

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 4^{TH} SEPTEMBER 2025 AT 7:00PM

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

Haylee Wilkins Town Clerk 28th August 2025

Town Hall Market Place Wells BA5 2RB 01749 673091

e-mail: townclerk@wells.gov.uk

Committee Members:

Cllrs: T Butt Philip, 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 ACTIONS FROM THE OUTSIDE SPACES & ESTATES COMMITTEE MEETING HELD ON 3RD JULY 2025
- 4 MINUTES FROM THE OUTSIDE SPACES & ESTATES COMMITTEE MEETING HELD ON 3RD JULY 2025

To approve and sign the minutes of the previous meeting.

5 MEETING OPEN TO THE PUBLIC

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

6 DATA ANALYSIS, BENCHMARKING AND FEES AND CHARGES REPORT

To review and agree the attached report and recommendations

7 LANDLORD UPDATES

Verbal update from the Town Clerk

8 CONTRACTORS AND PROCUREMENT UPDATE

Verbal update from the Town Clerk

9 COUNCILLOR WORKSHOP

Verbal update and request from the Town Clerk

10 FORWARD PLAN

Estates Committee Forward Plan	
Item	Proposed date for consideration
Fees Charges Benchmarking (onward to Finance Committee)	Sept 2025
Building usage and Analysis – Bishop's Barn	Sept 2025
Planned Preventative Maintenance Programme and Condition Survey (excl. Chapel and Cemetery)	Oct 2025
Energy Performance Review - Utility Monitor	Oct 2025
Building usage and Analysis – Chapel and Cemetery	Oct 2025
Planned Preventative Maintenance Programme updated to include Chapel and Cemetery	Oct 2025*dependant of vacancy

11 ANY MATTERS OF URGENT REPORT

11 DATE OF NEXT MEETING: 2nd 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.