

WELLS CITY COUNCIL
MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
MEETING HELD IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON
THURSDAY 10TH JUNE 2010 AT 7.00PM

PRESENT: Cllrs: D Anderson; C Borastero; M Brandon;
J North; C Price; S Robertson (Deputy Mayor); H Siggs.
IN ATTENDANCE: Steve Luck (RFO) F White (Town Clerk)
I member of the public

PUBLIC PARTICIPATION

Councillors answered questions from a member of the public concerning:

- i. Internal Auditor's report
- ii. Proposed transfer of City Archives to the Museum
- iii. Letting fees for the Bishops Barn

10/45F ELECTION OF CHAIRMAN

Councillor Siggs took the Chair as outgoing Vice-Chairman and called for nominations for Chairman. Cllr Borastero nominated Cllr North, seconded by Cllr Robertson; there being no further nominations Cllr North was elected Chairman and took the Chair.

10/46F ELECTION OF VICE-CHAIRMAN

Cllr Anderson was nominated by Cllr Siggs, seconded by Cllr Brandon; there being no further nominations, Cllr Anderson was elected Vice-Chairman.

10/47F APOLOGIES FOR ABSENCE

Cllr Robbins (The Mayor)

10/48F DECLARATIONS OF INTEREST

None.

10/49F MINUTES OF THE MEETING HELD ON 15TH April 2010

Minutes of the previous meeting were proposed, approved and signed.

10/50F PERSONNEL SUB-COMMITTEE

After a short discussion the Chairman proposed that the Personnel Sub-Committee have 4 members, plus the Mayor (ex-officio) and an additional member to be appointed by the Full Council, the sub-Committee to meet, clarify its terms of reference and report back to the Finance Committee for approval; these proposals were agreed. The Chairman proposed Cllr Borastero as Chairman of the Personnel sub-Committee, seconded by Cllr Anderson and agreed. Cllrs Robertson, Anderson and Brandon agreed to serve as members of the sub-Committee, these appointments were proposed and approved.

RECOMMENDED

That the City Council appoint a member to the Personnel sub-Committee from outside the Finance Committee.

10/51F STANDING ORDERS

New Model Standing Orders have been issued by NALC; it was agreed that the Town Clerk will prepare these for adoption by Wells City Council, in consultation with a Working Group of: Cllr Robbins (The Mayor), Cllr Kennedy (Father of the Council) and Cllr North (Chairman of Finance Committee).

10/52F FINANCIAL REPORT

For clarity it was confirmed that the bank signatories are Cllrs Brandon, Anderson, Robbins (The Mayor) and Kennedy; the following members will ensure that monthly scrutiny of the accounts takes place: Cllrs Price, North, Siggs, Robbins (The Mayor); all members of the Finance Committee are welcome to attend scrutiny.

The meeting of the Finance and General Purposes Committee for May 2010 was cancelled due to the general election held on the scheduled day; also because the accounts were not available at the time as the end of year shut down and audit processes were in progress.

The RFO reported that the accounts for both April and May 2010 had been scrutinised; these accounts were presented and approved.

10/53F REPORT FROM THE RESPONSIBLE FINANCE OFFICER

The report had been circulated, the contents were noted. There was a short discussion about deposit bank accounts and rates of interest; arrangements made by the RFO were approved.

Councillor's advice was sought regarding Public Toilets cleaning contracts. Members' attention was drawn to the improved appearance of open spaces areas now under the management of the RFO, and to reduced grass-cutting by Mendip District Council on some areas adjoining those cut by Wells City Council.

10/54F REPORT FROM THE INTERNAL AUDITOR

The annual report from the Council's Internal Auditor had been circulated; the contents were noted. The Internal Auditor was invited to the next scrutiny session and the next meeting of the Committee.

The Town Clerk reported that the new Internal Auditor spent more than a day with the Council examining the records in very great detail; he was satisfied that there is nothing wrong with the Council's finances; the Town Clerk is also new to this Council and is of the same opinion.

10/55F DRAFT RISK ASSESSMENT

The Town Clerk explained that a general Risk Assessment of the Council's responsibilities is now an audit requirement; after consideration the draft outline was proposed and approved for adoption. It was further proposed and agreed that Cllrs Siggs and Robertson will review the scheme of delegation to Committees.

10/56F TO CONSIDER REQUEST FOR FINANCIAL SUPPORT

Wells Tourist Information Office re: Publicity for Wells Walks: £50

It was agreed that the RFO will request further information and then decide in consultation with the Chairman.

10/57F ANNUAL SUBSCRIPTION

To renew annual subscription to the Community Council for Somerset: £30.
Payment was proposed and approved.

10/58F JOINT DELIVERY OF SERVICES

Information was received from MDC re: Grounds Maintenance Services from 1st November 2011. After consideration it was agreed the City Council would prefer to continue to manage its own grass-cutting. The RFO and Cllr Brandon will examine the possibility of local informal working with MDC, on small shared areas of grass-cutting.

10/59F ANY OTHER MATTERS OF REPORT

- i. Hearing loop. Cllr Price is investigating the possibilities; further information will be requested from the Town Hall Manager.
- ii. The Town Clerk circulated a list of the Council's property holding
- iii. The RFO reported on the tenancy at 1 Priory Road
- iv. Appointment of Working Groups for Finance, Property and Policy, will appear on the next Agenda.
- v. It was 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; agreed.
- vi. There was a discussion about tourism in the City.

10/60F DATE OF NEXT MEETING

The next meeting will be on **Thursday 8th July 2010 at 7.00pm.**
The meeting closed at 8.30pm