

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE & COUNCIL MATTERS COMMITTEE HELD ON THURSDAY 13TH OCTOBER 2022 AT 7:00PM IN WELLS TOWN HALL

PRESENT: Cllrs: J Browne, G Folkard, T Pullin (Deputy Mayor & Chair), H Siggs

IN ATTENDANCE: Town Clerk/RFO, S Luck
WCC Staff, S Glendinning

No attendance: None

22/64/FCM APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: S Cursley (Mayor), T Robbins, I Von Mensenkampff, P Welch
SCC Cllr: T Munt

22/65/FCM DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
None declared.

22/66/FCM MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 8TH SEPTEMBER 2022:

The minutes were agreed and signed as a true record.

22/67/FCM MEETING OPEN TO THE PUBLIC

None present.

22/68/FCM FINANCE

i. To receive the Finance Reports for August and September 2022.

The Town Clerk presented and answered questions on the Finance Reports for August and September 2022.

Cllr Siggs asked for clarification on entries marked 'sales receipts'. The Town Clerk explained this was for lets at the Town Hall and the Portway Annexe. He will contact the accounts software provider and establish if these entries can be made more transparent.

The Old Post Office is now back in our possession and will be re-let.

The committee were in agreement that after providing a grant to a local community, there should be a follow up to see how the funds had been spent.

ii. To consider approved contractors list and application.

The Town Clerk presented the proposed approved list of contractors. Local contractors (within a 10-mile radius of Wells) would be invited to apply for inclusion on the list.

Cllr Siggs suggested adding a section on clearing waste/rubbish from site, this was agreed.

This would be communicated to contractors via the Wells City Council website and Facebook page and The Voice asking them to apply.

The committee agreed for the Town Clerk to take this initiative forward.

22/69/FCM GRANT APPLICATIONS – (Presentations already provided in the September meeting).

- i. BLACK* artists on the move
A £500 grant was proposed, seconded and approved. Included with a proviso, Cllr Pullin is asked to be invited along to see the work carried out.

- ii. GFM – local radio station for Glastonbury, Wells, Street
A £500 grant was proposed, seconded and approved. Funds are to be allocated and paid once it's confirmed the project is going ahead.
- iii. Wells Community Network
It has been advised required funds have been raised, no grant required.
- iv. Heads Up
A £500 grant was proposed, seconded and approved. Funds are to be allocated and paid once the mini bus is due to be purchased.
- v. Wells Lions Club
A £250 grant was proposed, seconded and approved.
This is an annual event, which has been supported previously. The Town Clerk is to ensure Wells City Council are a recognised sponsor.
- vi. Wells Djembe Circle
A £500 grant was proposed, seconded and approved.
The drums should be purchased and owned by Wells City Council for continual usage at the Portway Annexe.

22/70/FCM EXTERNAL AUDIT

To receive the External Audit Report for 2021-2022 and agree to submit to Full Council for approval.

It was agreed by the committee members present to submit to Full Council.

22/71/FCM BUDGET 2022-2023

The Town Clerk advised the first draft of the budget would be presented to this committee at the next meeting on 10th November. The second draft would be presented at the following meeting on 8th December. It would then go to Full Council on 22nd December.

All Councillors were invited to contact the Town Clerk if they wished to put forward any budget requests.

22/72/FCM ARCHIVES AND CIVIC ASSETS

A report from Veronica Howe, Wells City Archivist was circulated prior to the meeting. There were no further comments.

Cllr Siggs advised Veronica had now resigned from her position. He is liaising with the Town Clerk to assess the role and review what is required and in due course advertise for a replacement.

Cllr Siggs asked councillors to contact him if they wished to view the city archives.

The Town Clerk advised one quote had been received for replacing Town Crier's uniform, a second quote is still awaited.

22/73/FCM UNITARY AND ACQUISITIONS

The Town Clerk advised the consultation period has been extended.

More detail/clarification is sought around the Local Community Network's.

22/74/FCM STAFFING

The Town Clerk gave an update in the absence of the Lead Councillor T Robbins:

-As per above, the Wells City Archivist post is to be advertised following the resignation.

-A Town Hall caretaker position will shortly be advertised.

-Due to a member of staff absent on long term illness within the Open Spaces Team, this position will be reviewed January 2023. The member of staff has been informed.

-Mace Bearer, Melanie Goody has resigned. A replacement will be advertised.

22/75/FCM ANY MATTERS OF URGENT REPORT

The Town Clerk advised, the Wells Remembrance Parade will now become a Civic Event and will not be organised by the Royal British Legion. Wells City Council will provide assistance using staff from the Outside Spaces Team.

22/76/FCM DATE OF NEXT MEETING: 7pm Thursday 10th November 2022

EXCLUDE THE PRESS AND PUBLIC

Note: It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private staffing report.

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