

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE OUTSIDE SPACES & ESTATES COMMITTEE HELD ON THURSDAY 1ST DECEMBER 2022 AT 7:00PM IN WELLS TOWN HALL

PRESENT: Cllrs: T Butt Philip, D Denis, S Eden, D Orrett, S Powell (Vice Chair)

IN ATTENDANCE: Town Clerk/RFO, S Luck
Outside Spaces Officer, M Johnson
WCC Staff: C Hobbs
3 Members of the public

Non-attendance: N/A

22/72/OSE APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: L Agabani (Chair), N Kennedy

22/73/OSE DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 26th July 2012.
None declared.

22/74/OSE MINUTES OF THE CITY CENTRE & OPEN SPACES COMMITTEE MEETING HELD ON THURSDAY 3RD NOVEMBER 2022

The minutes were presented and agreed and signed as a true record.

22/75/OSE MEETING OPEN TO PUBLIC

Shirley Garner thanked the members of the Outside Spaces committee for all their enthusiasm and volunteering work.

22/76/OSE OUTSIDE SPACES

i. Skateboard park

Awaiting transfer of assets to be confirmed once there is a Unitary Council. The Skate-board Park proposed site is an asset of value. The Skateboard Park has received Section 106 funding. This funding is time limited to 2 years but an extension will be requested if necessary.

ii. To receive an update from the Outside Spaces Officer

Planting has been completed with Winter plants. The Christmas lights have been put up with more lights on order for the Market Place trees.

A new flower bed has been ordered, as requested by Cllr D Denis.

Awaiting a meeting with the Listed Building Officer at Mendip who can confirm what can be undertaken regarding works to the Bishop's Barn.

A brief discussion took place regarding damage and repairs that will take place to a notice board near the Cathedral and Cycle racks in the High Street.

iii. Wells in Bloom

Cllr D Denis reported that the Competitions will go ahead in 2023 and a survey has been sent out for suggestions for fine tuning the 2023 Competition.

Request made to the Outside Spaces team for planters in locations (other than the Market Place) that could have more environmentally adaptable plants which may require less watering and may be better for pollination.

Cllr S Powell: WIB will have a meeting after Christmas to discuss the hanging basket scheme.

22/77/OSE CEMETERY TREES

- i. Tree condition assessment report
- ii. Tree work schedule report

The Town Clerk reported the Arborist has given quotes for the work required and that work will take place over the next few months. For instance, a pine on the boundary of Coronation Rd needs to be felled and replaced. Any trees removed will be replaced with native species trees.

22/78/OSE PORTWAY ANNEXE

The Town Clerk reported that all the Parking Spaces have been leased out. The work installing the roof insulation is almost completed and a new access loft hatch in the ceiling of the Chamberlain Room has been created. Next year work will take place on pipe lagging to improve room temperatures.

Bookings – 11 groups have moved from the Connect Centre to Portway Annexe.

Cllr D Orrett – The new Venue Assistant has been employed for Monday, Fridays daytime and Thursday evenings and a Town Hall caretaker will cover Tuesdays and Friday evenings.

A discussion took place about hourly rates for weekend work and room booking fees covering the extra staffing cost.

Anna Tumanova has been employed as a Refugee Hub Co-ordinator. Funded through the Charis Charity to run the Ukrainian hub and support the Ukrainian community with languages and offer general support.

The Citizens Advice Kiosk is now in place at Portway Annexe with an additional kiosk intended for the Town Hall.

There are numerous events taking place in the Portway Annexe. Next meeting of the Portway Annexe Management Group is scheduled for 5th January 2023.

A brief discussion took place regarding the schedule for painting the railings, repairing the external lighting and the erection of a stand-alone sign for the building.

The Town Clerk reported that all new staff, existing staff and councillors will be issued lanyards so that they can be identified.

22/79/OSE RECREATION GROUND and Bishop's Barn

- i. The Outside Spaces Officer gave an update on works and upgrades to play equipment.

Awaiting confirmation of a date for a meeting with conservation officers and quotes have been received regarding new play equipment.

Cllr S Powell reported that there is a meeting scheduled for the 8th December 2022 at 17:30hrs at the Portway Annexe of the Wells Recreation Ground Management Group. Interest has been expressed by local residents to attend the meeting. Cllrs: L Agabani, Theo Butt Phillip, S Powell and P Welch sit on the management group.

Cllr D Denise reported that the Ancient Tree Measuring Workshop had taken place.

The Lime trees had been measured in the recreation ground at 20 metres and that the trees required pollarding as before.

22/80/OSE PROPERTIES

The Town Clerk reported that work had been completed on electrical certificate work at the public toilets in the bus station. There is an ongoing issue with the toilets in the recreation ground being misused, which is causing an inordinate amount of time and work for the member of staff to undertake. The opening times of the facility are being monitored and may be changed to manage the situation.

A brief discussion took place about improvements to security, lighting and planting in the area in the future as well as the potential for increased patrol by the PCSO.

22/81/OSE ANY MATTERS OF URGENT REPORT

The Town Clerk thanked Outside Spaces Team for their hard work in erecting the Christmas Lights.

22/82/OSE DATE OF NEXT MEETING: 7pm Thursday 2nd February 2023

EXCLUDE THE PRESS AND PUBLIC

Note: It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private property report.

Minutes signed by The Chair:

Date: