

**WELLS CITY COUNCIL**  
**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD**  
**IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON THURSDAY 14<sup>th</sup> JUNE 2012**  
**AT 7.00PM**

**PRESENT:** Cllrs: M Brandon (The Mayor); T Butt Philip (Deputy-Mayor);  
T Robbins; D Unwin; C Price; J North; G Wilson.

**IN ATTENDANCE:** Town Clerk: F White; RFO: S Luck.  
Admin. Assistant: C Pritchard-Williams  
Cllrs: A Gibson; N Kennedy.  
1 member of the press.

**12/64F ELECTION OF CHAIRMAN**

The Mayor opened the meeting and called for nominations for Chairman. Councillor Robbins was proposed and seconded, there being no other nominations he was elected and took the Chair.

**12/65F ELECTION OF VICE-CHAIRMAN**

The Mayor opened the meeting and called for nominations for Vice-Chairman. Councillor North was proposed and seconded, there being no other nominations he was elected Vice-Chairman.

**12/66F APOLOGIES FOR ABSENCE** Cllr. D Anderson.  
Cllr Butt Philip would arrive late.

**12/67F DECLARATIONS OF INTEREST**

Cllrs North and Unwin declared as personal interest in the skateboard park as members of Mendip District Council. 12/76F

**12/68F MINUTES OF THE MEETING HELD ON 10<sup>th</sup> MAY 2012**

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

**12/69F MEETING OPEN TO THE PUBLIC**

Cllr Kennedy was permitted to speak on various items throughout the meeting. Cllr Gibson was present to speak on 12/75F. Robert Smith, Wells Journal, introduced himself.

**12/70F FINANCIAL REPORT**

The accounts had been scrutinised and bank statements checked prior to the meeting. The accounts for May 2012 were proposed, seconded and approved. In answer to questions the Chairman directed members to the Council's Financial regulations and explained that the accounts are available for inspection at any reasonable time.  
(Cllr Butt Philip arrived).

**12/71F TO APPOINT BANK SIGNATORIES**

To add the Town Clerk (not authorised to sign cheques)) for administrative purposes and Cllr Briton and Gibson as accessible cheque signatories. The existing signatories being:  
The RFO (not authorised to sign cheques); Cheque signatories: Cllrs Anderson, Brandon, Kennedy, Robbins.  
The Chairman answered questions and explained procedures. The additional signatories were approved.

- 12/72F TO APPROVE ARRANGEMENTS FOR PAYMENT OF ACCOUNTS BY BACS TRANSFER**  
 The RFO explained the proposal to make all regular payments by BACS; some are already paid in this way with no problems, BACS payment is increasingly being requested; many receipts are by BACS. Authorisation for BACS payments is given by providing a list of payments to two signatories to sign.  
 In answer to question the Chairman clarified there would be no effect on interest received.  
 The proposal was approved.
- 12/73F ANNUAL REVIEWS:** Standing Orders and other matters  
 To make arrangements for review of procedural matters as directed by Council. Information was reported from a recent SALC meeting regarding imminent changes to the Code of Conduct, these will have a direct effect on Standing Orders.  
 The relevant section from Standing Orders was circulated listing items for review, to be considered at the next meeting.
- 12/74F WEBSITE** Up-date  
 A projection of the website so far was very well received and some forward items agreed.
- 12/75F CROWN COURT DEVELOPMENT SCHEME**  
 Presentation from Working Group.  
 To approve quotes re: DDA compliance and Roof Void Insulation.  
 Cllr Gibson presented information; members went to the rear Vestibule to view the relevant stairs for disability access schemes.  
 There was a discussion and questions.  
 Eventually Cllr North made the following proposals:  
 i. To obtain 3 quotes for roof insulation  
 ii. To obtain 3 quotes for DDA compliance lifts to middle floor (it was acknowledged this is a specialist service and 3 quotes may not be possible)  
 iii. The Court Room Working Group to put together a precise project plan with explanations and costs, allowing for a 10% over-run, return and present to the F&GP Committee.  
 These proposals were seconded by Cllr Wilson, a vote was taken and the proposals agreed.  
 Cllr Gibson was thanked for what she had done.
- 12/76F SKATEBOARD PARK** Up-date  
 MDC and Waitrose have now agreed to the access arrangements requested by the RFO at a meeting. The City Council will cut back the hedges along the end section of Lovers Walk to allow maintenance vehicles to pass.  
 Other funding sources will now be contacted regarding repairs/refurbishments needed in the Skate Park.
- 12/77F PROVISION OF SIGNS**  
 DPP Alcohol Consumption Restriction Order (LG & Rating Act 1997 S.31)  
 Awaiting information from the Police regarding locations for signs.
- 12/78F MAILING TO TWIN TOWNS** (Item from Cllr Unwin).  
 Cllr Unwin had received an enquiry regarding posting of the Wells Journal to Bad Durkheim.  
 After discussion, Cllr Butt Philip (Deputy Mayor), as the Council's representative, was asked to talk to the Town Twinning Association about the matter.  
 The Chairman proposed, it was seconded and agreed that Cllr Butt Philip as

representative shall ask the Twinning Association if they want the Wells Journal sent to Bad Durkheim.

**12/79F ART COMPETITION** To consider quotes for picture rail  
Quotes were received, after consideration a vote was taken and it was agreed not to proceed with this proposal.

**12/80F ANY OTHER MATTERS OF REPORT**

- i. "A" Boards: Cllr Price asked how the project is proceeding. The Chairman stated the City Council is waiting for Somerset County Council to authorise the scheme and make enforcement arrangements with Mendip District Council.
- ii. Cllr North wished to draw to members' attention that the September meeting of full Council will coincide with a meeting of Mendip District Council.
- iii. The Chairman distributed information on energy and cost-saving light bulbs; item for next agenda.
- iv. The Town Clerk reported the Audit Commission intends to appoint Grant Thornton UK LLP to Audit the annual return of Wells City Council from 2012/13; any reasons why this appointment should not be made should be notified by 29<sup>th</sup> June.
- v. The RFO reported negotiation of a greatly reduced contract on the Photocopier.

**DATE OF NEXT MEETING: Thursday 12<sup>th</sup> July at 7.00pm**