



WELLS CITY COUNCIL

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

PRESENT: Cllrs:, D Denis, J Edmonds, T Kolizeras, D Orrett (Chair), S Powell

IN ATTENDANCE: Town Clerk: H Wilkins
WCC Staff: S Glendinning
3 members of the public

25/50/OS APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: T Butt Philip, S Eden, G Robbins

25/51/OS DECLARATIONS OF INTEREST

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

None declared.

25/52/OS APPOINTMENT OF TEMPORARY VICE-CHAIR

Cllr S Eden was voted in as temporary vice-chair, whilst Cllr G Robbins is absent.

**25/53/OS ACTIONS FROM THE OUTSIDE SPACES COMMITTEE MEETING HELD ON
2ND OCTOBER 2025**

Cllr Orrett raised the following:

25/41/OS -the triangle at the bottom of the High Street has a new MAP board which will be installed shortly, it was mentioned that the area needs tidying. The Town Clerk advised she is in consultation with local businesses in the area and they are looking at new signage and new planting as part of WIB.

25/43/OS – the abandoned vehicle in Ash Lane is still there. This has been reported to Somerset Council.

25/45/OS – the new signage for the Market Place is expected be in place shortly.

Cllr Powell requested that the bench from outside the Old Post Office is moved to the bus station area. The Town Clerk agreed to consider this request in consultation with Somerset Council whose asset it is. She also advised that we had been storing a number of benches with a supplier, since removing from the ticket office. These benches have been collected and re-purposed into a number of play parks.


25/48/OS – Cllr Denis advised the £1,000 received from the Act to Adapt was voted on at Full Council and is going to be used for a drought planting bed in the Recreation Ground. This will be taken forward by the Town Clerk and the Outside Spaces Team. The Town Clerk advised an additional £500 has also been received from the Community Wilder scheme, which will be used for planting and the aforementioned £1000 will be attributed to delivery of the project and ongoing maintenance.

**25/54/OS MINUTES FROM THE OUTSIDE SPACES COMMITTEE MEETING HELD ON
2ND OCTOBER 2025**

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

25/55/OS MEETING OPEN TO THE PUBLIC

L Bird spoke about the allotment waiting list. She is number 66 on the list and holds no hope that an allotment will come available. The Town Clerk explained the Outside Spaces Officer has looked at the allotment provision and they are looking at whether there are allocated allotments that aren't being worked on. Cllr Denis also explained that within Wells, land is not available therefore we would need to go outside of the City to buy land and to this effect discussion is in place with St Cuthbert Out.



L Byrne asked for a sign to be placed outside the Bishop's Barn to provide information on the history of the building for visitors to the area. She also raised how dangerous the exit from South Street car park was into the Recreation Ground. The Town Clerk agreed to follow up on both of these points. Cllr Denis pointed out that the exit from South Street car park had been mentioned at this committee and it had been agreed to review this again after one year.

25/56/OS UPDATE FROM THE OUTSIDE SPACES OFFICER

The Town Clerk gave an update from a written report provided from the Outside Spaces Officer:

- The end of season cutting has been a priority.
- Path cutting has been carried out at Tor Woods using swathing techniques.
- As we enter the winter period, the risk of falling trees due to storm damage is a concern. The full responsibility of trees from devolution has not yet been transferred as we are still requesting satisfactory tree surveys from Somerset Council.
- Leaf clearing has been taking place, although this is not strictly our responsibility, we have taken a pragmatic approach to assist and will continue to do so on a best endeavours basis.
- Renovations of play parks/benches etc will take place over the winter.
- Costings have been obtained to place rubber matting under the new table tennis table, the committee agreed for this to be actioned.

Cllr Powell stated that there were a lot of leaves around the moat area, the Town Clerk advised although this was not our responsibility, she would investigate and determine if action can be deployed.

25/57/OS PROACTIVE GROUND MANAGEMENT

As stated earlier, the Town Clerk advised although it is not always our responsibility to carry out some ground works, she is looking at requests and assisting where resource allows, thereby adding value to the City. However, it should be made clear that any such additional actions are completed on a best endeavours basis, and future resources may not always allow time to be allocated.

