



**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 JUNE 2023 AT 7:00PM**

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

Steve Luck
Town Clerk/RFO

1st June 2023

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

Committee Members:

Cllrs: L Agabani, S Cursley, G Folkard,
T Pullin (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 TO APPOINT:

- i The Finance & Council Matters Chair
- ii The Finance & Council Matters Vice-Chair
- iii The Lead Councillor for Unitary & Acquisitions
- iv The Deputy Lead Councillor for Unitary & Acquisitions
- v The Lead Councillor for Archives & Civic Assets
- vi The Deputy Lead Councillor for Archives & Civic Assets

3 DECLARATIONS OF INTEREST

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

4 MINUTES OF THE FINANCE & COUNCIL MATTERS COMMITTEE MEETING HELD ON THURSDAY 11TH MAY 2023

To approve and sign the minutes of the previous meeting.

5 MEETING OPEN TO THE PUBLIC

Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair

6 FINANCE

To receive the Finance Reports for May 2023

7 INTERNAL AUDIT 2022-23

To receive and forward to Full Council the Internal Audit report for 2022-23

8 EXTERNAL AUDIT 2022-23

To receive the External Audit 2022-23 forms which will go to Full Council for signing this month

9 PORTWAY ANNEXE

To receive income expenditure estimate (attached)

ARCHIVES AND CIVIC ASSETS

- i To receive update
- ii Civic Review update

10 UNITARY AND ACQUISITIONS

To receive update from the Town Clerk's Assistant

11 ANY MATTERS OF URGENT REPORT

12 DATE OF NEXT MEETING: 7pm, Thursday 13th July 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.

PORTWAY ANNEXE PROJECTED INCOME EXPENDITURE 23/24

	Worst case	Expected	
EXPENDITURE			
ALL STAFF COSTS TOTAL	£78,832.00		Based on current opening hours 75 per week, total staff costs included
		£55,232.00	Based on 50% of Alex time allocated to IT and other work
UTILITIES	£18,000.00	£18,000.00	Estimated on new contract arrangements
RATES	£2,096.00	£2,096.00	Actual
MAINTENANCE	£10,000.00	£10,000.00	As Budget
PWLB	£32,500.00	£32,500.00	Actual
TOTAL	£141,428.00	£117,828.00	
INCOME			
CAR PARK	£24,000.00	£24,000.00	Based on 24 spaces x £1000 per year
CHARIS	£36,000.00	£72,000.00	Based on 2022-23 budget (2023-24 EXPECTED TO RISE TO £72,000)
LETTINGS	£48,000.00	£48,000.00	Estimated
TOTAL	£108,000.00		
	£33,428.00	£26,172.00	Loss, (but with new Charis contract should be £26,172 profit)