

**MINUTES OF THE WELLINGTON TOWN COUNCIL ENVIRONMENT COMMITTEE
WEDNESDAY 20 NOVEMBER 2024 AT 6.00 PM**

Present: Councillor M McGuffie (Chairman)
C Govier, M Lithgow, C Penk, S Pringle-Kosikowsky (from 410)
and K Wheatley

In attendance: Darren Hill (Open Spaces Manager)
Rebecca Hunt (Project Assistant)
Steve Saunders – Footpath Volunteer Coordinator
One member of the press
Councillor Janet Lloyd
One member of the public

406 WELCOME AND INTRODUCTIONS

The Chair welcomed those present.

407 APOLOGIES

Apologies were received from Councillor C Booth.

408 DECLARATIONS OF INTEREST

There were no declarations of interest.

409 MINUTES

RESOLVED to agree the minutes of the meeting held on the 23 October 2024.

410 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

Councillor J Lloyd spoke as Chairman of Sampford Arundel Parish Council offered for sale to the Council a red phone box at a cost of £3,200.

A member of the public raised concerns about brambles on the footpath from Crosslands to Longforth Road and agenda item 13.

411 BASINS ALLOTMENTS ADVISORY BOARD

Councillor J Lloyd, Chair of the Board provided an update and the notes of the meeting were noted.

RESOLVED

- (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.”
- (iii) 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.

- (iv) To adopt the Rules & Guidance 2024, Co-Worker Agreement and Polytunnel, Greenhouse, Shed Application Form.

412 THE BASINS ALLOTMENT SITE – TRACK REPAIR

RESOLVED to agree a budget of £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.

413 FOOTPATH UPDATE

Steve Saunders provided an update on the footpath volunteers' work which was noted. He raised concerns regarding the condition of the boardwalk in the Nature Reserve. Darren Hill advised the Committee that he was in discussions with Somerset Council on this matter and was meeting officers the following day to discuss.

Councillor Pringle-Kosikowsky joined the meeting during this item.

414 DELEGATED BUDGETS

The report on spends in 2024/5 to date had been circulated prior to the meeting and was noted.

415 OPEN SPACES MANAGER UPDATE

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

- (i) To award the contract to flail hedges around Wellington to Justin Parry-Jones at a cost of £640 plus VAT to be met from the Green Corridor budget.
- (ii) To award the contract for replacing timber posts and rail and wire mesh at Weavers Reach Play Area to Mikke Fletcher at a cost of £2,382.77 to be met from the Green Corridor Budget. It was also agreed that temporary fencing and signage should be erected onsite in the meantime until the work can be completed.
- (iii) To award the contract for repairing fencing around The Basins to Mike Fletcher at a cost of £721 to be met from the Green Corridor Budget.
- (iv) To recommend to Full Council that the cost of £581.60 for printing a book about Wellington in Bloom by Isabel Ward be met from the Promotion of Wellington Budget.

416 BUDGET 2025/6

A proposed list of actions with officer comments had been circulated prior to the meeting and was noted in the contact that Policy and Finance Committee had met on the 18 November to discuss and recommend a proposed budget for 2025/6.

A proposed Climate Strategy Action Plan for 2025/6 was tabled and discussed. It was agreed that Awareness Sessions should take place but that the sound

equipment should be funded from a different budget as the whole Council would benefit from it. The Finance Manager to advise on which budget should be used.

417 SUBSIDISED BUS TRAVEL

The Chair reported back on a meeting that he and the Town Clerk and had with staff from First Bus regarding the possibility of subsidised bus travel to Taunton funded by the Council. Councillors felt that the Council should focus on improving access to public transport within the town, surrounding villages and Wiveliscombe and that discussion with First Bus should focus on ensuring the quality of existing provision and the potential future need should the railway station not be built.

418 TREE PLANTING FILM

RESOLVED to fund a film of the tree planting in the Green Corridor at a cost of £850 to be met from the Green Corridor Budget.

419 DATE OF NEXT MEETING

It was **RESOLVED** that the meeting scheduled for 18 December be cancelled

There being no further business the meeting closed at 7.30pm.

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Councillor M McGuffie
Chairman

Open Spaces Manager Report January 2025

Since our last meeting we have working hard on the following:

I have started to take delivery of all the power tools, and we will be taking delivery of the large ride on mower in early February and the trailers later in February.



