



**WELLS CITY COUNCIL
NOTICE IS HEREBY GIVEN THAT A MEETING OF THE FINANCE & COUNCIL MATTERS
COMMITTEE, WHICH MEMBERS ARE SUMMONED TO ATTEND,
WILL BE HELD AT WELLS TOWN HALL
ON THURSDAY 8TH DECEMBER 2022 AT 7:00PM**

Please note this meeting will be recorded for the purpose of minute-taking.

Steve Luck
Town Clerk/RFO

1st December 2022

Town Hall
Market Place
Wells BA5 2RB
01749 673091
e-mail: townclerk@wells.gov.uk

Committee Members:

Cllrs: J Browne, S Cursley (Mayor), G Folkard,
T Pullin (Chair & Deputy Mayor), T Robbins,
H Siggs, I Von Mensenkampff, P Welch

AGENDA

Wells City Council has declared a climate emergency. Each agenda item must consider the impact on any policy and decision.

- 1 APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
- 3 MINUTES OF THE FINANCE & COUNCIL MATTERS COMMITTEE MEETING HELD ON THURSDAY 10TH NOVEMBER 2022**
To approve and sign the minutes of the previous meeting.
- 4 MEETING OPEN TO THE PUBLIC**
Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair
- 5 FINANCE**
To receive the Finance Reports for November 2022

- 6 BUDGET 2023-24**
To receive the 2nd draft budget (attached)
- 7 ARCHIVES AND CIVIC ASSETS**
To receive update
- 8 UNITARY AND ACQUISITIONS**
To receive update from the Town Clerk
- 9 ANY MATTERS OF URGENT REPORT**
- 10 DATE OF NEXT MEETING: 7pm, Thursday 12th January 2023**

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.

Budget + Precept 2023-24

This year precept = £914,670

Cost Band D = £212.29

Cost per week = £4.08

Next Year Precept as per Budget = £1,099,307

Cost Band D = £255.15

Cost per week = £4.91

Any contingency cost = Approx

£1.00 on precept gives us £4,500 revenue

£50,000 = £11.11

£100,000 = £22.22

Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft 3

	Last Year		Current Year					Next Year 2023/24			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
101 General Administration											
1007 Neighbourhood Plan Income	0	5,775	0	0	0	0	0	6,050	0	0	0
1030 Miscellaneous Income	0	9,632	0	0	0	0	0	761	0	0	0
1031 Funfair Income	2,500	0	0	0	2,500	0	2,500	27,500	2,500	0	0
1032 Grants Received	0	9,445	0	0	0	0	0	0	0	0	0
1176 Precept Income	652,622	652,622	0	0	914,670	0	914,670	914,670	914,670	0	0
1177 TIC Income	0	5,373	0	0	18,000	0	18,000	4,934	9,600	0	0
1178 Insurance Repayments	9,250	6,843	0	0	9,250	0	9,250	4,154	9,500	0	0
1190 Bank Interest	200	43	0	0	100	0	100	62	100	0	0
Total Income	664,572	669,733	0	0	944,520	0	944,520	968,131	938,370	0	0
4001 Salaries	312,500	330,318	0	0	496,700	0	496,700	311,120	612,820	0	0
4002 Staff Expenses	500	368	0	0	400	0	400	341	400	0	0
4004 PAYE/NI & Pensions	190,500	211,254	0	0	298,020	0	298,020	170,419	367,662	0	0
4005 HR Support	2,355	2,311	0	0	2,400	0	2,400	2,913	3,000	0	0
4020 Postage and Office	1,500	1,966	0	0	1,800	0	1,800	2,149	2,800	0	0
4021 Telephone	3,000	3,951	0	0	3,500	0	3,500	4,834	4,000	0	0
4030 Bank Charges	200	204	0	0	200	0	200	128	225	0	0
4035 Council Advertising	250	199	0	0	250	0	250	0	250	0	0
4049 Subscriptions	2,800	2,604	0	0	2,750	0	2,750	3,044	3,000	0	0
4060 Accounts Charges	5,500	3,690	0	0	5,600	0	5,600	-1,150	5,800	0	0
4061 Professional Fees	4,000	10,148	0	0	7,500	0	7,500	7,044	7,500	0	0
4062 Equipment Lease	1,160	1,160	0	0	1,160	0	1,160	688	1,000	0	0
4063 TIC Expenditure	0	6,143	0	0	0	0	0	3,670	0	0	0

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft 3

	Last Year		Current Year						Next Year 2023/24		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4066 Funfair Exp	500	0	0	0	500	0	500	462	500	0	0
4107 Neighbourhood Plan Exp	3,200	6,244	2,350	0	3,000	0	5,350	3,026	0	0	0
4114 Insurance	21,000	18,694	0	0	24,000	0	24,000	19,996	24,000	0	0
4251 IT	8,000	14,360	0	0	8,000	0	8,000	9,003	8,500	0	0
4252 New Websites	14,000	6,300	7,700	0	2,000	0	9,700	3,930	1,000	0	0
Overhead Expenditure	570,765	620,115	10,050	0	857,780	0	867,830	541,620	1,042,487	0	0
Movement to/(from) Gen Reserve	93,807	69,618			86,740		76,690	416,511	(106,117)		
105 Town Hall											
1000 Town Hall Lettings	51,000	23,815	0	0	51,000	0	51,000	14,383	45,000	0	0
1001 Town Hall Weddings	9,000	12,255	0	0	9,000	0	9,000	8,740	11,000	0	0
Total Income	60,000	36,070	0	0	60,000	0	60,000	23,123	56,000	0	0
4109 Town Hall Repair Projects	15,000	9,038	0	0	15,000	0	15,000	10,033	12,000	0	0
4110 Town Hall Maintenance	23,000	23,313	0	0	24,000	0	24,000	21,365	25,000	0	0
4112 Electricity	8,500	7,126	0	0	8,000	0	8,000	7,454	14,000	0	0
4113 Gas	6,000	6,892	0	0	6,500	0	6,500	14,103	18,000	0	0
4115 Rates	17,500	16,081	0	0	15,000	0	15,000	16,636	17,000	0	0
4116 Town Hall Advertising	1,100	1,584	0	0	1,100	0	1,100	1,213	1,200	0	0
4117 Town Hall Capital Projects	0	0	0	0	0	0	0	2,507	0	0	0
4118 Refund of fees	0	0	0	0	0	0	0	65	0	0	0
Overhead Expenditure	71,100	64,036	0	0	69,600	0	69,600	73,576	87,200	0	0
Movement to/(from) Gen Reserve	(11,100)	(27,966)			(9,600)		(9,600)	(50,453)	(31,200)		
110 Civic											

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft 3

	<u>Last Year</u>		<u>Current Year</u>					<u>Next Year 2023/24</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4130 Mayoral/Chairmans Allowance	7,180	7,180	0	0	7,350	0	7,350	7,350	7,800	0	0
4132 Flowers and Gifts	500	540	0	0	500	0	500	484	500	0	0
4133 Members' Expenses	200	0	0	0	200	0	200	30	200	0	0
4134 Hospitality	2,000	2,892	0	0	2,000	0	2,000	389	2,000	0	0
4135 Civic Allowances	2,300	2,255	0	0	2,300	0	2,300	2,150	2,420	0	0
4136 Elections	8,000	31,832	0	0	12,000	0	12,000	12,204	6,000	0	0
Overhead Expenditure	20,180	44,698	0	0	24,350	0	24,350	22,607	18,920	0	0
Movement to/(from) Gen Reserve	(20,180)	(44,698)			(24,350)		(24,350)	(22,607)	(18,920)		
111 Outside Support											
4150 Community Grants	7,500	6,730	0	0	7,500	0	7,500	2,000	9,500	0	0
4151 Museum Grant	3,000	3,000	0	0	3,000	0	3,000	0	3,000	0	0
4152 Grant Funds	0	0	0	0	0	0	0	200	0	0	0
4153 Citizens Advice Bureau	5,000	0	0	0	5,000	0	5,000	0	5,000	0	0
4154 CCTV Support	9,450	0	0	0	9,600	0	9,600	0	0	0	0
4155 Wells Museum Archive Payment	2,200	2,860	0	0	2,200	0	2,200	1,100	2,200	0	0
4156 Mendip Community Transport	500	0	0	0	500	0	500	0	0	0	0
4158 Wells Recreation Ground Trust	45,000	0	0	-15,000	45,000	0	30,000	3,646	30,000	0	0
4159 Community Bus Support	4,600	2,200	0	0	0	0	0	0	0	0	0
4160 Elm Connect	2,500	0	0	0	2,500	0	2,500	0	0	0	0
4161 Wells City Band	500	0	0	0	500	0	500	0	0	0	0
4162 Wells Lions Club	500	0	0	0	500	0	500	250	0	0	0
4163 Wells Football Club	500	0	0	0	500	0	500	0	0	0	0
4164 Wells Project CIC	500	500	0	0	500	0	500	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft 3

