



WELLS CITY COUNCIL

COUNCIL SUMMONS

NOTICE IS HEREBY GIVEN THAT THE
ANNUAL MEETING OF WELLS CITY COUNCIL,
MAYOR-MAKING,
WHICH MEMBERS ARE SUMMONED TO ATTEND,
WILL BE HELD IN THE BALLROOM AT
WELLS TOWN HALL ON
SATURDAY 16TH MAY 2026
AT 4.30PM

HAYLEE WILKINS
TOWN CLERK

7TH MAY 2026

A handwritten signature in black ink, appearing to read 'Haylee Wilkins', is positioned below the printed name and title.

TOWN HALL
MARKET PLACE
WELLS BA5 2RB

01749 673091

E-MAIL: TOWNCLERK@WELLS.GOV.UK

PROCESSION

(Please remain standing during procession; then sit)

Preliminaries:

WELCOME AND APOLOGIES FOR ABSENCE

THE OUTGOING MAYOR

- i. The vote of thanks
- ii. The outgoing Mayor's speech

Formal session:

AGENDA

1. ELECTION OF MAYOR

- i. Nominations
- ii. Declaration of the election of the 652nd Mayor
- iii. The new Mayor is invested with the Chain of Office by the retiring Mayor

Please stand while the Mayor and party leave the hall for the exchange of robes and chain.

Please sit during the break.

MUSICAL INTERLUDE

The Town Clerk announces the entrance of the Mayor, for which you are asked to stand.

2. ASSUMPTION OF OFFICE

- i. The Mayor signs the following:
 - The Declaration of Acceptance of Office
 - The Oath of Allegiance
 - The Roll of Mayors
- ii. The outgoing Mayor will be presented with the City Badge
- iii. The Mayor's speech of acceptance
- iv. Appointment of the Mayoress

3. ELECTION OF DEPUTY MAYOR

- i. Nominations
- ii. Declaration of the election of the Deputy Mayor
- iii. The Deputy Mayor is presented with the Badge of Office by the Mayor
- iv. The Deputy Mayor presents a gift to the Mayor

4. TRANSFER OF CUSTODY OF TWIN TOWN KEYS

The Chairman of Wells Twinning Association presents the keys of Paray-le-Monial, Bad Durkheim and Fontanellato to the Mayor, for safe keeping.

5. APPOINTMENT OF HONOURARY OFFICERS

The Mayor confirms the following appointments:

- i. The Mayor's Chaplain, Alistair Glanvile
- ii. The Churchwarden at St Cuthbert's Church, Phil Kitcher
- iii. The High Constables
- iv. The Serjeants-at-Mace
- v. The Town Crier

6. A MOMENT OF REFLECTION BY THE MAYOR'S CHAPLAIN, ALISTAIR GLANVILE

7. THE PROCLAMATION

The Town Crier proclaims to the people of the city the election of the 652nd Mayor of Wells.

8. MINUTES AND ALL FURTHER BUSINESS

The Council will now adjourn and all further business be deferred until Council reconvenes at: 7pm Thursday 21st May 2026 in the Council Chamber, Wells Town Hall

The Town Clerk will direct guests to the Mayor's reception and advise on official photos.

You are asked to stand while the Mayor and City Council leave the hall.