WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE OUTSIDE SPACES COMMITTEE HELD ON THURSDAY 5TH NOVEMBER 2026 AT 7:00PM IN WELLS TOWN HALL

PRESENT: Cllrs: D Denis, K Kinshaw, T Kolizeras, D Orrett (Chair), S Powell

IN ATTENDANCE: Town Clerk: H Wilkins
WCC Staff: J Nogan
1 member of the public

26/98/OS APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS
Cllrs: T Butt Philip, J Edmonds, G Robbins
Outside Spaces Manager: Matt Johnson

26/99/OS DECLARATIONS OF INTEREST
Cllr D Denis declared an interest in item 26/104/OS as a member of the Strawberry Line Association.

26/100/OS MINUTES FROM THE OUTSIDE SPACES COMMITTEE MEETING HELD ON 3RD SEPTEMBER 2026
Cllr D Denis requested that the response to Shirley Garner within item 26/78/OS needs to be amended, to reflect that Wells City Council has an informal policy to not utilise pesticides, and this policy was in place at the time of the last meeting.

26/101/OS ACTIONS FROM THE OUTSIDE SPACES COMMITTEE MEETING HELD ON 3RD SEPTEMBER 2026

Date Raised	Description of Action
30.04.2026	**26/81/OS** - To provide details of pollinators within the 2027 planting of the city.
03.09.2026	**26/78/OS** - Town Clerk to provide update associated with WIFI connectivity within the City
03.09.2026	**26/87/OS** - Cllr Powell asked the Town Clerk for an update on any works to benches on Moat Walk and associated notification to the Church Commissioners
	26/87/OS – OS Officer to provide confirmation to Cllr Powell of cutting regime for St Cuthberts Church yard

26/81/OS remains on the list of actions to ensure it remains an item of focus. Item 26/78/OS is due to be an item on the next Full Council agenda. The Town Clerk has spoken to the Church Commissioner's agent regarding the benches, and regarding a tender exercise. The Church Commissioners have confirmed that bids are going to be considered over the next two to three weeks, and the response should be expected in mid-November.

Cllr S Powell asked, in regards to the cutting regime for St Cuthbert's churchyard, if some areas could be left to grow.
A discussion took place regarding the cutting of St Cuthbert's churchyard.
The Town Clerk has agreed to look into this.

Cllr D Denis inquired about the Town Clerk's response to June Hodgson's

enquiry regarding the plane trees needing to be surveyed.
The Town Clerk confirmed that she had committed to a call to June Hodgson regarding the matter.
Cllr T Kolizeras asked if the concerns June Hodgson expressed fell under Wells City Council's jurisdiction.
The Town Clerk clarified that June Hodgson's concerns were in relation to the limb of a tree overhanging a public bench, that a survey was to be completed, and only tree works that are deemed necessary would be completed.

Cllr D Orrett raised that Malcom Burton had enquired about the recorded accident statistics on Ash Lane, Kennion Road and Milton Lane, and asked how many accidents would be prevented by the new 20mph speed limit.
The Town Clerk agreed to pass this information on to Malcom Burton.

Cllr D Orrett asked if Cllr T Butt Philip had met with Liz Pedley and Liz O Sullivan, which the Town Clerk stated he hadn't yet and this would be an action carried forward.

26/102/OS MEETING OPEN TO THE PUBLIC

Chris Sharpe raised concerns regarding the resident parking at the courtyard just off Union Street, stating that blue badge holders park on double yellow lines around the exit to the resident parking area, leaving residents unable to leave their spots. He has previously suggested bollards be placed, which has been put into effect and has been effective in reducing parking, however the issue still remains. He suggested marking the kerb with blue dashes to make it clear the road would be blocked by parking beyond this point.
Cllr S Powell has had discussions with the Town Clerk, and agrees that a more permanent solution is needed and suggested raising this to Somerset Council.
The Town Clerk directed Chris Sharpe to complete Wells City Council's traffic consultation survey so that this can be added to the upcoming consultation.
Cllr D Orrett asked if it was the same offenders each time, to which Chris Sharpe responded that it varies enormously.
The Town Clerk suggested asking for signage to delineate what is a car park and what is roadway.
Cllr D Orrett stated that the obstruction of the car park is a serious concern in case of an emergency.