	Last Year		Current Year					Next Year 2023/24			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4166 Wells Food Festival CIC	500	0	0	0	500	0	500	0	0	0	0
Overhead Expenditure	82,250	15,290	0	-15,000	77,800	0	82,800	7,196	49,700	0	0
Movement to/(from) Gen Reserve	(82,250)	(15,290)			(77,800)		(82,800)	(7,196)	(49,700)		
112 Committees											
4210 Archives and Civic Assets	4,500	918	0	0	4,500	0	4,500	540	3,500	0	0
4212 Climate Change	6,450	584	0	0	6,450	0	6,450	935	5,000	0	0
4250 Personnel Training	2,500	2,275	0	0	2,500	0	2,500	757	2,500	0	0
Overhead Expenditure	13,450	3,787	0	0	13,450	0	13,450	2,232	11,000	0	0
Movement to/(from) Gen Reserve	(13,450)	(3,787)			(13,450)		(13,450)	(2,232)	(11,000)		
114 Properties											
1020 Priory Road Rent	16,000	13,462	0	0	18,000	0	18,000	13,500	18,000	0	0
1021 8-10 Market Place Rent	35,600	27,200	0	0	35,600	0	35,600	20,767	35,600	0	0
1022 Market Hall Rent	75,000	70,472	0	0	75,000	0	75,000	42,967	75,000	0	0
Total Income	126,600	111,134	0	0	128,600	0	128,600	77,233	128,600	0	0
4300 Council Property Repairs	8,500	12,440	0	0	8,500	0	8,500	8,633	8,500	0	0
4321 PWLB Loan Repayments	36,257	6,070	0	0	38,000	0	38,000	35,759	38,700	0	0
Overhead Expenditure	44,757	18,510	0	0	46,500	0	46,500	44,393	47,200	0	0
Movement to/(from) Gen Reserve	81,843	92,624			82,100		82,100	32,841	81,400		
116 Public Toilets											
4701 Public Toilet Utilities	4,500	9,450	0	0	4,500	0	4,500	2,801	3,000	0	0

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4703 Public Toilet Clean	0	0	0	0	0	0	0	2,570	0	0	0
4705 Public Toilet Supplies	7,500	8,881	0	0	8,000	0	8,000	8,625	10,000	0	0
4708 Public Toilet Maintenance	8,000	12,399	0	0	6,000	0	6,000	5,636	6,000	0	0
4709 Public Toilet Contract	4,000	5,350	0	15,000	4,000	0	19,000	20,385	0	0	0
Overhead Expenditure	24,000	36,080	0	15,000	22,500	0	37,500	40,017	19,000	0	0
Movement to/(from) Gen Reserve	(24,000)	(36,080)			(22,500)		(37,500)	(40,017)	(19,000)		
201 Outside Spaces											
1076 WIB Income	1,200	1,130	0	0	1,200	0	1,200	850	1,200	0	0
1077 WIB Support	7,530	7,545	0	0	7,500	0	7,500	6,975	7,500	0	0
1800 Interments	22,500	21,237	0	0	22,500	0	22,500	10,486	22,500	0	0
1801 Grant of Rights	17,500	18,985	0	0	17,500	0	17,500	8,458	17,500	0	0
1809 Cemetery Income	12,500	11,551	0	0	15,500	0	15,500	9,212	17,500	0	0
1816 Allotments Income	3,750	3,670	0	0	3,750	0	3,750	3,745	3,750	0	0
1817 Cityscape Maps Income	800	2,672	0	0	1,000	0	1,000	2,357	2,850	0	0
Total Income	65,780	66,790	0	0	68,950	0	68,950	42,083	72,800	0	0
4221 Street Furniture etc	5,500	2,370	0	0	5,500	0	5,500	2,733	5,500	0	0
4222 Christmas Lights	15,000	11,552	0	0	15,000	0	15,000	837	15,000	0	0
4223 Highway Grit	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
4400 WIB-Purchases	11,000	10,944	0	0	11,000	0	11,000	8,800	11,000	0	0
4403 WIB Reserve Expenditure	3,000	0	3,000	0	0	0	3,000	422	0	0	0
4803 Do not use	15,000	0	0	0	0	0	0	0	0	0	0
4810 Outside Spaces Contractors	17,500	17,221	0	0	17,500	0	17,500	14,559	18,500	0	0