WELLINGTON TOWN COUNCIL
Saving Wellington & Rockwell Green

Open Spaces Team Leader
Salary: £30,259 - £33,366 (depending on experience)
Working Hours: Average 37 hpw (42 hpw April – October and 32 hpw November – March)

What will I be doing?
To manage the work of the new Town Council Open Spaces team delivering a high quality, responsive service, ensuring high standards of work and that it operates safely and effectively.

The successful candidate will need to have:

- Experience in grounds maintenance
- Experience of using a range of grounds maintenance tools, equipment and vehicles and ride on mower.
- Experience of managing a team
- NVQ level 2 or above in Horticulture
- Full UK driver's licence
- Trailer licence
- Health and safety qualification in grounds maintenance and/or play area inspection

Open Spaces Operatives
Salary: £28,163 - £30,060 (depending on experience)
Working Hours: Average 37 hpw (42 hpw April – October and 32 hpw November – March)

What will I be doing?
To be part of the new Town Council Open Spaces team delivering a high quality, responsive service, ensuring high standards of work and that it operates safely and effectively.

The successful candidate will need to have:

- Experience in grounds maintenance
- Experience of using a range of grounds maintenance tools, equipment and vehicles and ride on mower.
- Full UK driver's licence
- Trailer licence
- Ideally hold NVQ level 2 or above in Horticulture but not essential

For an informal conversation about the roles contact Darren Hill
07398 016651, darren@wellingtontowncouncil.co.uk

Application form (no CVs) and further details available from:
01823 662855 or info@wellingtontowncouncil.co.uk

The Interviews

Short listing has taken place and the interviews for the new team will take place on Thursday 23rd and Friday 24th January. We had many applicants of a good standard and are confident all positions can be filled.

Tiny Forests and Tree Planting



Stephen and I have been planting the Tiny Forest in and around Wellington, with time spent with the whole of IKB School, all the classes came out and planted small trees, this was a wonderful positive experience for all.

We also worked with Court Fields School where we planted one hundred small trees with the help of pupils.

We started planting the three thousand trees with Rosie from the Woodland Trust, the first few days was a massive success, over seven hundred trees planted, there were even people from out of the area popping in to plant trees.



The Tree circles at Gay Close has now been completed by RW Gale and we have planted the trees, bulbs will be planted and mulch added in the next week or so. We had incredibly positive feedback from the people in this area.



The Green Corridor

Once we have our team in place we will be looking to undertake the opening next to the gate on Marsh Mead and create a timber crossing on the small mound the other side of the ditch. This will improve access to site, we will also look at removing barbed wire throughout the Green Corridor.

The Wellingtonia



Steven and I moved the Wellingtonia in early January to its new location at Basins, the tree roots were in a thick plastic liner, the tree will thrive in the new location and without the plastic holding the roots growth back.

Benches

I would like to discuss the way we re-use fallen trees to provide benches in the Green Corridor.

Fruit Trees

The fruit tree give away was successful, 60 trees were ordered, and photos have been received of the planted trees.

Signage

The signage throughout the green corridor has been removed many times. We will look to put a sign back in Fox's field to highlight the issue with jumping in. The new signage will need to be agreed.

Burchills Hill Play Area

The fruit trees will be planted along Burchills Hill play area in the next few weeks.

Green Corridor Maintenance for 2025/6

I am planning a meeting with Transition Town Wellington to discuss and plan the maintenance for 2025, as we will have large machinery and hopefully options to undertake different approaches.

Play Areas

Weaver Reach Play Area fencing and play surface repairs have been completed and are looking great. Mike Fletcher had this area started days after our last meeting.



The Basins Boardwalk

The basins boardwalk repair has started by Somerset Council, this will be completed in the next two weeks.

Green Flag Application for 2025, for Swain Lane N/R and Wellington Park

Green Flag application for 2025 for Wellington Park and Swains Nature Reserve are complete, I am looking forward to seeing how we get on later in the year. We had an ecology report undertaken for Wellington Park. This has been added to the management plan and will be reviewed again. I would like to thank Rebecca for all her help, this version is very much improved.

A copy of this report is available on the website and in the SharePoint folder for this meeting.

