

Wellington Town Council

Town Mayor
Cllr Paul Davis



Town Clerk
KAREN ROPER B.A (Hons),DMS
Civic Offices
Larkin Way
Wellington
Telford TF1 1LX
Tel: 01952 567697
E Mail: wellington-shropshire.gov.uk

WELLINGTON FESTIVAL WORKING GROUP

Minutes of the meeting held on 30th March 2022 online via Zoom commencing at 10:00am.

Present

Cllr A Lowe (Chairman)	Apologies:
Cllr J Pierce	
Cllr P Fairclough	
Cllr Joan Gorse	
Paola Armstrong	

1. Welcome and introductory remarks.

Cllr Lowe welcomed everyone to the meeting

2. Declaration of Interest: None

3. Apologies for absence: None

4. To confirm the 'notes' from the last meeting on 2nd March 2022

Cllr Fairclough confirmed and Cllr Pierce seconded

5. Matters arising from those minutes

PA diverted the schools poetry competition entries to the judges

The Wrekin Writers have agreed to judge the Short Story Competition

A marketing budget of £1,500 has been agreed (10/3/2022)

6. Update on festival performances/venues (PA)

Fancy dress walk

A discussion was had about having 2 mascots at the top of the Wrekin (to encourage families to get their children up there). The cost is £260 (for 2 mascots for 2 hours. The cost was agreed and for Peppa and George Pig.

ACTION: PA to book 2 mascots for Sunday 8th May 2022

Poetry Competition

Peggie Harrison – the spelling has been changed.

Presentation for the winners booked for Saturday 11th June (PA has booked Cllr Roberts and the Committee Room). Certificates, prize money, something from Morrisons and photos for social media/TIOW (depending on timescales)

Winners will be notified of this.

Short Story and Resident Poet Competition

Details have also been sent to all the entries from last year.

Friday Night at The Opera (at The Orbit)

We have the go ahead to show the film.

Art Exhibition

An update sent through from Heather Reid regarding a 'public's choice' prize for the adults who enter. Ask the visiting public to vote on which adult's art they like the most. Whoever gets the most votes wins the hamper (which has been donated). There may also be something for the children who enter.

A Taste of Poland (at The Orbit)

The film "Sweat" has now been chosen. More details to be discussed.

ACTION: PA to speak to Dorota for more information

The Endings at The Wrekin

The Endings are now the only band on Friday night at The Wrekin and will be starting at 7:30pm

Godspell

Sue Pointon would like to have some photos of Wellington being played up on the screen to one of the songs. PA waiting for more details.

Lesley Smith and Severn Harmony

Lesley Smith will arrive at 6:45pm for a 7:30pm start. Front row (19 seats) to be reserved for Severn Harmony.

Risk Assessments

T&W not responded to the forms that were filled out by PA for booking for the square.

ACTION: PA to chase up T&W

7. Marketing

D/L Folded 6pp A4 leaflet Qty 2,000
printed in full colour onto 150gsm gloss stock

Large Correx Board signs for mounting on railings etc Qty x3
size 240cm x 100cm
printed in full colour one side only

Small square Correx Board signs for event locations Quantity x10
size 50cm x 50cm
printed in full colour one side only

Roller / pull up Banners Qty x4
800m wide
printed in full colour and assembled

Logo

A new logo has been agreed

Website

PA asked the team to go through everything on the website to check for details.

This Is Our Wellington

The proof has just arrived so should go to print by the end of the week and be ready for distribution mid-April.

Digital board

Cost of 4 ads agreed at last meeting:

Godspell

Wellington Festival (logo and dates)

Fancy Dress Walk

Afternoon at The Belfrey

ACTION: PA to finish the design of the flyers (via James Bayliss) and order all the marketing items that were agreed at the last meeting.

8. Hosts

It was decided to leave this until the next meeting.

ACTION: PA to send the festival schedule document to Caroline, to print for E&C members

9. Any other business

Buckets

JG has put forward a proposal that there is a collection for the Mayor's charities at the events where it is possible to do so. All agreed.

ACTION: PA to buy 6 more buckets

10. Date and time of next meeting

The date of the next meeting was confirmed to be held on Wednesday 13th April 2022 at 10:30am on Zoom

This meeting began at 10:00am and was concluded at 11:30am

ACTIONS:

PA to book 2 mascots for Sunday 8th May 2022

PA to speak to Dorota for more information

PA to chase up T&W

PA to finish the design of the flyers (via James Bayliss) and order all the marketing items that were agreed at the last meeting.

PA to send the festival schedule document to Caroline, to print for E&C members

PA to buy 6 more buckets