



WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE ESTATES COMMITTEE HELD ON THURSDAY 6TH NOVEMBER 2025 AT 7:00PM IN WELLS TOWN HALL

COMMITTEE MEMBERS Cllrs: T Kolizeras, H Siggs (Chair), P Welch
PRESENT:

IN ATTENDANCE: Town Clerk: H Wilkins
Projects and Facilities Officer: L Wassell
WCC Staff: S Glendinning
WCC Cllrs: D Denis, D Orrett, S Powell
MP for Wells and Mendip Hills/Somerset Cllr for Wells: T Munt
0 Members of the public

25/47/E APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: S Cursley, S Eden, G Folkard, G Robbins, T Butt Philip

25/48/E DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.

None declared.

25/49/E ACTIONS FROM THE ESTATES COMMITTEE MEETING HELD ON 2ND OCTOBER 2025

25/20/E The Town Clerk is yet to liaise with MP Munt on the structural crack of Union Street Public Convenience.

It was agreed for the next top 10 concerns in the Planned Preventative Maintenance Report would be included in next year's budget.

25/41/E We are looking at entering a Public Buying Organisation from April 2026 with an agreement to review every 6 months.

25/50/E MINUTES FROM THE ESTATES COMMITTEE MEETING HELD ON 2ND OCTOBER 2025

The minutes were agreed as a true record and signed by the Chair.

25/51/E MEETING OPEN TO THE PUBLIC

Nobody wished to speak.

25/52/E LEGIONELLA MANAGEMENT


The Projects and Facilities Officer presented her Legionella Management Plan and Policy. It was agreed by all members present to adopt and implement.

25/53/E CEMETERY LODGE

The new tenant is now in occupation and has already added value to the asset with some repair and maintenance. It is agreed to hold off any immediate kitchen improvements but funds will be allocated in next year's budget.

25/54/E TOWN HALL KITCHEN

The Town Clerk advised a full survey of the commercial kitchen in the Town Hall had been carried out. The gas oven, whilst compliant now requires consideration in year and it



was advised an electric oven would be far easier to manage. It was not considered a priority purchase but should be considered in the future. All other facilities in the kitchen were approved.

25/55/E LANDLORD UPDATES

- **Il Postino – Market Hall** The new Italian restaurant is now open for business and receiving positive feedback. Wells City Council have been thanked for their support over the many months of renovation.
- **8 – 10 Crown – Market Place** The Town Clerk explained the tenancy is due for renewal.
- **Wells Film Centre – Princes Road** A new set of terms for lease have been agreed, it is hopeful this will all reach a conclusion shortly.
- **Roderick Thomas – Old Post Office** A rent review will be undertaken on the tenancy arrangements at the appropriate time.
- **Ask – Market Hall (Commercially Confidential)**
A vote was taken and unanimously received to break to confidential session to discuss commercial sensitive matters.

25/56/E FORWARD PLAN

Estates Committee Forward Plan	
Item	Proposed date for consideration
Building usage and Analysis – Bishop’s Barn	Dec 2025
Planned Preventative Maintenance Programme and Condition Survey	Dec 2025
Building Usage and Analysis – Chapel and Cemetery	Dec 2025

25/57/E ANY MATTERS OF URGENT REPORT

Cllr Welch asked whether the proposed agreement to work together with the Bishop’s Palace to manage the Bishop’s Barn could be followed up. The Town Clerk agreed to progress with a vision for the Wells Recreation Ground and look to restart discussion. Cllr Denis stated that following the recent usage for the Wells Environment Network, the barn was found to be cold, there was a lack of suitable lighting and the facilities were poor if you were due to be in the space for a long time.

It was agreed for the Town Clerk to set up a workshop after Xmas for this committee to discuss more long term estates ambition.

25/58/E DATE OF NEXT MEETING: 4th December 2025, 7pm in Wells Town Hall

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