25/58/OS WELLS RECREATION GROUND TREES

The Town Clerk advised lengthy discussion has taken place with the owner of Park Cottage concerning the trees near to the property. Together with Somerset Council's tree officer, a conclusion has been reached and general pruning to manage the trees surrounding the property will be carried out.

Cllr Powell asked what the position was with the rough sleepers within the Recreation Ground. The Town Clerk advised there will shortly be a policy to Full Council to form firm guidelines on how to deal with Rough Sleeping and support mechanisms and also Fly Tipping in the area, to ensure that the Council is managing its land effectively.

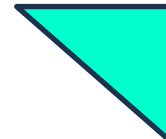
25/59/OS ALLOTMENT TERMS AND CONDITIONS

The Town Clerk presented the report supplied by the Outside Spaces Officer. The report provides a review of the Allotment Tenancy Rules and Allotment Agreements.

The committee were asked to vote on agreeing to adopt the new rules and to re-issue to all existing tenants. A vote took place and all members present voted in favour.

25/60/OS ENVIRONMENT AGENCY UPDATE

The Town Clerk advised, after engaging with the Environment Agency, some remedial work has been carried out along the stream running through the City. On inspection all works have been carried out except in one location where a lintel has dropped and it requires more substantial repair.



25/61/OS CEMETERY PROVISION AND STRATEGY DEVELOPMENT

The Town Clerk advised there was a burial management committee that was disbanded. A 75/25% split between WCC and St Cuthbert Out cemetery provision remains. Further engagement with SCOP to determine a suitable partnership position for the future, will be developed over the coming months.

25/62/OS MARKET PLACE FOUNTAIN REPAIR UPDATE

The Town Clerk advised the fountain has been leaking for some time. Somerset Council has agreed to look and manage this heritage item.

25/63/OS MILTON LANE PARKING UPDATE

Cllr Orrett advised she had been asked to look at the bottom of Milton Lane where double yellow lines have been eroded and is resulting in parking on both sides of the road thereby making it very tricky for the school coaches to navigate their way through. The Town Clerk advised the Outside Spaces Team had taken a review of street lining and Somerset Council had agreed to review and make areas around schools a priority. The Town Clerk agreed to follow this up.

25/64/OS CITY TRAFFIC UPDATE

The Town Clerk advised areas have been marked up for the dropped kerbs to commence. The application to introduce the 20mph has been submitted and a response is awaited.

25/65/OS WRGT OPERATIONAL ITEMS FOR CONSIDERATION

The Town Clerk advised there was nothing further to add on this.

25/66/OS FORWARD PLAN

Item	Proposed Date for Consideration
Events of Council Land	December 2025
Climate Strategy	December 2025
Play Strategy Development	December 2025
Bereavement Strategy	December 2025
WRGT Development	December 2025

25/67/OS ANY MATTERS OF URGENT REPORT

Cllr Denis asked how many staff currently operate within the Outside Spaces Team. The Town Clerk advised there was 1 manager, 1 part-time clerical, 4 ½ rangers. Those that help to set up and put down the market are employed on a casual basis.

Cllr Orrett asked for clarification on bin emptying. The Town Clerk advised bin emptying was a Somerset Council responsibility apart from the Recreation Ground area which is WCC responsibility. The Church Commissioner is responsible for the provision of bin emptying along Moat Walk which is also contracted to Somerset Council. Somerset are aware bin emptying is required to increase at busier times in the City. The 'Barrow Man' working within the city is employed by Somerset Council.

Cllr Kolizeras asked how the South Street car park wall issue would be taken forward. A further discussion took place and it was agreed to look at moving the position of the dog waste bin. The Town Clerk agreed to take this forward as a priority.

25/68/OS DATE OF NEXT MEETING: 4th December 2025, 6pm, Wells Town Hall

Minutes signed by The Chair: Date: