



WELLS CITY COUNCIL

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE ESTATES COMMITTEE, WHICH MEMBERS ARE SUMMONED TO ATTEND, WILL BE HELD AT WELLS TOWN HALL ON THURSDAY 5TH JUNE 2025 AT 7:00PM

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

Haylee Wilkins
Town Clerk

29th May 2025

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

Committee Members:

Cllrs: S Cursley, G Folkard, T Kolizeras,
D Orrett, G Robbins, H Siggs (Chair), P Welch

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 APPOINTMENT OF VICE CHAIR**
- 4 ACTIONS FROM THE OUTSIDE SPACES & ESTATES COMMITTEE MEETING HELD ON 3RD APRIL 2025**
- 5 MINUTES FROM THE OUTSIDE SPACES & ESTATES COMMITTEE MEETING HELD ON 3RD APRIL 2025**
To approve and sign the minutes of the previous meeting.
- 6 MEETING OPEN TO THE PUBLIC**
Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.
- 7 PROPERTY ASSET MANAGEMENT STRATEGY (attached page 3 - 10)**
Report for consideration

8 FORWARD PLAN

Item	Proposed date for consideration
Planned Preventative Maintenance Programme and Condition Survey (excl. Chapel and Cemetery)	July 2025
Fees and Charges Benchmarking (onward to Finance Committee)	July 2025
Building usage and Analysis - Headlines	July 2025
Energy Performance Review - Utility Monitor	Aug 2025
Portway Annexe – Charis User Agreement	Aug 2025
Planned Preventative Maintenance Programme updated to include Chapel and Cemetery	Oct 2025*dependant of vacancy

9 ANY MATTERS OF URGENT REPORT

10 BUILDING WALK AROUND

Councillors and staff only

11 DATE OF NEXT MEETING: 3rd July 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.