



WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE CIVIC AND ARCHIVES COMMITTEE, HELD ON THURSDAY 31ST JULY 2025 AT 7:00PM IN WELLS TOWN HALL

COMMITTEE MEMBERS Cllrs: D Denis (Chair), D Orrett, H Siggs
PRESENT:

IN ATTENDANCE: RFO: C Woodland
Non-member Cllrs: L Agabani (Mayor)
C Winter: Wells Civic Society
1 other member of the public

25/01/CA APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllr: J Browne, S Eden, T Robbins
Town Clerk: H Wilkins
Projects and Facilities Officer: L Wassell

25/02/CA DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
None declared.

25/03/CA APPOINTMENT OF VICE-CHAIR

Cllr D Orrett nominated Cllr H Siggs. No other nominations were received.
Cllr D Denis seconded the nomination and Cllr H Siggs was appointed Vice-Chair

25/04/CA MEETING OPEN TO THE PUBLIC

C Winter referenced the Civic Society's own archives and that there may be items to bring to the Archivist's attention. Cllr H Siggs mentioned restrictions in archives space and that some may be held at Somerset level.

25/05/CA TERMS OF REFERENCE

Cllr H Siggs requested:

- The document should include that the Committee will be involved in reviewing and directing the Archivist's work priorities.
- That in (6) reference should be made to the budget allocation for Civic and Archives
- That responsibilities should also include review of the Civic Review

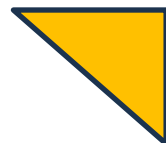
Cllr D Denis requested the inclusion under (5.4) of liaising with partner organisations. Cllr D Orrett highlighted the importance of working with other parties such as the Civic Society. Cllr L Agabani suggested any such partnership should be determined by the project the Committee were working towards, and then if necessary include them as part of a task and finish group. All were in agreement.

Cllr H Siggs mentioned the Town Hall should have its own heritage leaflet as a lot of people were unaware of the interesting artifacts within.

All were in favour of the suggested amendments and the revised document to go to Full Council.

25/06/CA CIVIC REVIEW DOCUMENT

The Committee agreed that this document should be subject to continual review and amendment, particularly a wash up straight after each Civic event.



All were in favour the document could go before Full Council.

25/07/CA ARCHIVES OVERVIEW INCLUDING QUARTERLY DATA

The Committee expressed disappointment in the non-attendance of the Archivist and formally requested they do so in future.

The Archivist's overview was discussed.

Cllr D Denis mentioned a discussion with a member of the public, and the fact that they were unaware they could request information / archive visits is true of most of the general population of Wells. All were in agreement it was of importance to promote the treasured archives of Wells and install greater Civic Pride in the community. It was discussed how this could be done, and the Committee will seek greater involvement in exhibitions and their contents.

25/08/CA REMEMBRANCE SERVICE AND PARADE

Cllr H Siggs raised concerns that the amendments proposed to the Remembrance day event would mean a longer period of closure of the High Street. Historically the road closure has always been kept to a minimum to avoid as much disruption as possible, and that a longer road closure will prove highly inconvenient to some.

A further concern was the amount of staff time needed to control any road closure.

All were in favour of issuing an invite to the Somerset Rifles and mark their Freedom of the City.

The conclusion was, all were in agreement that the amendments to road closure needed to be discussed further when all Committee members were able to attend, and given the time scale, that this be deferred to the next Full Council meeting.

25/09/CA FORWARD PLAN

Civic and Archives Committee Forward Plan	
Item	Proposed date for consideration
Town Hall Civic Promotion	Next meeting

25/10/CA ANY MATTERS OF URGENT REPORT

Cllr L Agabani referred to:

- The looming resignation of the Town Crier, and the costs involved in finding a replacement.
- The repair needed to the Mayor's Chain, the timescale of this repair and the costs involved.
- That Agenda item links on the website include description as well as the Agenda item number.

25/11/CA DATE OF NEXT MEETING: 30th October 2025, 7pm in Wells Town Hall

Minutes signed by The Chair: **Date:**