



Wells Town Council
Wells Community Hospital,
Mill Road, Wells-next-the-Sea,
NR23 1RF

Clerks' report written for the meeting to be held February 2026 & prepared 26/01/2026

1. **Tree Works** – The Clerk met with the contractor engaged by the Council to carry out tree works as recommended in the last tree inspection report. They were informed that work in the St. Nicholas Church cemeteries would be completed by the end of January and that any action required on the Buttlands was scheduled for February.
2. **Burst Pipe** – Following the cold snap at the start of January a pipe burst at the Mill Road allotment site, flooding a number plots. The Clerk arranged for the necessary repairs to be executed by a local plumber.
3. **Bus Shelter Grant Application** – The Clerk sent an application to the Bus Shelter Grant Scheme, on behalf of the Council, to request financial support to help cover the cost of installing a new Perspex sheet in the bus shelter located outside the Present House. The Clerk has since heard from those managing the scheme that the application was successful, and the Council will receive 80% of the overall cost to carry out the works.
4. **Defibrillator** – As a result of the Council's resolution for item 10 at the previous meeting the Clerk has arranged the following:
 - a. **Defibrillator Refurbishment**
The defibrillator has been collected from the Council office to be refurbished by the company from which the Council originally bought said equipment – WEL Medical Ltd.
 - b. **Guardian**
The Clerk has contacted a member of the Wells Coastguard team who has agreed to be the 'guardian' for the Wells Town Council Public Access Defibrillator, with the intention of establishing how best to ensure the equipment is fit for purpose, and how to record the requisite checks for the benefit of the Council's data keeping.
5. **Play Ground Inspection** – The Clerk has contacted the company contracted by the Wells Town Council to carry out the inspections on the Beach Road Play Field in order to arrange that they also be attended by a member of the Friends of the Wells Play Field Group. The company in question has agreed to this new arrangement and sent over the order acknowledgements. Dates of inspections will be released nearer their allotted time.
6. **Contact Holkham** – The Clerk has contacted a representative from Holkham Estate in connection with the possibility of installing bins at the Freeman Street car park, as well as to request both an update concerning the new fence planned for the skate park and clearing the sluice immediately behind the play field on Beach Road.
7. **Payment Delay** – The Clerk has been in contact with those persons contracted by the Council to inform them of the current situation with regards to the need for new signatories to authorise payments.
8. **Election Update** – The Clerk has received no enquiries concerning the imminent election, the timetable is as follows:
 - **Deadline for receipt of nominations – Friday 6th of February**
 - **Publication of notice of election agents – Friday 6th of February**
 - **Publication of notice of poll (if necessary) – Wednesday 25th February**
 - **Day of poll (if necessary) – 5th of March**
9. **Flood Wardens** – The Clerk has been notified by the current organisers of the Flood Wardens that a meeting will take place for its members on the **12th of March**, during which it is hoped that a new coordinator will be approved. The Clerk suggests that it would be appropriate for a councillor to attend said meeting to represent WTC in recognition of the sterling efforts of Mike and Marie Strong and their work with the Flood Wardens over the years.
10. **Allotment Inspection Reminder**
The Clerk would like to remind the existing members of the Allotment Working Party that there is an inspection of the allotments scheduled for the **25th and the 26th of March**, followed by a meeting at the Wells Community Hospital on **the 2nd of April**. Any councillor currently not part of the working party, who would like to be involved, would be most welcome.

Emma Gunhouse
Town Clerk