26/103/OS REPORT FROM OUTSIDE SPACES MANAGER

The Town Clerk offered a synopsis of the report in the absence of the Outside Spaces Manager.
The repainting of the bandstand is an added value job, and the discovery of the structural issues listed in the report have led to a survey being requested by the Town Clerk. There's a high likelihood that significant work will be needed.
The model being used to manage this year's Christmas Markets may be used to inform future reporting of monthly market management.
Discussions have taken place with Rugbytots regarding their use of the space. Given they use the space on a commercial basis, they may be charged for the use of the space.

Cllr D Denis enquired about placing signage around the bandstand to demarcate the bandstand until these structural issues are resolved.
The Town Clerk clarified that the area has been taped off accordingly.

Cllr T Kolizeras stated that while there is a low chance of risk, the risk is still present and the work should be completed as soon as possible.
The Town Clerk clarified that expenses are less of an issue, that the risk assessment had been completed and that adequate management was in place. Further measures will come in response to the survey.
Cllr K Kinshaw commented that this gives the Council the opportunity to look into the general communications regarding the recreation ground.
Cllr S Powell enquired about other structures that may need to be surveyed.
The Town Clerk stated that the Planned Preventative Maintenance (PPM) has been corrected to include the recreation ground, and is looking into whether surveys may be necessary at other locations.
Cllr T Kolizeras asked if the bandstand is insured.
The Town Clerk responded that it is, however the asset was taken without a survey and was not managed under the PPM.
Cllr S Powell reiterated the need to signage to reduce liability.
The Town Clerk will reassess the risk assessment regarding this.

Cllr T Kolizeras stated it was a good thing to have the space be paid for
The Town Clerk stated there was a commercial difference between the users of the space, with the consideration of community use compared to commercial use of the space.

Cllr D Orrett enquired about complaints that had been received regarding the market taking place on Remembrance Sunday.
The Town Clerk stated there were comments both agreeing and disagreeing with the date, and that a response to the public made it clear that Wells City Council was working with the Royal British Legion. Wells City Band have been offered space to play at the Town Hall in support of the event. The Royal British Legion agree that the market will bring attention to the remembrance day parade.

26/104/OS TO RECEIVE UPDATE FROM THE STRAWBERRY LINE SOCIETY ON ACTIONS DELIVERED AND FUTURE PROPOSALS WITHIN THE CITY

Tony Hathaway was not present at the meeting to present the report, this item has been deferred until the next meeting.

26/105/OS UPDATE OF CONSIDERATION OF PROPOSED TRAFFIC SCHEME

The Town Clerk confirmed there had been 252 responses to the proposed scheme so far. The general feedback is in support of the scheme. There are some suggestions regarding other locations and some queries regarding using a new mph limit as opposed to other traffic calming measures. The feedback must be added to the proposal of the scheme, then the updated proposal brought to Full Council before being submitted.

Cllr D Orrett asked when the results could be seen.
The Town Clerk has agreed to send an email to all Councillors once the survey is complete.

Cllr D Denis raised some concerns on behalf of a resident. The cobblestones through the Market Place make it difficult to navigate a wheelchair or pushchair, with the suggestion of a track through the cobblestones for these users of the space. The resident also raised the lack of disabled parking for visitors, and enquired about more disabled parking being made available through the high street.

The Town Clerk asked if this was in relation to the limited wait bays alterations. Cllr D Denis confirmed this, and stated the parking issue was going to be made worse from the changes to these loading bays.
Cllr D Orrett asked if other towns have similar restrictions.
The Town Clerk confirmed that they do, and these actions are to bring us in line with surrounding areas.
Cllr K Kinshaw asked if this could be captured in the traffic survey, which Cllr D Denis confirmed.

26/106/OS POLICE AND CRIME UPDATES

The Town Clerk passed on apologies from Rachel Clark for being unable to attend. Glastonbury is trialling pub and shop watch programs. Avon and Somerset police are considering rolling this out at other locations. The Town Clerk stated that schemes like this have been stopped in the past from lack of funding, and that a shop watch scheme is most likely to be agreed to in Wells. The Town Clerk will be meeting with police officers and scheme runners, and any data risks will be managed by these schemes. There will be further reports in due course.

