



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 26TH JUNE 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

19th June 2025

AGENDA

Wells City Council has declared a climate emergency. Each agenda item must consider the impact on any policy and decision.

The Mayor respectfully requests that all members of Council and supporting Officers, where able, stand to present or discuss items of Full City Council, this is as referenced in the Wells City Council Civic Guide, as adopted.

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 22ND MAY 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. 20th June Sounds Joyful, Wells Cathedral
- ii. 21st June William Turner Open Garden, Wells Cathedral
- iii. 22nd June Refugee Awareness Day, Eveningsong, Wells Cathedral
- iv. 23rd June Prep School Production, Wells Cathedral School
- v. 3rd July Symphony Concert, Wells Cathedral School
- vi. 4th July Speech Day, Wells Cathedral School
- vii. 6th July Romulus & Remus Italian Festival, Palace Fields
- viii. 9th July Wells in Bloom Awards, Bishop's Palace

- 6 PLANNING ADVISORY COMMITTEE**
i. To receive the revised minutes of the meeting held on 17th April 2025 (attached)
ii. To receive the minutes of the meeting held on 29th May 2025 (attached)
iii. To receive the minutes of the meeting held on 19th June 2025 (to follow)
- 7 OUTSIDE SPACES COMMITTEE**
To receive the minutes of the meeting held on 5th June 2025 (attached)
- 8 ESTATES COMMITTEE**
To receive the minutes of the meeting held on 5th June 2025 (attached)
- 9 STAFFING AND PERSONNEL COMMITTEE**
To receive the minutes of the meeting held on 12th June 2025 (attached)
- 10 FINANCE COMMITTEE**
To receive the minutes of the meeting held on 12th June 2025 (attached)
- 11 INTERNAL AUDIT**
To receive the internal audit report (attached by email)
- 12 EXTERNAL AUDIT**
i. To approve and sign the annual governance statements for 2024-25 (attached by email)
ii. Approve and sign the annual statement of accounts 2024-25 (attached by email)
iii. To acknowledge the timeframe of exercise of public rights
- 13 APPROVAL OF COUNCIL STANDING ORDERS**
To approve the Council Standing Orders, as attached and endorsed by Finance Committee.
- 14 RESOLUTION TO BORROW VIA PUBLIC WORKS LOAN BOARD**
As approved by Finance Committee, "To determine at the Wells City Parish Council Meeting of Thursday 12th June 2025 that it sought to seek the approval of the Secretary of state for housing and communities and local government to apply for borrowing approval for a loan of £150,000 over a borrowing term of 25 years, to purchase the premises on Princes Road in Wells, occupied by Wells Film Centre. The annual loan repayments will come to £30,000. It is not intended to increase the council tax precept for the purpose of the loan repayments."
- 15 CALENDAR OF MEETINGS & ENGAGEMENTS**
To approve calendar (attached by email)
- 16 DRAFT CORPORATE PRIORITIES 2025-2027**
To consider the report and drafts attached.
- 17 DRAFT CLIMATE ADAPTATION PLAN FOR WELLS**
To consider the report and drafts attached.
- 18 DRAFT CORPORATE RISK POLICY AND SUPPORTING RISK REGISTER**
To consider the report attached.
- 19 WELLS RECREATION GROUND TRUST GOVERNANCE OVERVIEW**
To note the attached report.
- 20 MOTION FROM CLLR WELCH**
To consider the following motion from Cllr P Welch:

Wells City Council to support the Community Day in Wells Cathedral on Saturday 17th January 2026 by taking a stall there. This would be an opportunity for the Council to engage with the 1,000 residents expected to attend.

21 TO RECEIVE REPORTS FROM COUNCILLORS/TRUSTEES ON OUTSIDE BODIES

22 TO RECEIVE ANY WRITTEN REPORTS FROM SOMERSET COUNCILLORS

23 ANY OTHER URGENT MATTERS OF REPORT

24 FORWARD PLAN

Full City Council Forward Plan	
Item	Proposed date for consideration
Youth Provision Planning Update	July 2025
Outside Body and Committees	July 2025
Skatepark Project Governance	September 2025
Corporate Risk Register	October 2025
Devolution mid-year review	October 2025
Police and Crime Commissioner, Crime and CCTV overview	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
Youth Council Proposals	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

25 DATE OF NEXT MEETING

The next meeting of Wells City Council will be **Thursday 24th July 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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