

## **WELLS CITY COUNCIL**

# NOTICE IS HEREBY GIVEN THAT A MEETING OF THE CIVIC AND ARCHIVES COMMITTEE, WHICH MEMBERS ARE SUMMONED TO ATTEND, WILL BE HELD AT WELLS TOWN HALL ON THURSDAY 31<sup>ST</sup> JULY 2025 AT 7:00PM

Please note this meeting will be recorded for the purpose of minute-taking.

Haylee Wilkins Town Clerk 24<sup>th</sup> July 2025

Town Hall Market Place Wells BA5 2RB 01749 673091

e-mail: townclerk@wells.gov.uk

Committee Members:

Cllrs: J Browne, D Denis (Chair), S Eden, D Orrett, T Robbins, H Siggs

## **AGENDA**

Wells City Council has declared a climate emergency. Each agenda item must consider the impact on any policy and decision.

#### 1 APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

#### 2 DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12<sup>th</sup> May 2022.

## 3 APPOINTMENT OF VICE-CHAIR

#### 4 MEETING OPEN TO THE PUBLIC

Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.

# 5 TERMS OF REFERENCE

Draft for review and agreement of the Committee

#### 6 CIVIC REVIEW DOCUMENT

Draft for review and noting of the Committee. Final document to be added to the forward plan for October for sign off

# 7 ARCHIVES OVERVIEW INCLUDING QUARTERLY DATA

Report from the Town Clerk for noting

## 8 REMEMBRANCE SERVICE AND PARADE

Report from the Town Clerk for review and agreement of the Committee

- 9 FORWARD PLAN Committee to advise items for Forward Plan
- 10 ANY MATTERS OF URGENT REPORT
- 11 DATE OF NEXT MEETING: 30<sup>th</sup> October 2025, 7pm in Wells Town Hall

# **EXCLUDE THE PRESS AND PUBLIC**

**Note:** If it is necessary for matters to be considered in confidence it will be proposed by the Chairman that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended, excluding the press and public, in order that confidential items can be discussed.