



Wells Town Council

Wells Community Hospital, Mill Rd,
Wells-next-the-Sea, NR23 1RF

MINUTES

2026/23

Town Council Meeting held at the Clore Room, Wells Maltings on 6th July 2026 at 19:10 hrs.

Those Present: Peter Rainsford (Chairman), Roger Arguile, Bob Curtis, Cheryl Curtis, Jessica Curtis, Susan Rainsford and John Troup

Emma Gunhouse (Clerk), Cllr. Dr. Victoria Holliday, Cllr. Peter Fisher and 7 members of the public

1) Public Forum

Members of the Public raised the following issue(s):

a) Time Limited Parking on Market Lane

An update was requested in relation to progress made by the Council obtaining 'Time Limited Parking' on Market Lane, prompted by motorhomes using the road for free parking.

The Portfolio holder for Traffic Management apprised those present that the problem had been raised with the County Council Highways team who were in the process of looking at a permit parking scheme.

b) Mill Road Development

JC put forward concerns voiced by Westfield Avenue residents arising from the Mill Road development.

c) Solar Panels on Flagship Properties

A member of the public reported that Flagship Services would be initiating a bi-annual cleaning programme to remove bird faeces from the solar panels attached to its properties.

2) Reports

a) Police

None received.

b) Norfolk County Councillor Dr. Victoria Holliday

Councillor Holliday was present to answer questions.

A report was received which is available on the WTC website

c) North Norfolk District Councillor Peter Fisher

A report was received and is available on the WTC website.

3) Apologies and consideration of acceptance for absence. – Councillor Douglas Kelly and Councillor Peter Fisher

4) To receive Declarations of Interest and consider any requests for Dispensations. – None received

5) To approve the minutes of the Meeting on Monday 1st June 2026 and the Annual Town Meeting on 27th April 2026.

Minutes for the Meeting on the 1st of June and the Annual Town Meeting were approved and signed. CC requested that the Minutes for the Annual Town Meeting be added as an agenda item at the soonest opportunity (5th October 2026) to allow the Council to review items raised by members of the public.

Resolved – Minutes for the Annual Town Meeting to be added to the Council meeting agenda for 5th of October as requested by CC.



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- 6) **To receive a presentation delivered by representatives from the Mancroft Advice Project (MAP) regarding the 'Right to Play' campaign and for the Council to agree to sign the 'Right to Play' pledge.**
The Council received a presentation detailing the 'Right to Play' campaign. Everyone attending the meeting was impressed by the young ambassadors representing the Mancroft Advice Project who delivered the presentation.
Resolved – The Wells Town Council agreed to sign the pledge for the 'Right to Play' campaign. Clerk to sign on behalf of the Council.
- 7) **To receive a presentation from the 'Love Your Market Town' Project Enabler and for the Council to agree to support their proposed workshops scheme to help local retail businesses.**
The NNDC 'Love Your Market Town' project enabler, accompanied by the NNDC Portfolio Holder for Sustainable Growth, gave a comprehensive explanation concerning the 'Love Your Market Town' and 'High Street Matters' projects to support local businesses, in addition to providing details of the financial rewards available for those retailers who were prepared to commit to the workshop scheme.
Resolved – The Council agreed to support the workshop scheme to help Wells businesses and welcomed the offer from a previous business owner, present in the public gallery, to notify local retailers of the opportunity.
- 8) **To review and agree to implement the recommendation put forward in the staffing report by SR in their role as Chairman of the Staffing Committee.**
PR proposed the following amendment to the agenda item:
The Council refers this report's contents together with any amendments and/or additions made by council to the Staffing Committee for detailed consideration, noting that said committee needs to be strengthened by additional membership.
Resolved – The Council voted to support the amendment. It was also agreed that PB and CC be added to the Staffing Committee's numbers and that consideration of the Committee's recommendations be an agenda item for the WTC meeting on the 7th of September.
- 9) **For the Council to agree to amend the budget limit on the 'Wells Play Field Additions' notice on the 'Find a Tender' portal.**
Resolved – The Council members settled that the budget limit for the 'Wells Play Field Additions' notice on the 'Find a Tender' portal would not be amended but remain at £80,000 including VAT.
- 10) **To review and approve the 'Planning Committee Terms of Reference'.**
Resolved – Following a slight amendment the Council agreed to approve the 'Planning Committee Terms of Reference'. Clerk to record the date the ToR was approved and upload onto the Council website
- 11) **To approve the street name for the Holkham Estates Ltd housing development on Mill Road.**
Resolved – The Council voted to support the proposed street name, 'Eaglen View', for the Holkham Estates Ltd housing development on Mill Road.
- 12) **To agree to include a link/button on the WTC website to access the Wells Digital Postcard as part of the town's entry for the Town of Culture 2028**
Resolved – The Council approved the inclusion of a link/button on the WTC website to access the Wells Digital Postcard.
- 13) **Reports:**
 - a) **Clerk** –
A report was submitted by the Clerk and is available on the Wells Town Council Website.



