where a range of agencies can make use of it for meetings and group sessions, where individuals can go to get advice and be signposted to support and where youth provision could be delivered.

2.3 The Town Council agreed that it would project manage the fitting out stage of the project once Falcon had completed its work. Helen Acreman was appointed as a part time Project Lead for the fitting out in November 2024.

2.4 Since then she has been meeting with Pete Joint to understand who may be using the hub and what their needs may be based on work he has been doing with voluntary groups and agencies operating in the town, and Bob House who has previously been supporting the project to consider what work is needed to deliver the community hub.

2.5 Falcon has indicated that it will be in a position to hand over the ground floor on the 1 April 2025 and has also agreed that work can start before that on fitting it out.

2.6 This work has led to a proposed design for the layout of the ground floor being developed along with a specification of work. Materials etc required. A draft and working budget is attached to the report for consideration. As

can be seen anticipated costs of the fitting out are in the region of £70,000.

2.7 It is hoped that other funding sources will mean that some of the £70,000 will be covered. For example:

- Social Funding via Somerset Council Housing Directorate
Maximum £2,000 available. Application submitted by email 3rd January 2025 for £1,000.00 To fund the washable paint and a hot water boiler.
- Household Support Fund
Applications required by 31st March 2025. Items such as white goods are provided directly rather than funded. The list of possible white goods we may need have been included in the budget costings at £3,130.00.
- SALC
Up to £35,000 available for Health & Wellbeing in the community
- Warm Welcome Funding
Up to £20,000 to provide warm spaces Somersetcf.org.uk
- Connect Somerset
There may be funding available from Connect Somerset for setting up hubs.
- Food Resilience
Small grant applications to be submitted between 6th January and 16th February 2025.
- Further Support
SPARK may be able to assist further when we have a budget plan and details of what else is required.

2.8 The Council's current CIL balance stands at £159,384

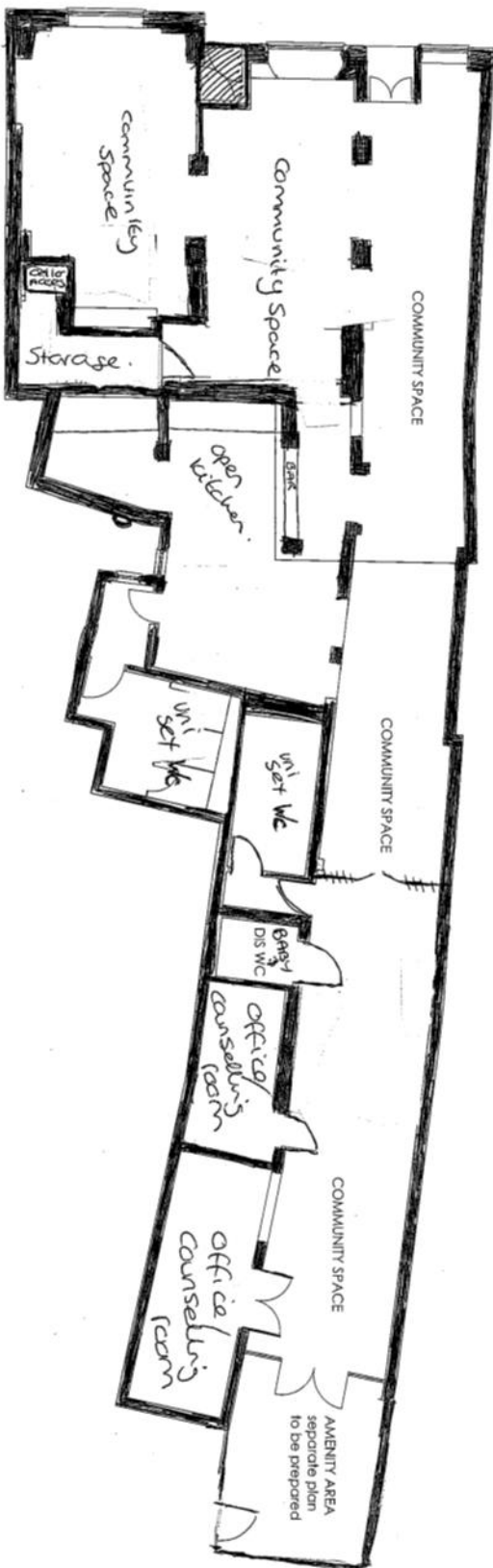
3. Considerations

3.1 The Committee is asked to note the progress being made on the project and to consider recommending to Full Council that £70,000 of CIL funding be allocated to support meeting the costs of the fit out for the community hub.

