

**WELLS CITY COUNCIL**  
**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING**  
**HELD IN THE COUNCIL CHAMBER AT WELLS TOWN HALL**  
**ON THURSDAY 11<sup>TH</sup> SEPTEMBER 2014 AT 7.00PM**

**PRESENT:** Cllrs: D Anderson (Vice Chairman); M Brandon; C Briton (the Mayor); J North; C Price; T Robbins (Chairman); G Wilson (Deputy Mayor).

**IN ATTENDANCE:** Town Clerk F White; RFO: S Luck  
Mr A Webb, Wells and Mendip Museum

**14/87F APOLOGIES FOR ABSENCE**  
Cllr Butt Philip

**14/88F 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 received. See 14/92F.

**14/89F MINUTES OF THE MEETING HELD ON THURSDAY 10<sup>th</sup> July 2014**  
Minutes of the previous meeting were proposed, seconded, approved and signed.

**14/90F MEETING OPEN TO THE PUBLIC**  
None present.

**14/91F FINANCIAL REPORT**

- i. To receive financial reports for July and August 2014  
The accounts had been scrutinised and bank statements checked, prior to the meeting.  
The accounts for July and August 2014 were proposed, seconded and approved.
- ii. To receive the annual audit report for 2013-14  
The external audit report was received. 'Conclusion of Audit' notices have been displayed. It was agreed that the annual procedures review will consider the NALC model Financial Regulations for adoption.

**14/92F PRESENTATION: Visitor Information Services**  
Mr Webb spoke on behalf of the Museum Trustees regarding the Visitor Information services. He was congratulated on the results of his efforts on behalf of the city. It was agreed that the Mayor and Town Clerk will work with him to help convene a meeting of representatives of relevant groups in the city. A stand-alone VIS website point, (provided by the VIS) will be hosted in the Town Hall vestibule.

**14/93F COMMUNITY CREDIT UNION** To consider corporate membership:  
(The Mayor declared a personal, non-prejudicial interest as a member.)  
The Mayor provided a summary of the presentation made to full Council in July.  
It was proposed, seconded and agreed to open a Wells City Council share account of £250.

**14/94F**

**FUTURE IT PROVISION**

The RFO presented figures for comparison, as requested at the previous meeting. Approval was given in principle to proceed.

**14/95F**

**PROPERTY LEASES** Up-date

Exclude the press and public: Due to the confidential nature of the business to be considered, relating to contracts and legal matters, 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, to exclude the press and public: Resolved.

1. Lease renewal and rent review have been concluded.
2. Recommendations were presented; proposed, seconded and approved.
3. Progress was reported.

**14/96F**

**MATTERS OF URGENT REPORT**

- i. Sites for winter grit bins should be submitted to the City Council office as soon as possible
- ii. HMRC rental income ends 31<sup>st</sup> October 2014
- iii. Museum Archive storage agreement is due for renewal 16<sup>th</sup> March 2015
- iv. Up-dated quotes to install the heat lobby in the vestibule have been sought and are coming in within the original budget; works will take place as soon as possible.

**14/97F**

**DATE OF NEXT MEETING: 7pm Thursday 9<sup>TH</sup> October 2014.**