



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 30th APRIL 2026 AT 7:00PM

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

Haylee Wilkins
Town Clerk

23rd April 2026

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 MINUTES FROM THE ESTATES COMMITTEE MEETING HELD ON 2nd APRIL 2026**
To approve and sign the minutes of the previous meeting.
- 4 ACTIONS FROM THE ESTATES COMMITTEE MEETING HELD ON 2nd APRIL 2026**
- 5 MEETING OPEN TO THE PUBLIC**
Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.
- 6 OFFICER UPDATE REPORT**
Verbal update of any significant areas of note.
- 7 ENERGY PERFORMANCE CERTIFICATION (EPC) UPDATE (report attached)**
To receive update paper from Estates Manager.
- 8 WELLS RECREATION GROUND TRUST (WRGT)**
Working discussion associated with items for consideration at next working group.

9 LANDLORD UPDATES

Tenant	Location	Lease end date
Il Postino	Old Post Office, Market Hall, Market Place	19/11/2035
The Crown	8-10 Market Place	23/06/2036
The Crown	Market Place	28/09/2053
Roderick Thomas	Old Post Office, 1 Priory Road	06/07/2033
Ask	Market Hall, Market Place	29/09/2028
Wells Film Centre	Princes Road	TBC
Mr E Philips	Portway Annexe	11/02/2027
Wells City Band	Portway Annexe	10/03/2030
Wells Bowls Club	(WRGT) Wells Recreation Ground	2035

10 TENANCY UPDATES

Location	Operational use	Lease end date
Underwood Business Park Wookey Hole Road, BA5 1AF	Open Spaces storage and maintenance	02/05/2028
Peak Builders Merchants Ltd - Coal Yard	Open Spaces storage	n/a
Underwood Car and Commercial	Open Spaces additional parking	n/a

11 FORWARD PLAN

Topic	Month

12 ANY MATTERS OF URGENT REPORT

13 DATE OF NEXT MEETING: 4th June 2026, 7pm, 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.



Agenda Item 7

Wells City
Council



Authors	Lisa Wassell
Committee Update	Estates Committee
Date of consideration	30.04.2026

Background

This paper has been prepared in accordance with the changes previously outlined to the Committee regarding the Renters’ Rights and Energy Performance Certificates (EPC) legislation updates, which are scheduled to come into force from 1 May 2026.

Current Position

- The legal minimum EPC rating for commercial lettings remains E.
- EPCs for commercial buildings remain valid for 10 years.
- A valid EPC is required when a property is sold, let, re-let, newly constructed, or substantially refurbished.
- Unlike DEC’s EPCs do not impose minimum size requirements.

Exemptions remain available where:

- All cost-effective measures have been undertaken;
- Improvements would reduce property value by more than 5%;
- Third-party consent cannot be obtained;
- A new owner is within the 6-month grace period.

Exemptions must be registered and renewed every 5 years.

Implications for the Council

- The Council must ensure all commercial assets within scope meet the minimum EPC rating and maintain valid certification.
- Forward planning is required to prepare for the anticipated uplift to EPC C standards.
- Additional capital investment may be required to upgrade building fabric, heating systems, and energy controls.
- Non-compliance carries significant financial and reputational risk.

Current Council Asset Status

The Council’s property portfolio has been analysed and the current EPC status for each asset is set out below. A number of sites do not hold a valid Energy Performance Certificate. Where this is the case, and where a previous certificate exists, the most recently valid EPC or DEC rating has been used to indicate the likely current position; this has been clearly highlighted in the schedule.

Site	Status	Expiry	Previous rating	Action
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Town Hall	Due	N/A	Not known	Appoint a contractor to deliver, review the resulting ratings to determine the works required to achieve compliance
Portway Annexe	Due	N/A	Not known	Appoint contractor to deliver, may require further works to meet new legislation by 2030
1 Priory Road	Due	N/A	D	Appoint contractor to deliver, based on previous rating it is derived there will be identified improvements which will require implementation to achieve compliance.
Ask	Due	N/A	Not known	Appoint a contractor to deliver, review the resulting ratings to determine the works required to achieve compliance
Il Postino	Active	14/01/2030	E	Works required to meet new legislation by 2030
The Crown	Due	N/A	Not known	Appoint a contractor to deliver, review the resulting ratings to determine the works required to achieve compliance
8-10 Market Place	Due	N/A	Not known	Appoint a contractor to deliver, review the resulting ratings to determine the works required to achieve compliance
Bishop's Barn	Due	N/A	Not known	Appoint a contractor to deliver, review the resulting ratings to determine the works required to achieve compliance
Bowls Club	Due	N/A	Not known	Appoint a contractor to deliver, review the resulting ratings to determine the works required to achieve compliance
Princes Road Bus Station	Active	16/11/2026	G	Works required to meet new legislation by 2030
Underwood Business Park	Active	09/03/2032	D	Works required to meet new legislation by 2030
Wells Film Centre	Active	03/03/2035	B	None to meet new legislation by 2030

Any recorded rating below 'C' will require actions to be conducted to improve the energy efficiency

As previously reported, the Council's Corporate Landlord portfolio was not included within the Planned Preventative Maintenance (PPM) programme. As a result, the costs associated with undertaking energy efficiency works to tenanted commercial properties have not been accounted for in prior financial planning.

Given the Government's trajectory toward requiring EPC Band C for all commercial properties by 2030, the Council will now need to factor these upgrade costs into its medium-term financial planning. This will include works relating to building fabric, heating systems, and energy performance improvements across the commercial estate to ensure full compliance with forthcoming Minimum Energy Efficiency Standards (MEES) requirements.

The Council therefore should prioritise actions on properties with F/G ratings and work through until a minimum rating of 'C' is achieved across the Council's portfolio.

The Corporate Risk register has been updated to ensure this reflects the Council's current position and the completion of recommended actions within this report and subsequently identified energy efficiency works will resolve the risk in time (subject to third party consent).

**Exclusions**

Where the Council only rents land for the purposes of waste disposal and/or parking it has not been included within this report at this time as the changes do not affect this operation.

Recommendations for Committee Consideration and agreement:

- The Committee is asked to acknowledge the report and refer the associated costs to the Finance Committee for approval, ensuring the Council's compliance with the new legislation.