



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 29TH JANUARY 2026, 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

22nd January 2026

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.

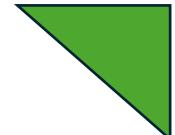
3 MINUTES OF THE MEETING OF THE CITY COUNCIL HELD ON 18TH DECEMBER 2025

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

4 ACTIONS FROM THE MEETING OF THE CITY COUNCIL HELD ON 18TH DECEMBER 2025

5 MEETING OPEN TO THE PUBLIC

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



6 MAYOR'S ANNOUNCEMENTS

Mayor's Diary

- i. 28th Jan Visit to Plymouth Synagogue, Somerset Interfaith Forum
- ii. 5th Feb Meeting with Headmaster of Wells Blue School
- iii. 8th Feb Welcome & Installation of the Right Rev Dr Fiona Gibson as Bishop of Taunton in Wells Cathedral
- iv. 11th Feb Wells Blue School Production 'The Forbidden Planet'

Free Prostate Cancer Testing event, Saturday 21st February, 10am – 4pm in Wells Town Hall. Prior booking is required <https://mypsatests.org.uk/events/>

The Deans Fire walk for charity, SWEDA supporting people affected by eating disorders and body image, Friday 17th April, 6pm – 9pm, Wells Cathedral Green

7 FINANCE COMMITTEE

To receive the minutes of the meeting held on 15th January 2026 (attached)

8 PLANNING ADVISORY COMMITTEE

To receive the minutes of the meeting held on 22nd January (to follow)

9 ANNUAL GOVERNANCE REVIEW

To adopt policies approved by the Finance Committee (attached by email)

- i. Standing Orders
- ii. Financial Regulations
- iii. Scheme of Delegation

10 ANNUAL POLICY REVIEW

To adopt council policies approved by the Finance Committee (attached by email)

- i. Protocol for Councillors and Staff
- ii. Ethical Procurement Policy
- iii. Councillor Discrimination, Bullying and Harassment Policy

11 MEMORANDUM OF UNDERSTANDING FOR TOR HILL COMMUNITY GROUP AND TOR STREET GARDENS

To approve the draft agreements (attached by email)

12 CIVIC REGALIA FOR TOWN CRIER

To receive proposals from Town Clerk (report attached by email)

13 SOMERSET DRAGON

To receive reports from the Town Clerk (reports attached by email)

14 COMMUNITY DAY FEEDBACK

To receive report from the Town Clerk (report attached by email)

15 CORPORATE RISK REGISTER REVIEW Q3

To receive update from the Town Clerk as endorsed by the Finance Committee (Risk Register attached by email)

16 PRIORITIES AND PROJECT PLANNING

To receive verbal update from the Town Clerk

17 TO RECEIVE REPORTS FROM COUNCILLORS/TRUSTEES ON OUTSIDE BODIES

18 TO RECEIVE ANY WRITTEN REPORTS FROM SOMERSET COUNCILLORS

19 FORWARD PLAN

Full City Council Forward Plan	
Item	Proposed date for consideration
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

20 ANY OTHER URGENT MATTERS OF REPORT

21 DATE OF NEXT MEETING

The next meeting of Wells City Council will be **Thursday 26th February 2026, 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 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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