



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 24TH JULY 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

17th July 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 INTEREST

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 26TH JUNE 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. 6th Aug Hiroshima Commemoration, Bishop Palace Moat
- ii. 9th Aug Wells Railway Fraternity Exhibition, Wells Town Hall
- iii. 9th Aug Glastonbury Mayor's Day, Glastonbury Town Hall
- iv. 25th Aug Wells Moat Boat Race
- v. 2nd Sept Darts Presentation Evening, The Venue
- vi. 6th Sept Dinder Flower Show
- vii. 13th Sept Bad Durkheim, Germany visit, John North Chair of Twinning attending
- viii. 13th Sept A Modern Day Pilgrimage, Charity Event for Wells Almshouses

- ix. 14th Sept Battle of Britain Commemoration, St Michael's Church, Shepton Mallet
- x. 20th Sept Dutch Choir Visit, Wells Town Hall
- xi. 25th Sept Axbridge Blackberry Carnival

6 OUTSIDE SPACES COMMITTEE

To receive the minutes of the meeting held on 3rd July 2025 (attached)

7 ESTATES COMMITTEE

To receive the minutes of the meeting held on 3rd July 2025 (attached)

8 STAFFING AND PERSONNEL COMMITTEE

To receive the minutes of the meeting held on 10th July 2025 (attached)

9 FINANCE COMMITTEE

To receive the minutes of the meeting held on 10th July 2025 (attached)

10 PLANNING ADVISORY COMMITTEE

To receive the minutes of the meeting held on 17th July 2025 (to follow)

11 AGREEMENT OF OUTSIDE BODIES

To agree representation

12 BOUNDARIES COMMISSION REVIEW

To receive report from Cllr Butt Philip on the proposed amendments and impacts

13 CSS SUB CONTRACT AGREEMENT

To receive report from Town Clerk and approve contract. Confidential appendices circulated to Councillors only.

14 COMMUNITY HOSPITAL CONSULTATION

To receive information from Town Clerk regarding intended closures and Council action.

15 CORPORATE PRIORITIES 2025 – 2028

To approve draft priorities and associated consultation

16 BUSINESS CONTINUITY

To approve the Council's business continuity plan. Confidential appendices circulated to Councillors only.

17 AGENDA PREPARATION UPDATE

To receive update from Town Clerk

18 REDUNDANCY POLICY ADOPTION

To note and adopt the policy

19 EMPLOYEE HANDBOOK ADOPTION

To agree the amendments as noted

20 YOUTH COMMUNITY BID UPDATE

To receive update from Town Clerk

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
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 25th September 2025, 7pm**

PLEASE NOTE: Thursday 25th September 2025, 6pm, Bi Annual Parish Meeting

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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