

## WELLS CITY COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON THURSDAY 13<sup>TH</sup> MAY 2021 AT 7:00PM IN WELLS TOWN HALL

**PRESENT:** Cllrs: L Agabani (Vice-chair), S Cursley (Chair), N Kennedy, P Welch (Mayor), S Briton

**IN ATTENDANCE:** Town Clerk/RFO, S Luck  
WCC Staff: A Westwood  
WCC Cllr S Powell  
SCC Cllr T Munt

**21/47F APOLOGIES FOR ABSENCE**

Cllrs: O Hartley, J Osman

**21/48F DECLARATIONS OF INTEREST**

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 26<sup>th</sup> July 2012.  
None declared.

**21/49F MINUTES OF THE MEETING HELD ON THURSDAY 8<sup>TH</sup> APRIL 2021:**

Minutes of the previous meeting were proposed, seconded, approved for signing.

**21/50F MEETING OPEN TO PUBLIC**

Cllr Munt suggested the Council consider streaming or zoom options for public attendance at meetings. The Chair asked her to forward information she had from other Councils. The Town Clerk reported trials of camera and microphones were already taking place with a view to streaming meetings. When options have been explored a report will follow to Full Council.

**21/51F FINANCE REPORT**

To receive the Finance Reports for April 2021  
The bank statements were checked prior to the meeting by Cllr Kennedy.  
The Town Clerk/RFO answered questions from members on the accounts.  
The accounts for April were proposed, seconded and approved.

**21/52F POLICIES AND PROCEDURES**

The Town Clerk introduced the new Index and Schedule for policies and procedures. After a discussion it was agreed to make some changes to the index and circulate the final draft to Full Council for approval.

**21/53F INTERNAL AUDIT 2020-21**

The Town Clerk informed members the Internal audit had taken place, this checked the accounts and governance of the Council. Checks also included grants, loans, assets and risk assessments. A report will be due from the Auditors soon and circulated to Full Council, this will then enable the external audit forms to be completed.  
The Internal Auditor will be invited to a meeting later in the year.

**21/54F PROPERTIES UPDATE**

The Town Clerk reported paperwork regarding the purchase of Portway Annexe has been received from SCC solicitors and our solicitor will be looking at it and reporting to us on the details.

The new tenant for the old post office building was due to have a meeting with Officers regarding progress of his plans.

**21/55F ANY MATTERS OF URGENT REPORT**

The Town Clerk informed members of correspondence received from SCC regarding the Skate park, SCC had rejected the community groups application for transfer of the freehold and offered a new 20-year lease instead.

Negotiations will be ongoing and support from Cllr Munt has been given to push for an asset transfer. Members will be updated on progress.

**21/56F DATE OF NEXT MEETING: 7pm, Thursday 10<sup>th</sup> June 2021**

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