

Wellington Town Council

Town Mayor
Cllr R. Snell



CEO/Town Clerk
Alison Hinks
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To: All Councillors

You are hereby summoned to attend the Annual Meeting of Wellington Town Council will be held in the Council Chamber on Tuesday 12 May 2026 commencing at 7.05pm or upon the conclusion of the Annual Parish Meeting that commences at 6.30pm in Wellington Community Library and Residents Hub. Details of the agenda is shown below.

Dated 7 May 2026

Signed *Alison Hinks*

CEO/Town Clerk

Please note that Informal prayers will be said at 7.00pm you are welcome to attend if you wish. Annual Town Meeting to commencing 7.05pm.

Welcome everyone to the meeting and invite Rev. Carter to lead prayers.

AGENDA

- 1. Election of Mayor** – the Town Clerk to call for nominations
- 2. Presentation of the Chain of Office** – to the newly elected Mayor and signing of the Acceptance of Office form.
- 3. New Mayor's Address** – and presentation of past Mayor's medal
- 4. Tributes to the out-going Mayor**
- 5. Election of Deputy Mayor**
- 6. Presentation of the Deputy Mayor's Chain of Office**
- 7. Mayor to ask members to receive and approve apologies**
- 8. To receive and approve declarations of interest**
- 9. Election of Town Council Committees** (appendix 1)
 - a) Policy & Resources Committee – 7 vacancies and Mayor ex officio
 - b) Personnel Committee – 4 vacancies and Mayor ex officio
 - c) Appeals Panel – 3 vacancies and Mayor ex officio
 - d) Planning Committee – 5 vacancies and Mayor ex officio
 - e) Events & Communications Committee – 5 vacancies and Mayor ex officio
 - f) Wellington Community Library Committee – 5 vacancies and Mayor ex officio
- 10. Election of Town Council representatives on Wrekin Area Committee** – 2 vacancies
- 11. Election of Councillors Champions:**
 - a) Youth Champion
 - b) Green Champion
 - c) Health & Wellbeing Champion
- 12. Confirm the appointment of the 2026-27 Internal Auditors**

13. Resolution for the General Power of Competence (appendix 2)

The three conditions for eligibility for the Town Council to be enabled to exercise the General Power of Competence are as follows:

Resolution: the council must resolve at a meeting that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

Electoral mandate: at the time the resolution is passed, at least two thirds of the council must hold office as a result of being declared elected (ie. not co-opted)

Qualified clerk: at the time of resolution is passed, the clerk must hold a recognised professional qualification (eg. Certificate in Local Council Administration, Certificate of Higher Education in Local Policy) and pass the 2012 CiLCA module relating to the General Power of Competence.

As a result of satisfying the above criteria Wellington Town Council is required to pass the following resolution:

The Town Council resolves from 12 May 2026 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

14. Approve the minutes of the meeting held on 14 April 2026 as a true and accurate record (appendix 3).

15. Matters Arising from those Minutes – none all are covered in committee reports.

16. Receive the Minutes of Wellington Town Council Committees and to note the recommendations therein.

- a) Note the draft Policy and Resources Committee minutes and confidential notes dated 5 May 2026 (appendix 4 & 5)
- b) Note the draft minutes of the Planning Committee meeting of 30 April 2026 (appendix 6)
- c) Note the draft minutes of the Events and Communications meeting of 28 April 2026 (appendix 7) – to follow
- d) Note the draft minutes of the Wellington Community Library and Residents Hub committee meeting on 21 April 2026. (appendix 8)
- e) Note the draft minutes of the Local Nature Reserve Working Group meeting of 15 April 2026 (appendix 9)

17. Receive the report from the Community Action Team for April 2026 (appendix 10)

18. Receive the report from the Environmental Action Team for April 2026 (appendix 11)

19. Agree the date of the next Full Council meeting as Tuesday 9 June 2026

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