

# Wellington Town Council

**Town Mayor**  
Cllr Pat Fairclough



**Town Clerk**  
**KAREN ROPER B.A (Hons),DMS**  
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## WELLINGTON FESTIVAL WORKING GROUP

Minutes of the meeting held via Zoom, on **5<sup>th</sup> May 2021** commencing at 10:30am.

Present

Cllr A Lowe (Chairman)	Apologies: Cllr J Alvey
Cllr J Pierce	
Paola Armstrong	

- 1. Welcome and Introductory remarks.**  
Cllr Lowe welcomed everyone to the meeting.
- 2. Declaration of Interest**  
None
- 3. Apologies for absence:**  
John Alvey. Apologies accepted.
- 4. To confirm the 'notes' from the last meeting 27th April 2021**  
Cllr Lowe confirmed and Cllr Pierce seconded
- 5. Matters arising from those minutes**  
PA sent email to JP/AL (and also emailed AJ) about the filming schedule for Resident Poet (28/4/21)  
PA got letter from Mayor for Resident Poet and Short Story winner signed – to be delivered after the festival. Prizes been paid.  
PA has received the surname of one of the schools poetry winners  
PA typed up winning entries to display in Library – just waiting for Poetry winners.  
PA to ensure prizes/letters for the winners are delivered to recipients (after the festival).  
PA has drafted letters to the 10 finalists of the resident poet comp (plus a special letter for the runner up) and a letter to the runner up in the short story competition. Printed and signed by the Mayor and to be delivered to recipients (after the festival).  
PA written draft to include a message of thanks and to list each individual in the festival pages of This Is Our Wellington  
AL has arranged an interview on Radio Shropshire (6/5/21) to include Diane Saxon  
PA sorted story in Shropshire Star (thanks to ST and Jocelyn Fildes) with quote from JP

AL/PA took delivery of the 25 posters and these have been distributed.

**6. Summary of events (update)**

The links for the live zoom events have been put on the festival page of the WTC website and also emailed to anyone who we think might be interested.

The live events are:

Diane Saxon, Poems and Pints and Book Club

The pre-recorded events will be premiered on YouTube (with the embedded link being put on the festival page of the WTC website). They will also be premiered on the Love Wellington Facebook page – this gives the feel of livestreaming, so that it can be watched at the same time (with comments being monitored).

The pre-recorded events are:

Virtual Art Gallery, Bedtime Stories set of 3 (x3), the 2 history talks, announcement of winners, introduction to the Resident Poet

**7. Promotional week of festival**

So far we have arranged:

4 radio interviews

2 press releases

Details in This Is Our Wellington (distributed to all households)

Posters and flyers handed out/put up all over town

An additional 25 large A3 posters distributed around town

A large number of social media posts

Email distribution (sending Schedule of Events)

Word of mouth

**8. Any other business**

**Feedback and Post Festival Meeting**

It was decided that the next festival meeting would be to discuss how things went.

**Event in Market Square on 10<sup>th</sup> July**

Winners of the short story, poetry and resident poet competitions to be asked to save the date to hopefully have an opportunity to acknowledge their win.

**9. Date and time of next meeting**

The date of the next meeting was confirmed to be held on 12th May 2021 at 10.30am.

This meeting began at 10:30am and was concluded at 11:15am.