

Wellington Town Council

Town Mayor
Cllr Reg Snell



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EVENTS AND COMMUNICATIONS COMMITTEE MEETING MINUTES FOR TUESDAY 26th
MAY 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: Alison Hinks Town Clerk/CEO and Caroline Mulvihill Events Manager and Deputy CEO

01/26 Welcome and Introductory Comments

Cllr Holding welcomed members to the meeting.

02/26 Apologies for absence

No new apologies were received, Cllr Day's apologies accepted.

03/26 Declaration of interest

None were received

04/26 To elect a new Chairman and Deputy Chairman

Cllr Gorse proposed Cllr Holding as the chairman for the forthcoming year. This was seconded by Cllr Lowe.

Cllr Lowe proposed Cllr Davis as the deputy chairman for the forthcoming year. This was seconded by Cllr Gorse.

With no other nominations and Cllr Holding, Cllr Davis, Cllr Lowe and Cllr Gorse all voting in favour, with no abstentions, Cllr Holding takes position as chair for 26/27 and Cllr Davis as deputy.

05/26 To approve the minutes of the meeting held on the 28th April 2026.

Proposed by Cllr Davis, seconded by Cllr Lowe and RESOLVED UNANIMOUSLY by Cllrs Holding, Cllr Davis, Cllr Lowe and Cllr Gorse that the minutes from 28th April 2026 were a true and accurate record.

06/26 Matters arising from these minutes

ACTION: Adrienne to circulate future TSP reports to councillors – ongoing

ACTION: Adrienne to create a Chill Out, Wellington! report for May's meeting – to be discussed at agenda item 9

ACTION: Adrienne/Cllr Snell to contact Rob Francis re: placing a Lingden Davies stall at the Midsummer Fayre – Reg confirmed that all stalls were taken but the WI would be representing.

ACTION: Sally to contact James Bayliss to discuss options in regard to TIOW – to be discussed at agenda item 11.

ACTION: Adrienne to research car boot sale options.

Caroline reported that her finds back in April 2022 had drawn the same conclusion as Adrienne in that no one who currently works for security wise, the company who ran the car boot, were still in position and therefore no historical details of the car boot were known.

Other companies were available to run car boots, but the cost of this would depend on regularity, size, location and many other factors.

After a brief discussion it was agreed by members that other projects were of priority, and this would be placed on the back burner for now.

07/26 Correspondence:

None

08/26 Recent Events Reflection and Review:

The recent Bayley Mile school road race had been a great success with time records being broken and new schools entering. Members expressed their thanks to all involved for the organisation and running of the event on the day.

ACTION: Caroline to circulate the Bayley Mile Telford Live write up to members

09/26 Future Events

Armed Forces Day

Caroline reported, on Adrienne's behalf, that the Armed Forces Day co-ordination was well under way. Kerry Young has been booked, cakes ordered, Bertie Blighty tbc, security and first aid was booked and decorations / flags to be ordered.

Chill Out, Wellington!

Quotes had been requested by Adrienne for a steel band, the Christmas pudding rodeo was booked, snow machines were purchased and to be operated periodically by the Orbit, the giant pants snowball game was tbc, along with the balloon modelling and glitter tattoos. Mascots had been arranged and 'Santa' would be making an appearance in his shorts!

A snow cone machine would be ordered and operated by the Orbit staff.

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.

Oktoberfest

Pub trail:

Caroline showed members an example of some map trails that could be of a bespoke design and be printed to volumes needed.

The one side would have the map / trail, and the reverse would have a blurb on the 20 Wellington pubs and a QR code.

Prices were as follows:

1000 maps £2773 plus VAT

2000 maps £3798 plus VAT

3000 maps £4902 plus VAT

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

ACTION: Caroline to reach out to the pubs and enquire if they would like to sponsor the map / trail

Daytime launch event:

Caroline had received quotes for Oompah bands between £1000 and £2000 (unfortunately local bands had been booked already) members felt this was a large budget expense and asked if the Wellington Telford Brass Band would be able to help.

ACTION: Caroline to speak with WBB regarding playing Oompah music

Suggestion of a craft workshop in the library, people dressing in costume and some food offering whether this is a voucher system asking local outlets to participate would need further investigation.

ACTION: Caroline to investigate daytime options

Autumn Acoustics

Members would like to see the Autumn Acoustics return for 2026. Caroline to investigate performer options and feedback to members.

Chairs would also be required.

ACTION: Caroline to see if the shutters on the Old Stead and Simpson Shop can be opened and the alcove used

ACTION: Cllr Davis requested to see the finances for all events before the next meeting

10/26 Love wellington report:

The report was tabled at the meeting for members.

ACTION: A representative from WTC to attend the forthcoming Police/Street Pastors meeting

11/26 This is our Wellington Magazine

Hot off the press Caroline tabled V1 of the new design magazine.

Members made the following suggestions:

- Most members approved of the new colour and liked the font
- The My Telford app QR code and brief description to be added to the important contact and numbers section
- WTC office hours opening hours to be added
- Mick and Joe Talbot to have a line each (not together)
- Bottom left of Mayor page a description explaining LW connection to WTC
- Key to important contacts of who responsible i.e. T & W or WTC
- 1 x page dedicated to WTC
- 1 x page dedicated to 'Save the date' – preferably the back page so it can be removed and dates kept
- 2 x pages dedicated to the library detailing future activities
- Email addresses added for all Cllrs
- Bill Tomlinson and Angela McClements wards to be added

12/26 Urgent matters (for information only)

Cllr Lowe reminded members of the following:

6th June – Prince of Egypt performance at All Saints Church

13th June – Midsummer Fayre.

13/26 To agree the date and time of the next meeting – Tuesday 23rd June 2026 at 6pm

ACTIONS:

ACTION: Caroline to circulate the Bayley Mile Telford Live write up to members

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ACTION: Caroline to speak with WBB regarding playing Oompah music

ACTION: Caroline to investigate daytime Oktoberfest entertainment and food options

ACTION: A representative from WTC to attend the forthcoming Police/Street Pastors meeting