



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 30TH OCTOBER 2025 AT 7:00PM

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

Haylee Wilkins
Town Clerk

23rd October 2025

Town Hall
Market Place
Wells BA5 2RB
01749 673091
e-mail: townclerk@wells.gov.uk

Committee Members:

Cllrs: L Agabani, J Browne, D Denis (Chair),
D Orrett, T Robbins, H Siggs (Vice-Chair)

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 12th May 2022.
- 3 MINUTES OF THE MEETING OF THE CIVIC AND ARCHIVES COMMITTEE, HELD ON THURSDAY 31ST JULY 2025**
To approve and sign the minutes of the previous meeting.
- 4 MEETING OPEN TO THE PUBLIC**
Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.
- 5 TWINNING UPDATE**
Update and report from Town Clerk (attached)
- 6 MAYOR REGALIA PROPOSAL**
Report from Mayor and Town Clerk (attached)
- 7 ARCHIVIST UPDATE**
Verbal report from Archivist

8 HERITAGE DAY FEEDBACK

Verbal update from Town Clerk and Archivist

9 REMEMBRANCE SERVICE AND PARADE UPDATE

Verbal update from the Town Clerk

10 APPOINTMENT OF TOWN CRIER

Verbal update from the Town Clerk and introduction to new Crier & future development of the role and regalia

11 COUNCILLOR TOUR OF THE TOWN HALL

Proposal from Cllr D Denis to have a councillor tour of the Town Hall and create a crib sheet of facts for any Mayor/Dep Mayor/councillor who may guide any visitors around as a civic duty.

12 FORWARD PLAN

Committee to advise items for Forward Plan

13 ANY MATTERS OF URGENT REPORT

14 DATE OF NEXT MEETING: 19th February 2025, 6pm 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.