

Wellington Town Council

Town Mayor
Cllr Usman Ahmed



Town Clerk: KAREN ROPER

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EVENTS AND COMMUNICATIONS COMMITTEE

Minutes of the meeting held on **Tuesday 25th June 2024** commencing at 6.00pm.

Present:

Cllr Barker	Cllr Day	Cllr Gorse	Cllr Holding
Cllr Lowe	Cllr Woolley		

In attendance: Cllr Davis Adrienne Taylor

- 12/24** **Welcome and Introductory Remarks** – Cllr Barker welcomed members. Cllr Holding and Adrienne notified the meeting that a new Events and Marketing Officer – Hollie Worley – has been appointed and will begin her employment on Tuesday 2 July.
Cllr Day requested that a copy of the new job description be circulated to all members. **ACTION: Adrienne to circulate new Events and Marketing Officer job description**
- 13/24** **Apologies for Absence**
Cllr Williams

Apologies accepted.
- 14/24** **Declarations of Interest –**
There were no declarations of interest received relating to items on the agenda.
- 15/24** **To confirm the minutes from the meeting dated Tuesday 28th May 2024.**
It was confirmed by the members and **RESOLVED UNANIMOUSLY** that the minutes of 28th May were a true and accurate record.

Signed:

Cllr C Barker – Chairman

28.3.23

16/24 Matters arising from those minutes:

- Cllr Barker to meet with resident poet Nick Pearson within the next month or so.
- Adrienne to collate list of youth groups when current information is updated on Telford and Wrekin website.

ACTION: Cllr Barker to meet with Nick Pearson

ACTION: Adrienne to compile a list of youth group provision ready for 2025 events season

17/24 Correspondence: Matters for consideration
None.

18/24 Love Wellington Report
Cllr Barker passed thanks on to Sally Themans for a thorough and positive report.

19/24 Future (fixed events)

- Adrienne introduced the E&C Update Report.
- The Midsummer Fayre was hailed as a great success and Cllr Gorse recognised how well organised it was by Rob Francis from Wellington H2A
- Cllr Lowe spoke briefly about the successful weekend of events with the visitors from Chatenay-Malabry
- Cllr Gorse requested that councillors are informed regularly of events in the days before they take place. **ACTION: Adrienne to send regular events updates to members**

20/24 Strategic Aims and Objectives
Cllr Barker feedback on a meeting held with Adrienne and Paola Armstrong covering organisation and delivery of future events. Cllr Barker will circulate strategic aims for the committee over the summer period to be discussed at the next meeting. **ACTION: Cllr Barker to circulate 2025 planning template for discussion at next meeting**

An overall theme of 'Wellness in Wellington' for events was agreed for the 2025 period.

Cllr Lowe raised the issue of the Wellington Cycle Delivery Scheme potentially not reaching all residents that would benefit from it. A detailed discussion took

place and it was agreed that the WCDS team members would meet with Adrienne to discuss how to improve communication to residents through the Love Wellington and Wellington Town Council channels. **ACTION: Adrienne and Cllr Lowe to arrange meeting**

21/24 Date and time of next meeting Thursday 5th September 2024 at 6pm

ACTION: Adrienne to circulate new Events and Marketing Officer job description

ACTION: Cllr Barker to meet with Nick Pearson

ACTION: Adrienne to compile a list of youth group provision ready for 2025 events season

ACTION: Adrienne to send regular events updates to members

ACTION: Cllr Barker to circulate 2025 planning template for discussion at next meeting

ACTION: Adrienne and Cllr Lowe to arrange meeting