



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 27TH NOVEMBER 2025, 7PM

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

Haylee Wilkins
Town Clerk

Town Hall, Market Place
Wells BA5 2RB

01749 673091

e-mail: townclerk@wells.gov.uk

20th November 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 23RD OCTOBER 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

Council Diary

- Saturday 6th December, Wells Extended Christmas Market from 9am until 3pm

- Thursday 18th December, Full City Council, 6pm will be attended by the Police & Crime Commissioner. Councillors are asked to submit questions to the Town Clerk in advance.
- Thursday 18th December, 7:45pm in Parkes Room, Wells Town Hall. All Councillors, Civic Staff and WCC staff invited to a Christmas Celebration & Civic Awards Evening. (This will follow the scheduled Full Council Meeting). Partners are also invited.

Mayor's Diary

- i. 1st Dec Wells and Transatlantic Slavery
- ii. 2nd Dec Practice Plus Group Hospital Opening Ceremony, Shepton Mallet
- iii. 6th Dec Opening of Wells Extended Christmas Market, Cathedral Green
- iv. 6th Dec Crib Festival, St Cuthbert's Church
- v. 6th Dec Messiah Concert, Wells Cathedral
- vi. 7th Dec Santa Fun Run, Market Place
- vii. 7th Dec Advent Carol Service for Wells Cathedral School, Wells Cathedral
- viii. 8th Dec Somerset Music Christmas Concert, Wells Cathedral
- ix. 9th Dec Good Afternoon Choir Christmas Concert, St Thomas Church (Deputy Mayor attending)
- x. 9th Dec Almshouses Christmas Carol Service, Almshouses
- xi. 9th Dec Cathedral Prep School Christmas Celebration, Wells Cathedral (Deputy Mayor attending)
- xii. 10th Dec Age UK Somerset's Carol Service, Wells Cathedral
- xiii. 10th Dec St John Ambulance Presentation Evening, St Thomas' Church (Town Crier attending)
- xiv. 11th Dec Grand Organ Appeal Candlelight Recital, Wells Cathedral
- xv. 14th Dec Wells City Band Concert, Cedars Hall
- xvi. 18th Dec Mayor's Christmas Celebration & Civic Awards Evening, Wells Town Hall
- xvii. 20th Dec Christmas with the Rifles, Taunton Minster
- xviii. 21st Dec Carols by Candlelight, Wells Cathedral

6 PLANNING ADVISORY COMMITTEE

To receive the minutes of the meeting held on:

27th October 2025 - by Delegated Authority (attached by email)

6th November 2025 (attached by email)

10th November 2025 - by Delegated Authority (attached by email)

20th November 2025 (to follow)

7 OUTSIDE SPACES COMMITTEE

To receive the minutes of the meeting held on 6th November 2025 (attached by email)

8 ESTATES COMMITTEE

To receive the minutes of the meeting held on 6th November 2025 (attached by email)

9 STAFFING AND PERSONNEL COMMITTEE

To receive the minutes of the meeting held on 13th November 2025 (attached by email)

10 FINANCE COMMITTEE

To receive the minutes of the meeting held on 13th November 2025 (attached by email)

11 CORPORATE PRIORITIES ADOPTION

To receive the draft priorities document and community survey feedback from the Town Clerk (attached by email)

12 TO RECEIVE REPORTS FROM COUNCILLORS/TRUSTEES ON OUTSIDE BODIES

13 TO RECEIVE ANY WRITTEN REPORTS FROM SOMERSET COUNCILLORS

14 ANY OTHER URGENT MATTERS OF REPORT

15 FORWARD PLAN

Full City Council Forward Plan	
Item	Proposed date for consideration
Draft Budget Adoption	December 2025
Police and Crime Commissioner, Crime and CCTV overview	December 2025
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

16 DATE OF NEXT MEETING

The next meeting of Wells City Council will be **Thursday 18th December 2025, 6pm**
In attendance Clare Moody, Police & Crime Commissioner

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 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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