



WELLS CITY COUNCIL

COUNCIL SUMMONS

NOTICE IS HEREBY GIVEN THAT THE MEETING OF WELLS CITY COUNCIL, WHICH MEMBERS ARE SUMMONED TO ATTEND, WILL BE HELD IN WELLS TOWN HALL ON THURSDAY 22ND MAY 2025 AT 7.00PM

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

Haylee Wilkins
Town Clerk

A handwritten signature in black ink, appearing to read 'Haylee Wilkins'.

Town Hall, Market Place
Wells BA5 2RB

01749 673091

e-mail: townclerk@wells.gov.uk

15th May 2025

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 COUNCIL MEMBERS

To receive any apologies for absence.

2 DECLARATIONS OF INTERESTS

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.

3 MINUTES OF THE MEETING OF THE CITY COUNCIL HELD ON 24TH APRIL 2025

To be confirmed as a true record and signed by the Mayor.

4 MEETING OPEN TO THE PUBLIC

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

5 MAYOR'S ANNOUNCEMENTS

Mayor's Diary

- i. 25th May Wells Festival of Running
- ii. 3rd Jun Meeting with the Dean, Dean's Lodging
- iii. 4th Jun Swan Hotel Reopening
- iv. 4th Jun Street Parish Council's Community Awards & Investiture Ceremony – Deputy Mayor attending
- v. 7th Jun Bath Civic Procession and Mayor Ceremony
- vi. 8th Jun Twinning BBQ, Wells Museum
- vii. 14th Jun Act to Adapt Launch, Wells Town Hall
- viii. 17th Jun Wells Refugees Awareness Day, Wells Cathedral Education Room
- ix. 18th Jun Opening of Bubwith Chapel, Almshouses

6 STAFFING COMMITTEE

To receive the minutes of the meeting held on 8th May 2025 (attached)

7 FINANCE & COUNCIL MATTERS COMMITTEE

To receive the minutes of the meeting held on 8th May 2025 (attached)

8 THANK YOU TO OUTGOING TOWN CLERK

Official thank you from Council to Mr Stephen Luck

9 TO APPOINT MEMBERS TO SERIVCE ON THE COUNCIL'S COMMITTEES AND TO ELECT COMMITTEE CHAIRS

Committees:

- Finance Committee
- Staffing & Personnel Committee
- Planning Advisory Committee
- Estates Committee
- Civic and Archives Committee
- Outside Spaces Committee

10 CALENDAR OF MEETINGS & ENGAGEMENTS

To approve calendar (attached)

11 TO CONSIDER FINANCIAL POLICIES

To consider and approve financial policies presented to Finance and Council Matters

- Financial Regulations
- Investment Policy
- Debt Recovery Policy

12 TO CONSIDER THE TRAFFIC PROPOSALS PRESENTED BY THE OUTSIDE SPACES COMMITTEE

Proposals to follow

13 PROPOSAL FROM CLLR G ROBBINS

To seek to gain permission to fly the pride flag from Wells Town Hall on June 14th for Wells Pride.

14 TO RECEIVE REPORTS FROM COUNCILLORS/TRUSTEES ON OUTSIDE BODIES

15 TO RECEIVE ANY WRITTEN REPORTS FROM SOMERSET COUNCILLORS

16 ANY OTHER URGENT MATTERS OF REPORT

17 FORWARD PLAN

Full City Council Forward Plan	
Item	Proposed date for consideration
Corporate Risk Register (Adoption of process)	June 2025
Wells Recreation Ground Trust Governance Review	June 2025
Internal Audit	June 2025
External Audit	June 2025
Corporate Risk Register	October 2025
Devolution mid-year review	October 2025

Annual Budget	January 2026
Corporate Risk Register	February 2026
Annual Governance Review (Inc Standing Orders, Financial Regulations and Scheme of Delegation)	February 2026
Calendar of Meetings and Engagements	March 2026
Preparation for internal audit (Appropriation and Asset List)	March 2026
General Power of Competency	Every political cycle

18 DATE OF NEXT MEETING

The next meeting of Wells City Council will be **Thursday 19th June 2025, 7pm**

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.

Circulation List

Town Clerk/RFO Town Clerk Assistant Cemetery & Burial Officer Outside Spaces Officer Wells City Council members	Somerset Councillors Serjeants-at-Mace Mayor's Chaplain Town Crier Wells Civic Society WCC Internal Auditor	Wells Journal & Wells Voice Wells Chamber of Commerce The Bishop's Palace Wells Cathedral Avon & Somerset Police
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