



WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE ESTATES COMMITTEE HELD ON THURSDAY 2ND JULY 2026 AT 7:00PM IN WELLS TOWN HALL

COMMITTEE MEMBERS PRESENT: Cllrs: L Agabani, G Folkard, T Kolizeras, G Robbins

IN ATTENDANCE: Town Clerk: H Wilkins
Estates Manager: L Wassell
WCC Staff: S. Glendinning
Somerset Cllr for Wells and MP for Wells and Mendip Hills: T Munt
1 member of the public

26/50/E APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: S Cursley, H Siggs (Chair), P Welch

26/51/E DECLARATIONS OF INTEREST

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

26/52/E APPOINTMENT OF VICE CHAIR

In the absence of the Chair the Town Clerk invited nominations for Vice Chair of Estates. Cllr G Robbins was nominated.
No other nominations were received.
Councillors voted unanimously for Cllr G Robbins for Vice Chair of Estates.

In the absence of the Chair, Cllr G Robbins chaired the rest of the meeting.

26/53/E MINUTES FROM THE ESTATES COMMITTEE MEETING HELD ON 30TH APRIL 2026

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

26/54/E ACTIONS FROM THE ESTATES COMMITTEE MEETING HELD ON 30TH APRIL 2026

Date Raised	Description of Action
30.04.2026	To provide an update on the legal position of the Wells Film Centre and confirmed date for contract signature. <i>The Town Clerk advised if the position was not concluded by the end of July, the committee will be consulted to agree what action to take.</i>

26/55/E MEETING OPEN TO THE PUBLIC

No public wished to speak.

26/56/E LANDLORD UPDATES

The Estates Manager provided an update on the following:

Tenant	Location	Next Break Clause	Lease end date
Il Postino	Old Post Office, Market Hall, Market Place <i>No update</i>	20/11/2030	19/11/2035



The Crown	8-10 Market Place <i>Energy Performance Certificate, more energy information is still required from the Crown before the certificate can be issued.</i>	N/A	23/06/2036
The Crown	Market Place	N/A	28/09/2053
Roderick Thomas	Old Post Office, 1 Priory Road <i>Advise has been sought on the sub-let. Cllr Butt Philip asked for legal advice to be sought. The Town Clerk agreed to approach a third party.</i>	06/07/2029	06/07/2033
Ask	Market Hall, Market Place <i>No update</i>	N/A	29/09/2028
Wells Film Centre	Princes Road <i>See 26/54/E</i>	TBC	TBC
Mr E Philips	Portway Annexe <i>No update</i>	3 months' notice	11/02/2027
Wells City Band	Portway Annexe <i>No update</i>	3 months' notice	10/03/2030
Wells Bowls Club	(WRGT) Wells Recreation Ground <i>No Update</i>	TBC	2035

26/57/E TENANCY UPDATES

The Estates Manager advised there were no updates to the following:

Location	Operational use	Next Break Clause	Lease end date
Underwood Business Park Wookey Hole Road, BA5 1AF	Open Spaces storage and maintenance	N/A	02/05/2028
Peak Builders Merchants Ltd - Coal Yard	Open Spaces storage	One months' notice	n/a
Underwood Car and Commercial	Open Spaces additional parking	tbc	n/a

26/58/E PLANNED PREVENTATIVE MAINTENANCE QUARTER 1 ANALYSIS

The Estates Manager presented her report. There were no questions asked.

The committee considered the proposal and requested additional options be explored before being presented to Full City Council.



26/59/E PUBLIC TOILET CONFIDENTIAL REPORT
This item was delayed to the end of meeting for it to be discussed in private session.

26/60/E FORWARD PLAN

The Town Clerk advised there were no detail on the forward plan, the committee were asked to advise of any additions. None were requested.

Topic	Month

26/61/E ANY MATTERS OF URGENT REPORT
The Town Clerk asked for two volunteers to join the Wells Recreation Ground Trust working group from the Estates Committee. Cllrs G Folkard and G Robbins agreed to join.

The Estates Manager advised she had received quotations for work on the external areas of the Portway Annexe. This will be submitted to the next Finance meeting as the cost exceeds the Town Clerk spend threshold. The work will look at rotten woodwork on the roof where asbestos is possibly present, so specialist contractors are likely required. It is likely that the Annexe will be required to shut whilst the work is carried out, so any other maintenance that can be carried out during this time will also be scheduled to make most use of the time. The Estates Manager agreed to obtain timescales for the likely closure period planned which will be during the school holidays, when bookings are reduced, to minimise impact.

26/62/E DATE OF NEXT MEETING: 1st October 2026, 7pm, Wells Town Hall

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.

The Vice-Chair asked for a vote to be taken to move to closed session to discuss 26/59/E Public Toilet Confidential Report. Members of the public left the meeting at this point.

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