

WELLS CITY COUNCIL
MINUTES OF THE MEETING OF WELLS CITY COUNCIL HELD IN THE COUNCIL
CHAMBER, WELLS TOWN HALL ON THURSDAY 25th JULY 2013, 7:00PM

PRESENT: Cllrs: T Butt Philip (The Mayor); C Briton (Deputy Mayor); D Anderson;
M Brandon; S Davies; A Gibson; N Kennedy; J Osman; J Parkes;
C Price; D Unwin; G Wilson.

IN ATTENDANCE: Town Clerk: F White.
RFO: S Luck. Mace-Bearer: M Goody; Chaplain: N Sullivan.
1 member of the press. 4 members of the public.

13/98C APOLOGIES FOR ABSENCE

Cllrs: A Denison; J North; T Robbins; H Siggs.
Somerset and Avon Police. Wells Journal.

13/99C DECLARATIONS OF INTERESTS

Cllr Davies declared a personal and prejudicial interest as School Governor, in the Blue School Sports Centre Community Use Agreement (13/105C).

13/100C MINUTES of the meeting of the City Council held on 27th 2013 were proposed, seconded, approved and signed by the Mayor.

13/101C MEETING OPEN TO THE PUBLIC

- i. Mr Hudsmith spoke about parking problems at Wookey Hole Road. Several Councillors replied. Cllr Osman reported two Traffic Regulation Orders ready elsewhere in the city and discussions taking place between SCC Highways and residents in Wookey Hole Road regarding double yellow lines.
- ii. Mrs Siddons asked if the report on the Recreation Ground Trust had been received from Mendip District Council; it had not.

13/102C TO RECEIVE A REPORT FROM THE POLICE Apologies had been received.

13/103C MAYOR'S ANNOUNCEMENTS

The Mayor has written on behalf of the people of Wells to congratulate the Duke and Duchess of Cambridge on the birth of their child.

13/104C COMMUNITY USE AGREEMENT (Cllr Davies left the room).

To approve Wells Blue School Sports Centre Community Use Agreement. Further information had been provided to members. After a short discussion the draft, with the negotiated amendments, was proposed, seconded and approved. (Cllr Davies returned).

13/105C COUNCIL DIARY To approve the calendar of meetings for January – May 2014. After discussion, the draft calendar was proposed, seconded and approved.

13/106C MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE

To receive the minutes of the meeting held on 27th June 2013:
The Chairman presented the minutes and invited questions.

13/107C MINUTES OF THE PLANNING & ENVIRONMENT COMMITTEE

To receive the minutes of the meeting held on 4th July 2013:
The Chairman presented the minutes and invited questions.

13/108C MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

To receive the minutes of the meeting held on 11th July 2013 and approve recommendations:

The Vice Chairman presented the minutes and invited questions.

Cllr Davies thanked the Committee for agreeing to install the bin at Tor Street layby thus improving the environment and supporting tourism.

Cllr Price enquired about the Court Room development; the Town Clerk gave a progress up-date.

RECOMMENDED:

Annual Reviews -

- i. **To approve existing Standing Orders (no amendments)**
- ii. **To adopt the revised Delegation Scheme (attached).**

The recommendations were proposed, seconded and approved.

13/109C Mendip District Council STREET NAMING AND NUMBERING POLICY

The Policy guidance was discussed; Councillors were in agreement that it was not sensible and they had objections to its use. The Town Clerk explained the process for street naming. The Council has suggested some names at the request of one of the developers but these have been rejected by MDC. The formal request for names for the former Nutricia and Clares sites will be put to the City Council's Planning and Environment Committee meeting on 8th August. It was agreed that the Council's preferred names will be submitted with a supporting letter; a course of action was agreed should these names be refused.

13/110C REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES AND DISTRICT AND COUNTY COUNCILLORS.

i. Somerset County Council

Cllr Osman reported there will be on-going cut backs to local government following the Comprehensive Spending Review. SCC will hold a county wide consultation during August to October attending events such as Night on the Town in Wells. Cllr Osman accepted an invitation to address the City Council during the consultation. Cllr Osman answered questions on: The Brewhouse Theatre; funding for cycle ways; local bus services.

ii. Mendip District Council

Cllr Unwin spoke about the Car Parks Working Group; it will be meeting soon and will be considering issues in Wells.

iii. Fairtrade

Cllr Briton reported a very successful wine and cheese evening held in the Town Hall. The organisers had particularly complimented the Town Hall Manager and his Deputy for the help they provided.

13/111C ANY OTHER URGENT MATTERS OF REPORT.

- i. The Mayor, as President of Wells Operatic Society, congratulated his Deputy on his recent performance.
- ii. Cllr Unwin presented framed copies of the Fontanellato twinning charters.
- iii. Cllr Gibson reported the recent theft of two Wells in Bloom baskets from a pole in Broad Street; reported to the Police by Cllr Brandon, crime number obtained. She also thanked the Open Spaces Team for their help with solving a recent plant crisis up a high pole.

13/112C DATE OF NEXT MEETING

The next meeting will be at **7pm on Thursday 26th September 2013.**

Scheme of Delegation adopted JULY 2013

Finance and General Purposes Committee

1. To exercise the powers of the City Council in regard to:-
 - Consideration and determination of all financial matters of the Council with the exception of those reserved by statute.
 - Awarding grants (budgets assigned to other committees shall not be used to award grants)
 - Use of assets and routine management of property (buildings)
2. To make recommendations to the City Council in regard to:-
 - The annual Budget and Precept
(The F&GP Committee shall not have authority over the use of the budget assigned to any other committee)
3. To consider any major Council events proposed, and make recommendations to Council.

Staffing Committee

1. To make recommendations to the City Council in regard to:-
 - Staffing matters.
2. Power to make appointments and take action within policy and budget (save in respect of the Town Clerk)
3. To exercise the powers of the City Council in regard to:-
 - Staffing matters, in accordance with Standing Order 26
 - Budgeted expenditure allocated to the Committee

Cemetery and Open Spaces Committee

1. To exercise the powers of the City Council in regard to:-
 - Budgeted expenditure allocated to the Committee
2. To delegate routine administration of the Cemetery, burial arrangements and setting of fees & charges, to the Superintendant.
 - To delegate day-to-day management of the Allotments to the Manager and to approve the Allotment rents.
 - To delegate management of other open spaces under the responsibility of the Council to the Open Spaces Officer.
3. To make recommendations to the City Council in regard to:-
 - Policies and major expenditure on Open Spaces including Cemetery (Revenue and Capital).
 - Strategic management of Open Spaces (including Cemetery).

Planning and Environment Committee

- To exercise the powers of the City Council in regard to:-
- Making recommendations in response to consultations from Development Control and Licensing Authorities.
 - Responsibility for Highways matters
 - Responsibility for Environmental matters

City Centre Management Committee

(City Centre Area to be defined)

1. To make recommendations to the City Council in regard to:-
 - Matters relating to the City Centre Area
2. To make recommendations to Council in regard to:-
 - Council's participation in major city events, and make recommendations to Council; to manage Council's participation in such events, as requested by Council.
 - Street trading licences, busking permits and related matters, where powers have been delegated to the City Council by the responsible principle authority.
3. To exercise the powers of the City Council in regard to:-
 - Budgeted expenditure allocated to the Committee
 - to include Christmas Lighting in the City Centre

Assets and Archives Committee

1. To make recommendations to the City Council in regard to:-
 - Management of archives and civic assets (not including buildings)
2. To exercise the powers of the City Council in regard to:-
 - Budgeted expenditure allocated to the Committee
3. To carry out a Civic Review once in each Council term, making recommendations to full Council as to the conduct of civic matters pertaining to the Mayoral function and City Council.

Wells in Bloom Committee

1. To exercise the powers of the City Council in regard to:-
 - Budgeted expenditure allocated to the Committee
 - All functions in connection with Wells in Bloom and related events.

Town Clerk

The Town Clerk shall have delegated powers to:-

- Exercise the powers of the City Council, as delegated by the City Centre Management Committee, in regard to:-
 - Street trading licenses; busking permits and related matters, where powers have been delegated to the City Council by the responsible principle authority.
- Incur expenditure by the Council in accordance with Standing Orders and Financial Regulations.
- Take such action as is necessary for the management of Council property, buildings and staff in accordance with Standing Orders and Financial Regulations.

Notes:

1. Standing Order 1y: If a meeting is not quorate any outstanding business is automatically delegated to the Clerk in consultation with such members as may be available.
2. Non-Council members are not normally co-opted onto Wells City Council Committees; legal restrictions may apply; any persons co-opted shall not have voting rights.

F White Town Clerk
July 2013