26/107/OS RECREATION GROUND TRUST (WRGT)

The Town Clerk raised that a date for the WRGT Working Group to meet needed to be arranged.
A discussion took place regarding the organisation of a meeting of the WRGT before the Annual General Meeting.

26/108/OS CHRISTMAS LIGHT UPDATE

The Town Clerk stated that two locations in Queen Street are a slight risk, with two electric boxes requiring testing. The first is being completed this week. The second agreed to testing, however the shop did not wish to absorb the electric costs associated with the Christmas lighting. The Christmas lighting down Queen Street may look slightly more sparse this year, however this may change following further discussions and consideration.

26/109/OS KNAPP HILL CATCHMENT UPDATE & BID CONSIDERATION

The Town Clerk stated that the bid has progressed and an update will be provided after future correspondence.

26/110/OS MENDIP HOSPITAL CEMETERY WATER PROVISION

The Town Clerk stated that the Cemetery have requested connections to mains water for sanitation and watering. The cost will be roughly £12,000 which Wells City Council does not currently have the funding for. The Town Clerk has offered the Mendip Hospital Cemetery support towards grants and funding for the requested provisions.
Cllr T Kolizeras suggested they get water butts.
The Town Clerk also raised the consideration for ongoing costs associated with sustaining this water provision.

26/111/OS PLAY STRATEGY UPDATE

The Town Clerk will raise an updated timeline at Full Council, and a consultation for this will happen over the next few weeks.

26/112/OS MARKETS SURVEY FEEDBACK & NEXT ACTIONS

The Town Clerk commented that there had been significant positive interactions from the survey, with the main concerns raised being holiday

entitlement, lack of Wi-Fi connectivity, signage and public toilet cleanliness, the last of which is currently being addressed. There was positive feedback regarding the difference between market days though mixed feedback regarding the variety at the markets. Variety can be introduced through offering vacant spaces, for example from a trader taking holiday, to new traders. Holiday entitlement will be reviewed as a priority.

Cllr D Orrett enquired about the waiting list for the markets.
The Town Clerk confirmed there is a large stallholder waiting list.

Cllr S Powell raised the issue of parking for traders with the lack of parking at Palace Fields.
The Town Clerk stated that this lack of parking may be affecting other parking areas nearby.

26/113/OS DOG FOULING AND DOGS ON LEADS PSPO UPDATE

The Town Clerk stated that feedback has been offered to Somerset Council as part of the consultation, and that a Licencing officer has questioned the justification of dog presence on the Cathedral Green.
Cllr D Denis commented on the use of the Cathedral Green by children in the summer.
The Town Clerk agreed, adding the risk of unruly dogs present on the Green.

26/114/OS EVENTS ON COUNCIL LAND POLICY

This item has been deferred to the next meeting.

26/115/OS FORWARD PLAN

Topic	Month
Police and Crime Updates	Every Month
Traffic Updates	Every Month
Recreation Ground Trust (WRGT)	Every Month

No updates.

26/116/OS ANY MATTERS OF URGENT REPORT

Cllr S Powell asked about the play area in the recreation ground.
The Town Clerk stated that equipment pricing quotes had been received. Some equipment has been returned to suppliers in Germany. The Town Clerk suggested looking at local suppliers for the play strategy, and stated that details are being finalised with a local supplier regarding accessible play equipment.

Cllr D Orrett asked how often Open Spaces officers litter-pick the recreation ground's play area.
The Town Clerk responded that daily checks include litter picking.

Cllr D Orrett commented that there are currently a large number of diversion signs, and asked if Somerset Council Diversion Department could be contacted to reduce this.
The Town Clerk stated that these signs are necessary for diversion routes, of which there tend to be a lot this time of year.
The Town Clerk raised the closing dates for markets over the Christmas period. The final market before Christmas will be on Wednesday 23rd December 2026, with the reopening of the markets on Wednesday 6th January 2027.

Cllr D Orrett asked if traders needed to take holiday leave for this closure. The Town Clerk confirmed they would not.

26/117/OS **DATE OF NEXT MEETING: Thursday 7th January 2027 at 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.

Minutes signed by The Chair: …… Date: ……..……