

Wellington Town Council

Town Mayor
Cllr Reg Snell



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EVENTS AND COMMUNICATIONS COMMITTEE MEETING MINUTES FOR TUESDAY 23rd
JUNE 2026
HELD IN LESLEYS ROOM AT THE CIVIC OFFICES COMMENCING AT 6.00PM.

Cllr Holding	Cllr Davis	Cllr Lowe	Cllr Gorse
Cllr Snell (ex-officio)			

Also in attendance: Caroline Mulvihill Events Manager and Deputy CEO and Sally Themans Good2Great

14/26 Welcome and Introductory Comments

Cllr Holding welcomed members to the meeting.

15/26 Apologies for absence

Apologies were received, and accepted, from Cllr Day and Adrienne Taylor.

16/26 Declaration of interest

None were received

17/26 To approve the minutes of the meeting held on the 26th May 2026.

Proposed by Cllr Davis, seconded by Cllr Gorse and **RESOLVED UNANIMOUSLY** by Cllrs Holding, Cllr Davis, Cllr Lowe and Cllr Gorse that the minutes from 26th May 2026 were a true and accurate record.

18/26 Matters arising from these minutes

ACTION: Caroline to circulate the Bayley Mile Telford Live write up to members – **sent to CEO for inclusion in FC papers**

ACTION: Cllr Davis knew of a Marimba band that could be an alternative if a steel band could not be sourced. **Cllr Davis to pass contact details to Adrienne.**

ACTION: Caroline to see if the shutters on the Old Stead and Simpson Shop can be opened and the alcove used. **Caroline had spoken to Les Pointer (Interfaith) and they do not have a key anymore and no-one else knows of a key holder.**

ACTION Cllr Davis to speak with Lee Carter.

ACTION: Cllr Davis requested to see the finances for all events before the next meeting. **Lynne has provided detailed accounts and a budget meeting with CM and EH was held. To be discussed further later in the meeting.**

ACTION: Caroline to contact map supplier and ask if the artwork could be designed but if WTC could print. **Done.**

ACTION: Caroline to reach out to the pubs and enquire if they would like to sponsor the map / trail. **Done. 3 pubs out of the 20 had responded.**

ACTION: Caroline to speak with WBB regarding playing Oompah music. **Done**

ACTION: Caroline to investigate daytime Oktoberfest entertainment and food options. **Done**

ACTION: A representative from WTC to attend the forthcoming Police/Street Pastors meeting. **No one was available for the meeting in June but would attend the September meeting. ACTION: Sally Themans was requested to share the notes of the meeting.**

19/26 Correspondence:

- **Community electronic mailing list**

Cllr Holding would like to see the events team interacting with the public at events to ascertain where they come from, how they heard about the event, and a contact email so that a database could be created and then utilised for further promotions.

ACTION: Caroline to create a questionnaire for use at events and begin creating the database.

20/26 Events Budget

It was agreed to move this item to the end of the meeting.

21/26 Recent Events Reflection and Review:

All members agreed that feedback on the recent Midsummer Fayre had been very positive and a great event for Wellington.

The next event was this Saturday with Armed Forces Day, Community open gardens and then the Scooter Day on 4th July.

22/26 Future Events

Oktoberfest

Pub trail:

Caroline mentioned that 3 out of the 20 pubs had contacted her back. At the meeting Sally Themans had with the police about the nighttime economy 2 pubs had attended.

ACTION: It was agreed that Caroline would visit each pub and sell the concept of the pub trail to them.

Getting the pubs on board with the idea was the objective but sponsorship could also be offered as per below:

Bronze package - £30.00 entry onto map

Silver package - £50.00 entry on map with a picture

Gold package - £100.00 entry on map with picture and QR code

Platinum Package - £150 entry on map with picture, QR code and a write up in TIOW.

ACTION: Caroline to investigate map trail holders for each pub

ACTION: Members to consider options for an 'incentive' to completing the trail (but not to encourage binge drinking)

Daytime launch event:

Caroline had approached the Wellington Telford Brass Band, and they would be free to perform oompah style.

A pretzel van would cost over £1k

As the original concept of an Oktoberfest could not be achieved then members agreed not to have a daytime launch event, focus on a launch for Christmas (November) and to put the monies towards printing costs.

23/26 Love wellington report:

The report was tabled at the meeting for members.

Sally Themans reported that footfall was slightly lower than this time last year but had shown people from over 25miles away coming into town.

ACTION: ST to forward PD and EH the footfall figures

She had also met with the Police regarding nighttime economy.

ACTION ST to forward PD emails regarding this

24/26 This is our Wellington Magazine

Members comments from the last meeting had been fed back to Sally and James who subsequently had a meeting with the Clerk to implement. These changes had been made and the next edition now with the printers.

ACTION: Caroline to bring the latest copy of TIOW to the next meeting.

25/26 Noticeboards

Adrienne had been tasked with compiling a report of noticeboards in the town.

ACTION: Caroline to request this report from Adrienne and circulate to members

26/26 Ideas, proposals and event requests for 2026/2027

- TikTok content

Adrienne had suggested that we trial a WTC TikTok account to see if it engages with the younger population.

Members agreed to give this a trial

ACTION: Adrienne to implement TikTok account.

- Tesco Fruit and Veg grant

Caroline showed members the Tesco grant and after a brief discussion it was agreed that the library committee were best placed to take this forward.

ACTION: Caroline to speak with Anna Hill ref the Tesco grant

Caroline then left the meeting to enlarge the budget sheets, upon her return a conversation was had around budgets. The following actions were noted:

ACTION: Caroline to speak with Adrienne about a new Bayley mile route within the town centre.

ACTION: Caroline to ask Adrienne if additional help was needed by Cllrs for Armed Forces day.

ACTION: If giving away gift to children at Bowring Park events could the T & W holiday programme be included. Adrienne to include.

ACTION: Caroline to ensure that events given money from WTC state 'working in partnership with WTC'

27/26 To agree the date and time of the next meeting – Tuesday 28th July 2026 at 6pm

ACTIONS:

ACTION Cllr Davis to speak with Lee Carter about a key to open the old Stead and Simpson shop gates

ACTION: Sally Themens was requested to share the notes of the police / nighttime economy meeting.

ACTION: Caroline to create a questionnaire for use at events and begin creating the community contacts database.

ACTON: It was agreed that Caroline would visit each pub and sell the concept of the pub trail to them.

ACTION: Caroline to investigate map trail holders for each pub

ACTION: Members to consider options for an 'incentive' to completing the trail (but not to encourage binge drinking)

ACTION: ST to forward PD and EH the footfall figures for Wellington

ACTION: Caroline to bring the latest copy of TIOW to the next meeting.

ACTION: Caroline to request the noticeboard report from Adrienne and circulate to members

ACTION: Adrienne to implement TikTok account

ACTION: Caroline to speak with Anna Hill ref the Tesco grant

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