Wellington Town Council

16 January 2025 (2024 - 2025)

Summary of Receipts and Payments

Cost Centre Group - Environment Committee

Allotments

Code Title	Receipts		Payments					Available
	Budgeted	Actual	Budgeted	Actual	Forecast to YE	Committed Spends		
44 Allotments	£ 2,910.00	£ 2,710.00	£ 2,910.00	£ 1,288.36	£ 1,144.64	£ -	£ -	143.72
92 Longforth Allotment	£ 3,000.00	£ -	£ 3,000.00	£ 4,650.00	£ 4,650.00	£ 90.00	£ -	90.00
148 Allotment Deposits	£ -	£ 800.00	£ -	£ 100.00	£ 100.00	£ -	£ -	-
SUB TOTAL	£ 5,910.00	£ 3,510.00	£ 5,910.00	£ 6,038.36	£ 5,894.64	£ 90.00	£ -	233.72

Earmarked Reserves

Code Title	Receipts		Payments					Available
	Budgeted	Actual	Budgeted	Actual	Forecast to YE	Committed Spends		
75 Railway Station	£ -	£ -	£ -	£ -	£ -	£ -	£ -	-
77 Playing Pitch Strategy	£ -	£ -	£ -	£ 4,350.00	£ -	£ -	£ -	4,350.00
SUB TOTAL	£ -	£ -	£ -	£ 4,350.00	£ -	£ -	£ -	4,350.00

Environment and Planning

Code Title	Receipts		Payments					Available
	Budgeted	Actual	Budgeted	Actual	Forecast to YE	Committed Spends		
46 Footpaths PRow Maintenance	£ -	£ 33.30	£ 500.00	£ 323.85	£ 323.85	£ -	£ -	-
49 Emptying Dog Bins	£ -	£ -	£ 12,600.00	£ 7,929.48	£ 11,586.32	£ 2,643.16	£ -	1,013.68
50 Provision of Benches & Litter/Dog Bins	£ -	£ -	£ 2,500.00	£ -	£ -	£ -	£ -	-
51 Planning Administration	£ -	£ -	£ -	£ -	£ -	£ -	£ -	-
52 Environmental Improvements	£ -	£ -	£ -	£ 20,691.69	£ 25,000.00	£ 3,261.06	£ -	1,047.25
113 Electricity for Street Light	£ -	£ -	£ 850.00	£ 916.29	£ 1,259.80	£ 300.00	£ -	43.51
129 Additional Street Lighting	£ -	£ -	£ -	£ -	£ -	£ -	£ -	-
131 Green Corridor	£ -	£ -	£ 30,000.00	£ 18,433.22	£ 20,000.00	£ 280.00	£ -	1,286.78
168 Cycle Route Cont.	£ -	£ -	£ 10,000.00	£ -	£ -	£ -	£ -	-
SUB TOTAL	£ -	£ 33.30	£ 56,450.00	£ 48,294.53	£ 58,169.97	£ 6,484.22	£ -	3,391.22

Play Areas

Code Title	Receipts		Payments					Available
	Budgeted	Actual	Budgeted	Actual	Forecast to YE	Committed Spends		
45 Tone Play Area	£ -	£ -	£ 5,000.00	£ 1,401.14	£ 1,787.46	£ 375.70	£ -	10.62
145 Weavers Reach Play Area	£ -	£ -	£ 5,000.00	£ 4,914.27	£ 5,107.27	£ 193.00	£ -	-
146 Annual Play Inspections	£ -	£ -	£ 500.00	£ 455.00	£ 455.00	£ -	£ -	-
SUB TOTAL	£ -	£ -	£ 10,500.00	£ 6,770.41	£ 7,349.73	£ 568.70	£ -	10.62

Unitary Devolution

Code Title	Receipts		Payments					Available
	Budgeted	Actual	Budgeted	Actual	Forecast to YE	Committed Spends		
172 Play Area	£ -	£ -	£ 10,500.00	£ -	£ -	£ -	£ -	-
174 TC Planting	£ -	£ -	£ 15,000.00	£ 13,704.12	£ 13,704.12	£ -	£ -	-
175 Park Planting & Security	£ -	£ -	£ 25,000.00	£ 11,800.75	£ 13,250.00	£ 550.00	£ -	899.25
SUB TOTAL	£ -	£ -	£ 50,500.00	£ 25,504.87	£ 26,954.12	£ 550.00	£ -	899.25

WELLINGTON TOWN COUNCIL**ENVIRONMENT COMMITTEE****22 NOVEMBER 2025****Proposal for Energy Survey of Council Buildings****1. Introduction**

1.1 The purpose of this paper is to seek the Committee's views on undertaking energy surveys of buildings for which the Council is responsible for from the 1 April 2025.

