

Wellington Town Council

Town Mayor
Cllr Reg Snell



Town Clerk
ALISON HINKS

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LIBRARY COMMITTEE MEETING NOTES FOR TUESDAY 21st APRIL 2026 HELD IN LESLEYS ROOM AT THE CIVIC OFFICES COMMENCING AT 6.00PM.

Cllr Holding	Cllr Davis	Cllr Luter	Cllr Gorse
Cllr Jobe			

Also in attendance: Alison Hinks - WTC Town Clerk, Caroline Mulvihill - WTC Deputy Clerk and Anna Hill – Library team leader. Plus 1 member of the public.

94/25 Welcome and Introductory Comments

Cllr Davis welcomed members to the meeting and one member of the public.

95/25 Apologies for absence

No apologies were received.

96/25 Declaration of interest

None were received

97/25 To approve the notes from the last meeting

Proposed by Cllr Luter, seconded by Cllr Holding and **RESOLVED UNANIMOUSLY** by Cllrs Holding, Cllr Davis, Cllr Luter, Cllr Jobe and Cllr Gorse that the minutes from 17th March 2026 were a true and accurate record.

98/25 Matters arising from these minutes

ACTON: Anna to include pictures within the AGM report and Cllr involvement then re-issue - Done

ACTION: Anna to reach out to community groups to see if they have anything to donate to the community room – Ongoing and framed pictures from the Twinning Association have also been hung.

ACTION: Cllr Davis to email Cllr Jobe font and wording for community room signage. After a brief discussion it was agreed to use the font 'New Frank', which is also being used on the centre re-generation finger posts and signs, and to simplify the name to the 'Community Room'. The 'staff only' sign will also be removed to allow space.

ACTION: Members decided to recommend the library staffing report to the personnel committee when the new clerk has started in the role – Done, personnel meeting to be called in May.

ACTION: Caroline to update members with responses from IDT, BiT and Planning regarding the installation of the smart tv's when received – covered on agenda item 6

The one member of the public left at this point.

**99/25 Update from the Library:
Meeting Rooms.**

Anna confirmed that the community room was now on block bookings and available to rent. Anna also mentioned this room to users at the library managers community forum. The final smaller room would now begin to be emptied to create an 'interview room'.

Digital Screens / Smart TV:

Caroline provided the committee with a quote that had just been received for the installation and cost of the two smart TV.

Alison Hinks mentioned that Lee Higgins at T & W had been in contact about a borough wide project to have totems in the town and this could potentially replace or increase the number of screens purchased / installed.

ACTION: Alison to speak with Lee to ascertain what software the totems would use to ensure our potential screens use the same.

Cllr Davis then thanked Caroline and Anna for the work around digital signage, as the revised quotation for the work is a third of the price of the original quotation, representing good value for money for the town council

It was PROPOSED by Cllr Davis and SECONDED by Cllr Holding that the full amount of £3,878.69 plus VAT to be requested from P & R at their next meeting.

ACTION: Alison to add the request of £3,878.69 to P & R Agenda

Cllr Davis thanked all staff involved in this project.

Live Well Hub:

Everything is going well with more community groups getting on board and attending. Observations that some visitors potentially feeling slightly 'put off' by the set up in the Heath Zone has prompted a slight change of location with the spreading of the groups within the library as a trial.

ACTION: Anna to report back on new Live Well Hub layout at the next meeting.

Review of Community Engagement events:

The Easter holiday craft event saw over 250 children and families attend, followed by the seed swop, which saw over 100 come and go throughout the day. Both events would like to be repeated next year.

With the help of Cllr Davis and Cllr Cook pride funding possible additions to the library offering could also include:

Book Club – where members bring their own book to discuss what they liked about it
Men combatting loneliness club

BYO Craft Club

Gardening club – potentially to look after the peace garden also.

ACTION: Anna to analyse why people come into the library and feedback, this may unearth some positive good news stories for social media and help with future target marketing.

ACTION: Caroline to add 'Tourist Hub' to the next agenda

ACTION: Cllr Davis to ask Karl Jones if any new services are provided, such as a Tourist Hub, can they be added to the new fingerposts etc.

100/24 Correspondence
N/A

101/24 Urgent matters (for information only)
N/A

Cllr Davis took this opportunity to then thank all members, and library staff, for their work and commitment to the work of the committee across the year and in providing a successful library transition.

102/24 To agree the date and time of the next meeting – Tuesday 19th May 2026 at 6pm

ACTIONS:

ACTION: Alison to speak with Lee Higgins to ascertain what software the totems would use to ensure our potential screens use the same.

ACTION: Alison to add the screen request of £3,878.69 to P & R Agenda

ACTION: Anna to report back on new Live Well Hub layout.

ACTION: Anna to analyse why people come into the library and feedback, this may unearth some positive good news stories for social media and help with future target marketing.

ACTION: Caroline to add 'Tourist Hub' to the next agenda