Original Budget costings for fitting out of Kings Arms Wellington	
September/October 2024	
Plumbing (kitchen etc using Falcon plumber)	£ 1,000.00
Electrical (additional requirements using Falcon electrician)	£ 2,000.00
Kitchen Units incl servery/bar/partition	£ 1,500.00
Kitchen equipment (cooker, microwave, dishwasher etc)	£ 1,800.00
Extract from kitchen area	£ 700.00
Construct new cupboard (Zone 1 & Zone 3 (2))	£ 1,200.00
Doors and screen between Zones 2 & 3	£ 1,200.00
Shelving etc to new cupboards	£ 800.00
New doors (incl replacing old and damaged ones)	£ 1,500.00
New sound proof partition to rear room (ex alley)	£ 800.00
Furniture, benching etc	£ 7,500.00
Decorations	£ 1,500.00
General repairs to woodwork, walls etc	£ 1,000.00
Rear Canopy for buggies	£ 2,000.00
Improvements to rear yard	£ 2,000.00
General Contingency	£ 5,000.00
Ramp to corridor section 1	£ 1,500.00
	£ 33,000.00
Costs to be added	
Kitchen Shutter over servery	£ 1,000.00
Reception Area (desks, cupboards etc)	£ 1,500.00
Flooring	£ 30,000.00
Separation of Zone 1 & Corridor	£ 2,000.00
Additional contingency	£ 2,000.00
Total Estimated Cost	£ 69,500.00

Working Budget for fitting out of Kings Arms Wellington	
Jan-25	
Plumbing (kitchen etc using Falcon plumber)	£ 1,095.00
Electrical (additional requirements using Falcon electrician)	£ 2,000.00
Kitchen Units incl servery/bar/partition	£ 1,500.00
Kitchen equipment (cooker, microwave, dishwasher etc)	£ 3,130.00
Extract from kitchen area	£ 700.00
Kitchen Shutter over servery	£ 1,158.22
Construct new cupboard (Zone 1 & Zone 3 (2))	£ 1,200.00
Doors and screen between Zones 2 & 3	£ 1,200.00
Separation of Zone 1 & Corridor	£ 2,000.00
Shelving etc to new cupboards	£ 800.00
New doors (incl replacing old and damaged ones)	£ 1,500.00
New sound proof partition to rear room (ex alley)	£ 800.00
Reception Area (desks, cupboards etc)	£ 1,500.00
Furniture, benching etc	£ 7,500.00
Decorations	£ 1,500.00
Flooring	£ 19,500.00
General repairs to woodwork, walls etc	£ 1,000.00
Rear Canopy for buggies	£ 2,000.00
Improvements to rear yard	£ 2,000.00
Ramp to corridor section 1	£ 1,500.00
General Contingency	£ 7,000.00
Total Estimated Cost	£ 60,583.22
Add	
Internet & IT equipment	£ 4,000.00
Cutlery, crockery and glasses etc	£ 5,000.00
	£ 69,583.22

HIGH STREET



PROPOSED GROUND FLOOR PLAN (approx 260 sq m)

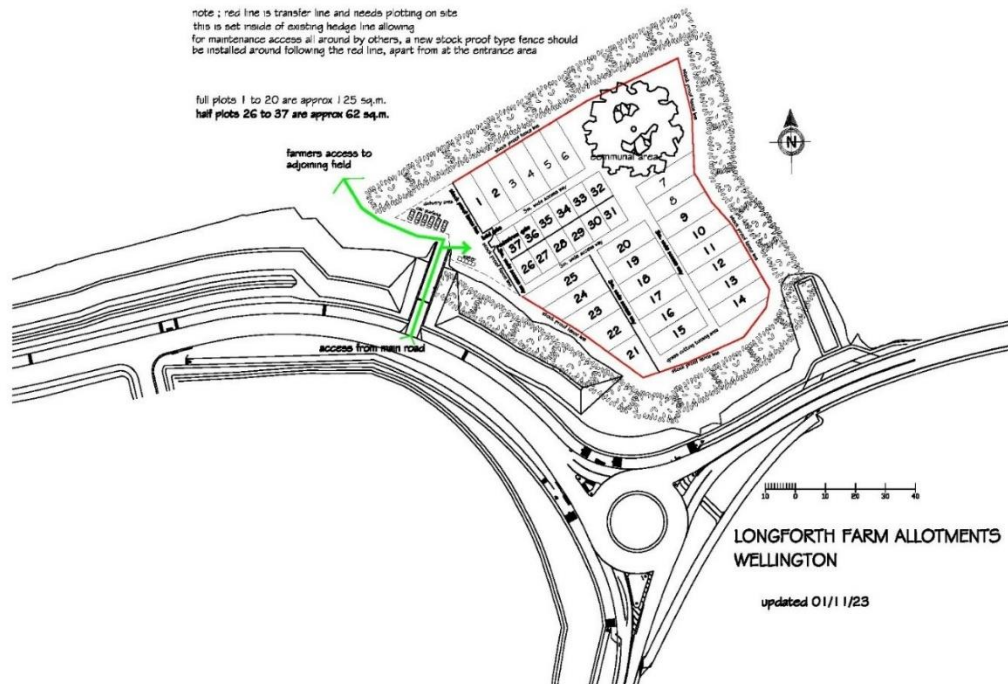
STARCHROSE design
 100 STATION ROAD, BATH, AVON, BA1 1RN
 TEL: 01225 428400
 www.starchrose.co.uk
 PROPOSED CHANGE OF USE
 FROM COMMERCIAL TO RESIDENTIAL
 4, HIGH STREET, WILMINGTON, SOMERSET
 FALCON RURAL HOUSING
 PROPOSED GROUND FLOOR PLAN
 DATE: 20-01-21
 PDS

NO.	DESCRIPTION	DATE	BY
1	PROPOSED CHANGE OF USE FROM COMMERCIAL TO RESIDENTIAL 4, HIGH STREET, WILMINGTON, SOMERSET FALCON RURAL HOUSING PROPOSED GROUND FLOOR PLAN	20-01-21	STARCHROSE design

PLANNING APP 20-01-21

Appendix 2

To set up Allotment Land for approximately 37 plots – see draft layout plan below.



