

Wellington Town Council

Town Mayor
Cllr Paul Davis



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EVENTS AND COMMUNICATIONS COMMITTEE

Minutes of the meeting held on **Tuesday 27th June 2023** commencing at 4.00pm.

Present:

Cllr Snell	Cllr Pierce	Cllr Lowe	Cllr Barker
Cllr Davis	Cllr Tomlinson	Cllr Day	

In attendance: Caroline Mulvihill – E & C Manager

01/23 Welcome and Introductory Remarks – Cllr Davis welcomed members to the meeting. It was noted the Committee had not met since February and new Councillors were welcomed and everyone introduced themselves.

02/23 Nomination of Chairman
Cllr Pierce proposed Cllr Barker, this was seconded by Cllr Tomlinson, and with no other nominations received all members voted unanimously in favour that Cllr Barker is Chair of E & C.
Cllr Barker then took the seat as Chair.
In response to a query from Councillor Lowe the Chair confirmed that the meeting was not being live-streamed. The reasons for this were explained. It was noted that members of the public can attend meetings of the Committee and Caroline would reflect this on the WTC website.

03/23 Nomination of Deputy Chairman
In Cllr Holdings absence it was proposed by Cllr Pierce that Cllr Holding be nominated as Deputy Chair, seconded by Cllr Snell, and with no other nominations all members voted unanimously in favour that Cllr Holding is Deputy Chair of E & C.

04/23 Apologies for Absence – Cllr Holding – work commitments - apologies accepted.
Cllr Barker reminded members that apologies must be sent to Caroline ideally 24 hours prior to the meeting. They will not be accepted at the time of the meeting unless in a case of an emergency.

28.6.23

- 05/23** **Declarations of Interest** – There were no declarations of interest received relating to items on the agenda.
Cllr Barker suggested going forward that if any member did have any declaration of interest then it would be best practice to ask them to leave the room until that particular agenda item had been discussed.
- 06/23** **To confirm the minutes from the meeting dated Tuesday 28th February 2023.**
Proposed by Cllr Lowe, seconded by Cllr Pierce and **RESOLVED UNANIMOUSLY** that the minutes of the 28th February were a true and accurate record.
- 07/23** **Matters arising from those minutes:**
- **Jollies Inflatables and Stokes Fun Fair**
Caroline updated members that Jollies Inflatables would be coming to Wellington Bowring Park this summer but T & W had make the decision that Stokes Fun Fair would not be as they felt the Bowring Park wasn't an appropriate venue for such event with the proximity of residents.
- Cllr Tomlinson mentioned the success of the Shifnal Carnival. Members agreed it would be a lovely idea to have a carnival but Wellington town centre is not large enough to host such an event without closing car parks etc. Members also commented that there needs to be a way of engaging with the public so when ideas are given, and can't feasibly run, that it's fed back to them why.
- Cllr Lowe shared that he was invited to 'Charltonbury'. This is an uplifting event with performances by all the principal primary schools in Wellington which feed into Charlton.
Music, dance, singing and all performing arts
Cllr Pierce raised a concern as she was unaware of this event and would like to attend.
- ACTION: AL to gather details and share with members of E & C**
- 08/23** **Correspondence: Matters for consideration**
- **Removal of the Market Square Digital Board and / or replace**
Caroline explained that the digital board has been broken for some time now. It hadn't been removed as yet as it's financially beneficial to remove the old board and erect a new board at the same time.
A new board would cost in the region of £8k which would need to be approved by P & R.
Concerns were raised about the cost of this and if it was actually a benefit to the public.
- ACTION: Caroline to ensure this agenda item is added to the next P & R agenda and that a feasibility study is completed.**

09/23

Past & Future Events

Caroline briefed members on the following events:

- PIYHS event – bid won from T & W to the value of £3,011 and would take the shape of a free family fun day in the Market Square on 12th August.
- Bowring Park fun days – a poster detailing the dates, times and entertainment was circulated
- Six Saturday's in the Square – again a poster was circulated detailing each event

Cllr Barker asked members to contact Caroline if they can give assistance in the setting up and running of each event.

- Christmas Lights Switch on
Cllr Barker explained to members that the date for this year's Christmas Lights Switch on had been agreed as 18th November.
At a Love Wellington business meeting Sergeant Peter Rigby had spoken with Sally Themans and raised concerns over the sheer numbers attending this event and the crowd safety.
Caroline confirmed that on the evening of the 2022 Christmas light switch on Peter Rigby had indeed mentioned this and it was agreed that she would meet him later in the year to discuss the possibility of crowd control and implementing a one way system.
On the back of Sally and Peters discussion Sally then emailed Caroline suggesting that changing the date of the event by 1 week later would cause the event to 'clash' with other towns and so hopefully would reduce the number of attendees.
After a brief discussion members agreed that advice / concerns from the Police should be recognised.
On the back of Police advice Cllr Tomlinson proposed that the Christmas Light Switch on event is delayed by one week, this was seconded by Cllr Day and agreed unanimously that the new date for the Christmas Light switch on is 25th November.
Further to this, the Chair emphasised the general importance of clear and direct communication between the Police and the Committee/Full Council.

ACTION: Caroline to contact all suppliers / entertainers and rebook them for the new date

Caroline also tabled a full list of events taking place from now until the end of the year.

Cllr Barker suggested that as Shrove Tuesday fell within the school half term in 2024 that a possible Pancake Race could be held in Wellington.
Caroline let members know that event calendar planning for 2024 would take place in / around November so if they have any ideas for new events to let her know and they would be included and researched as part of the planning stages.

10/23 Love Wellington report - The report had been previously circulated and was also tabled. Cllr Tomlinson commented that this report was a great edition and full of useful information

11/23 Wellington Festival

Cllr Lowe explained that this year's Wellington Festival was taking on a new format as the Six Saturdays in the Square. If this year's festival is successful then this would be the format the festival would take ongoing.

As most members are aware the officer workload to produce the Wellington Festival is high and as we are currently looking for ways to streamline workload it was suggested that the Wellington Festival working group is subsumed into the E & C Committee. This would mean that time would be saved on the Wellington Festival working group holding meetings and having to produce separate agendas and minute's.

It was proposed by Cllr Lowe, seconded by Cllr pierce and RESOLVED unanimously that the Wellington Festival working group would be subsumed into the E & C Committee.

ACTION: Caroline to speak with Paola Armstrong and invite her to future meetings

Cllr Lowe went on to mention that the current festival budget of £8k could not be assumed for 2024.

Cllr Day stated that a confirmed budget is required before any events should be planned

Cllr Snell agreed, if both E & C and festival events were to run as they are currently then the same budget would be needed, as a minimum, but it was agreed by members that an increased budget would be most welcomed. Resources for additional events would also need looking into.

ACTION: Caroline to request clarification on budgets from P & R

12/23 Date and time of next meeting - Tuesday 25th July 2023 at 6pm

Caroline had received a request from Cllr Holding regarding the start time of E & C. Due to work commitments she would not be able to make 4pm. After a brief discussion it was agreed the new start time would be 6pm.

ACTIONS:

ACTION: Caroline to reflect on the WTC website that meetings are no longer live streamed.

ACTION: AL to gather details of Charltonbury and share with members of E & C

ACTION: Caroline to ensure the removal and purchase of a new digital board is added to the next P & R agenda and that a feasibility study is completed prior to purchase

28.6.23

ACTION: Caroline to contact all Christmas light switch on suppliers / entertainers and rebook them for the new date

ACTION: Caroline to speak with Paola Armstrong and invite her to future E & C meetings

ACTION: Caroline to request clarification on budgets from P & R