



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 6TH NOVEMBER 2025 AT 7:00PM

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

Haylee Wilkins
Town Clerk

30th October 2025

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

Committee Members:

Cllrs: T Butt Philip, S Cursley, S Eden,
G Folkard, T Kolizeras, 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 ESTATES COMMITTEE MEETING HELD ON 2ND OCTOBER 2025**
- 4 MINUTES FROM THE ESTATES COMMITTEE MEETING HELD ON 2ND OCTOBER 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 LEGIONELLA MANAGEMENT**
The adoption of the following, as attached by email:
 - Legionella Management Plan
 - Legionella Policy
- 7 CEMETERY LODGE**
Verbal update from the Town Clerk regarding improvements made.

8 TOWN HALL KITCHEN

Verbal update from the Town Clerk regarding future provision.

9 LANDLORD UPDATES

Verbal update from the Town Clerk:

- Il Postino – Market Hall
- Crown – Market Place
- Wells Film Centre – Princes Road
- Roderick Thomas – Old Post Office
- Ask – Market Hall (**COMMERCIALLY CONFIDENTIAL**)

10 FORWARD PLAN

Estates Committee Forward Plan	
Item	Proposed date for consideration
Building Usage and Analysis – Bishop's Barn	Dec 2025
Planned Preventative Maintenance Programme and Condition Survey (excl. Chapel and Cemetery)	Dec 2025
Building Usage and Analysis – Chapel and Cemetery	Dec 2025
Planned Preventative Maintenance Programme updated to include Chapel and Cemetery	Dec 2025*dependant of vacancy

11 ANY MATTERS OF URGENT REPORT

12 DATE OF NEXT MEETING: 4th December 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.