



## 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 19<sup>TH</sup> FEBRUARY 2026 AT 6:00PM**

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

Haylee Wilkins  
Town Clerk

12<sup>th</sup> February 2026

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, 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.*

<b>1</b>	<b>APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS</b>
<b>2</b>	<b>DECLARATIONS OF INTEREST</b> To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12 <sup>th</sup> May 2022.
<b>3</b>	<b>MINUTES OF THE MEETING OF THE CIVIC AND ARCHIVES COMMITTEE, HELD ON THURSDAY 30<sup>TH</sup> OCTOBER 2025</b> To approve and sign the minutes of the previous meeting.
<b>4</b>	<b>ACTIONS FROM THE PREVIOUS MEETING</b>
<b>5</b>	<b>MEETING OPEN TO THE PUBLIC</b> Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.
<b>6</b>	<b>TWINNING PRESENTATION</b> Update from Chair of Twinning Association of future actions of the Association (Chair of the Twinning Association will join for this item only)
<b>7</b>	<b>ARCHIVIST UPDATE &amp; PROPOSED FORWARD PLAN</b> Verbal report from Archivist

<b>8</b>	<b>DISCUSISION OF CURRENT STANDING ORDERS AND PROCESS</b> To discuss possible amendments of standing orders						
<b>9</b>	<b>CIVIC SERVICE UPDATE</b> Verbal update from the Town Clerk						
<b>10</b>	<b>FORWARD PLAN</b> Committee to advise items for Forward Plan <table border="1"> <tr> <td>Robe and Regalia Review</td><td>TBC</td></tr> <tr> <td>Town hall Crib Sheet Update</td><td>TBC</td></tr> <tr> <td>Civic Guide Review</td><td>TBC</td></tr> </table>	Robe and Regalia Review	TBC	Town hall Crib Sheet Update	TBC	Civic Guide Review	TBC
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<b>11</b>	<b>ANY MATTERS OF URGENT REPORT</b>						
<b>12</b>	<b>DATE OF NEXT MEETING: 16<sup>th</sup> April 2026, 6pm in Wells Town Hall</b>						
<b>EXCLUDE THE PRESS AND PUBLIC</b>  <b>Note:</b> 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.							