To create the following:

Car Park:

To scrape the gate area and create a level base. Lay Geoworks SX Grid 3030 Stabilising mesh and cover with 40mm 308 Stone and compact to create a self-draining car park area as per drawings. Extend the boundary fencing with an access gate to separate the parking from allotments.

Plots:

Mark out the plots as per drawing to ensure clear demarcation between allotments

Cost in the region of: £27,400

Paths: To set out and shutter the access path areas as per drawings provided, lay recycled crushed stone and compact. Lay a topcoat hogging dust and compact to create a hard self draining pedestrian surface.

Cost in the region of: £15,650.00

Shed bases:

To shutter and install raised concrete slabs to carry a 1.8 x 1.2 shed at each allotment.

Cost in region of: 37 concrete bases x £250 = £9250.00 approx.

Quotations for bases received from Wadham/Milverton Sawmills, Wellington Sheds and M J Fletcher Property Maintenance.

Sheds:

Two Quotations Received:

Company	Specification:	Qty	Total
Wadham/Milverton Sawmills	6 x 4 sheds at £192.66	37	£7128.42
Wellington Sheds	6 x 4 sheds at £416.67	37	£15,416.79

Land Transfer From Bloor – Final enquiries are now being resolved. Completion should be within the next couple of weeks.

Expenditure Forecast:

Car Park & Plot Marking	£27,400.00		
Pathways	£15,650.00		
Shed Bases	£ 9,250.00		
Sheds	£ 7,128.42		
TOTAL	£62,300.00		

WELLINGTON TOWN COUNCIL

FULL COUNCIL MEETING

3 FEBRUARY 2025

Community Office – 30 Fore Street

1. Introduction

1.1 The purpose of this paper is to seek approval of costings for the opening of the Community Office at 30 Fore Street.

2. Background

2.1 The Community Office (previously operated by Somerset West & Taunton) was closed at the beginning of the COVID pandemic and was not re-opened.

2.2 The Town Council purchased 28-30 Fore Street in March 2024, and leased the community office space to Cash Access UK between April 2024 and January 2025 for the provision of the temporary banking hub.

2.3 Now the banking hub is in its permanent location, the Town Council can act to re-open the Community Office as planned to provide a central information point for members of the public.

3. Proposed Works/Alterations

3.1 A draft floor plan is attached at appendix 1.

3.2 In order to prepare the space, it is proposed that alterations are made to the layout including removal of the old counter and cabinets in the waiting area to create a more open space with railings installed on the boundary of stepped area. The new raised area created where the old counter has been taken out will form an information area with a screen displaying a rolling selection of information.

3.3 A new reception desk is also proposed, as well as an additional workstation in the upper level area. The interview/meeting room requires only a simple desk and office chair.

3.4 Electrical work is required to add sockets to allow IT equipment to be powered safely rather than using multiple extension leads. It is proposed that similar works are carried out in the first-floor offices at the same time. Also, to replace ceiling lights with updated and energy efficient LED fittings/bulbs where required.

3.5 Cash Access re-carpeted the space before opening the temporary banking hub meaning the flooring is in excellent condition. There will be some requirement, however, to match and make good areas where cabinetry has been removed. There will also be a small cost to make good any cosmetic decoration.

3.6 The internal lobby doors are currently very draughty meaning the room can get very cold. While our builder will look for solutions to allow them to be refurbished, it is possible that it is more effective to replace the doors.

4. Costings

4.1 The table below provides costing estimates for the proposed works and set up costs. Where it is unsure how much work is required e.g. if the lobby doors need replacing rather than refurbishing, officers have estimated the cost based on a 'worst case scenario'.

Item	Cost
Remove counter and cabinets, block door, add railings and make good.	£2,000
Electrical	£4,500
Flooring & Decoration	£750
Lobby Doors	£1,000
Furniture	£2,500
IT	£6,000
Contingency	£1,000
Total	£17,750

5. Recommendation

5.1 It is recommended that Officers be given delegated spending of up to £17,750 to carry out the works explained above with a view to opening the Community Office on 1st April.

6. Budgeting

6.1 There is currently no specific budget for this project in the 24/25 budget, meaning this paper requires approval by Full Council. However, when forecasting the likely spending to the end of the financial year the RFO has allocated a sum of £20,000 in anticipation of this project.

Alice Kendall
RFO

Annette Kirk
Facilities Manager

27 January 2025

30 Fore Street Reception Area Proposed Layout