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4621 Outside Spaces Utilities	9,700	11,082	0	0	13,840	0	13,840	5,199	12,000	0	0
4622 Outside Spaces Unit	0	0	0	0	13,500	0	13,500	22,730	13,500	0	0
4650 Cemetery Maintenance	0	0	0	0	0	0	0	0	6,000	0	0
4651 Outside Spaces Maintenance	6,500	10,570	0	0	11,000	0	11,000	10,967	6,000	0	0
4652 Tree Maintenance	7,000	0	5,600	0	7,000	0	12,600	6,100	7,000	0	0
4670 Cemetery Sundries	0	25	0	0	0	0	0	0	0	0	0
4682 Cemetery Purch - Plaques etc	0	1,236	0	0	0	0	0	808	0	0	0
4684 Allotments	3,750	1,901	0	0	3,750	0	3,750	1,786	3,750	0	0
4687 Chyscape Maps	0	2,018	0	0	0	0	0	2,002	2,350	0	0
4688 Outside Spaces Trucks	4,000	2,800	0	0	20,000	0	20,000	24,653	24,800	0	0
4689 Tree Project Expenditure	0	475	0	0	0	0	0	0	0	0	0
Overhead Expenditure	100,950	72,205	8,600	0	119,090	0	127,690	101,595	126,400	0	0
Movement to/(from) Gen Reserve	(35,170)	(5,414)			(50,140)		(58,740)	(59,513)	(53,600)		
202 Outside Spaces Equipment											
4886 Skateboard Park Equipment	2,500	125	2,375	0	15,000	0	17,375	2,485	15,000	0	0
4891 Outside Spaces New Equipment	7,000	7,091	0	0	8,000	0	8,000	7,655	8,500	0	0
Overhead Expenditure	9,500	7,216	2,375	0	23,000	0	25,375	10,140	23,500	0	0
Movement to/(from) Gen Reserve	(9,500)	(7,216)			(23,000)		(25,375)	(10,140)	(23,500)		
203 Portway Annexe											
1900 Portway Rental Income	0	619,783	0	0	58,000	0	58,000	7,536	48,000	0	0
1901 Portway Car Park Income	0	1,576	0	0	24,000	0	24,000	9,530	24,000	0	0
1902 Portway Car Park Deposit	0	300	0	0	0	0	0	300	0	0	0

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	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Income	0	621,659	0	0	82,000	0	82,000	17,366	72,000	0	0
4900 Portway Annexe	30,000	652,209	0	0	18,000	0	18,000	53,649	10,000	0	0
4901 Portway Annexe Utilities	0	2,097	0	0	12,000	0	12,000	8,498	15,000	0	0
4902 Portway Charis costs	0	0	0	0	0	0	0	400	0	0	0
Overhead Expenditure	30,000	654,307	0	0	30,000	0	30,000	62,547	25,000	0	0
Movement to/(from) Gen Reserve	(30,000)	(32,648)			52,000		52,000	(45,181)	47,000		
Total Budget Income	916,952	1,525,386	0	0	1,284,070	0	1,284,070	1,117,936	1,265,770	0	0
Expenditure	966,952	1,536,244	21,025	0	1,284,070	0	1,305,095	905,925	1,450,407	0	0
Movement to/(from) Gen Reserve	(50,000)	(10,857)			0		(21,025)	212,012	(184,637)		