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- b) Portfolio Holders/Committees/Working Parties/Councillors –
RA (WHIG) – A report was submitted by the Portfolio Holder which included the following:

- i. Feasibility Study – During recent meetings with Broadland, and its feasibility team, those present considered environmental factors related to the chosen 'Rural Exclusion Site', in particular 'Biodiversity Net Gain', and the economic impact these would have on the development. Initial results are positive, however the definitive outcome will not be released until late July. Due to the gradient of the slope a basin will be necessary to collect run off surface water. The development will require water, electricity and sewerage provisions. Earlier concerns regarding the high pressure gas pipe in relation to the chosen site for the access road have been put to rest.
- ii. Design Limitations – The architect employed by Broadland is in the process of preparing plans with the intention that they fit in with the landscape and immediate housing vernacular as well as meet the requirements of the planning authority and the expectations of local residents.
- iii. Housing Needs – Although recent housing surveys conducted by Broadland and NNDC gave rise to different results, both showed clear evidence of need. Deciding how this need should be met concerning housing type is more complicated due to change in demand. At present the proposed mix involves 12 one bedroom, 12 two bedroom, 18 three bedroom and 3 four bedroom, to be made from 35 houses and 10 bungalows.

CC (Allotments) – A report was submitted by the Portfolio Holder which included the following:

- iv. Planned recommendations for expenditure of the Section 106 Grant to be put to Council at its September meeting – These consisted of plot numbers, vacancy signs for vacant plots, new noticeboards, and a clearance programme to clear 2 – 3 neglected plots depending on costs.
- v. How to raise allotment profile.
- vi. Long term strategy for allotment management – Suggested solutions involved making opportunities available to reduce plot size, liaise with other councils/allotment associations regarding tactics used to deal with abandoned/neglected plots, increasing deposits and maintenance costs.
- vii. Contravention of WTC Allotment Policy – Clerk to follow directions as set out in the WTC Allotment Policy for those identified as infringing said policy.
- viii. National Emergency Briefing – Awaiting confirmation as to when a viewing will be available online.
- ix. Greenhoe Energy – CC joined as a 'founding member' of the company and is also a signatory for the company bank account. Greenhoe Energy has one employee who is tasked with sending out regular newsletters which the Clerk passes on to Councillors.
- x. Recycling Centre – County Council's response to the letter sent by CC circulated to Council members. She requested the Council's permission to talk to those working 'at the chalk face'.

Resolved – The Council agreed to CC's request to talk to workers at the recycling centre.

BC (Finances) – Accounts tallied. Also, after conversations with the Clerk, BC requested that the Council return to the previous system of reviewing the Council's accounts every quarter instead of monthly.



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Resolved – The Council agreed to BC's request to return to quarterly reviews of its accounts.

PB (The Buttlands and Benches) – A report was submitted by the Portfolio Holder which included the following:

- xi. Tree root – Based on advice from the arborist it is not possible to remove the tree root trip hazard. PB had contacted Wordingham Plant Hire who had agreed to provide matting to negate the trip hazard. The Clerk is to contact an arborist for long term solution.

SR (Arts and Culture) – SR informed the Council that since its tender notice had gone live on the 'Find a Tender' portal the Clerk had been contacted by several companies and had arranged seven on site meetings at the Beach Road play field between the Play Field Working Party and interested contractors.

JT (Traffic Management) A report was submitted by the Portfolio Holder which included the following:

- xii. Meeting with NCC Highways/Cllr Holliday to discuss Station Road Scheme – JT confirmed the new layout had achieved its primary objective as Station Road was now safer for pedestrians to use. He raised issues with regards to motorists ignoring the priority signage, and Highways representatives agreed to reassess the current provision with a view to improving its visual impact. All present concurred that time was needed for the new road arrangements to 'bed in'. JT raised concerns relating to Lynx bus service no longer using the central travel hub at The Buttlands due to the new road scheme, and the subsequent congestion cause by their buses stopping adjacent to each other on Polka Road. Highways agreed to look at staggering the bus stops. The bus stop on Polka Road west is temporary and JT stated they would maintain pressure for its relocation.
- xiii. Meeting with NCC Highways to discuss campervans in Market Lane – NCC Highways consented to review possible solutions including a permit scheme for residents on Market Lane west.
- xiv. Road resurfacing at Church Street/Polka Road junction – NCC Highways confirmed they would chase following original complaint.
- xv. Dray deliveries – JT contacted the dray delivery company after there was an obstruction caused by recent deliveries. The matter was passed on and crews have been instructed to park appropriately so as to maintain a free flow of traffic.
- xvi. Worn road markings – JT requested that NCC highways repaint the road markings at the junction of Newgates Lane and Theatre Road as they are no longer visible.

JC (Playfield and Skate Park) – Made reference to a letter recently received from a member of the Friends of the Wells Play Field.

PR (Tourist Information Centre) – Notified the Council that they were in the process of trying to negotiate with NNDC to have the recently passed interactive poster, soon to be installed in Stearmans Yard car park, relocated to the Wells Maltings to complement the Tourist Information Centre.

14) **Financial Report & Accounts for Settlement**

The financial reports were circulated. These can be viewed on the website.

Resolved – Accounts agreed, accepted and signed.

15) **To confirm date of Next Meeting** – The next meeting will be at 7:00 pm Monday 7th September 2026.

Meeting ended 21:27 hrs

Minutes completed by Emma Gunhouse (Clerk)



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