2. Background

2.1 The Council is responsible for a range of buildings either through direct ownership i.e 28-30 Fore Street and public toilets from 1 April 2025 or through lease arrangements i.e. Unit 4 Chelston Business Park.

2.2 Discussions have been held with the Centre for Sustainable Energy (CSE) about carrying out energy surveys of the buildings to establish how efficient they are, are more likely are not, and to identify what actions are needed to improve their energy efficiency. These actions can then be built into programme of work over a number of years if needs be.

2.3 CSE has confirmed that they are able to provide this service to us free of charge through its core funding. The service they will provide is:

- Initial meeting with relevant person at town council to discuss needs, wants, and motivations
- Review of any existing reports, surveys, and energy bill data
- Basic survey of buildings (this can include the toilets and industrial unit)
- Basic report with initial suggestions and considerations
- Discussion and follow up meetings for next steps and further support.

2.4 There are two reasons for proposing this work; firstly, by making our buildings more energy efficient we can reduce costs and our carbon footprint. Secondly there is a community leadership element – by showing what can be achieved through an Energy Survey we will encourage homeowners, landlords and business to follow our lead.

3. Consideration

3.1 The Committee is asked to approve that CSE conduct an Energy Survey of the Councils' buildings on the basis set out in this report.

Stephen Tate

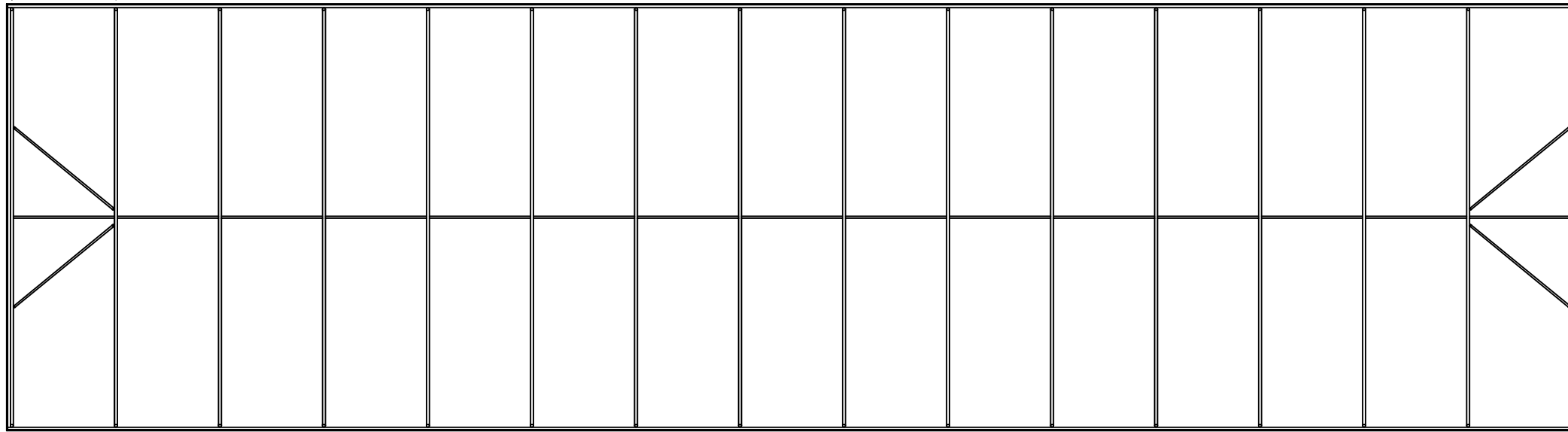
Climate Change Officer

January 2025

(15) EQUAL SPACES AT 1828.8 = 27432

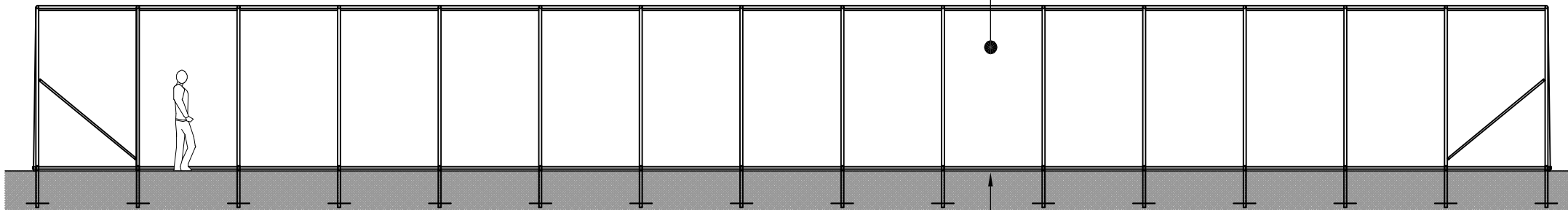
1828.8

SEE VIEW IN DIRECTION
ARROW 'B'



SEE VIEW IN DIRECTION
ARROW 'A'

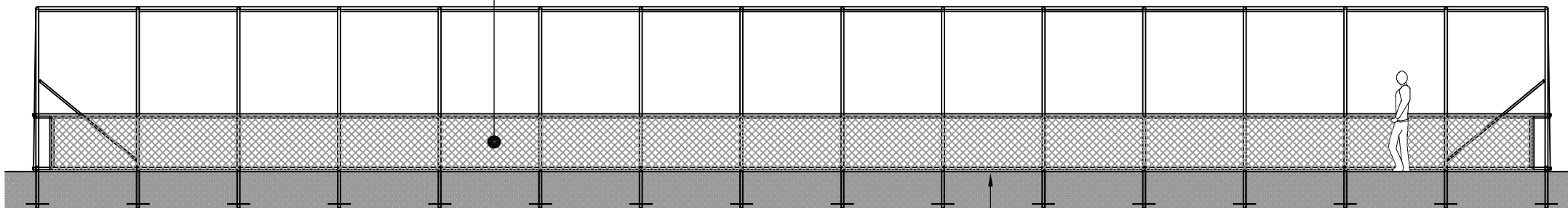
SUPERTHERM 200 MICRON
POLYTHENE COVER OVER HOOPS
AND TO BOTH GABLE ENDS



VIEW IN DIRECTION ARROW 'A'

TIMBER BASE RAIL

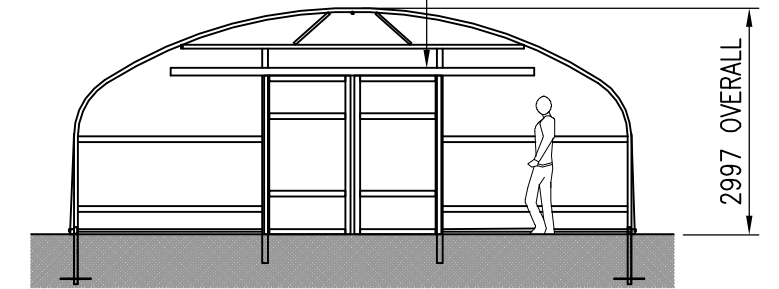
MONOFILAMENT
SHADE - WINDBREAK NETTING
COLOUR GREEN



VIEW IN DIRECTION ARROW 'B'

TIMBER BASE RAIL

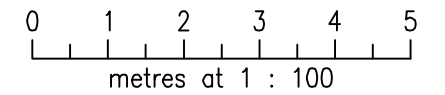
TIMBER END FRAME AND
TIMBER DOUBLE SLIDING DOORS
WITH ALUMINUM DOOR TRACK



2997 OVERALL

END ELEVATION
TYPICAL BOTH ENDS

7315



First Tunnels Ltd, Altham Business Park, Unit 2 Shorten Brook Way,
Altham, Accrington BB5 5YJ
tel: +44(0)1282 601253 web: www.firsttunnels.co.uk

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CLIENT INFORMATION FRENESHAM FARM MARKET DATE DRAWN 22/02/23

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