

## WELLS CITY COUNCIL

### MINUTES OF THE MEETING OF THE FINANCE & COUNCIL MATTERS COMMITTEE HELD ON THURSDAY 13<sup>TH</sup> JULY 2023 AT 7:00PM IN WELLS TOWN HALL

**PRESENT:** Cllrs: L Agabani, S Cursley (Chair), T Robbins, H Siggs,  
I Von Mensenkampff, P Welch

**IN ATTENDANCE:** Town Clerk: S Luck  
WCC Staff: S Glendinning  
Somerset Councillor: T Munt  
2 members of public

**23/67/FCM APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS**  
Cllrs: G Folkard, T Pullin (Mayor)

**23/68/FCM DECLARATIONS OF INTEREST**  
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12<sup>th</sup> May 2022.  
Cllr Siggs declared a personal interest in confidential item **23/77/FCM**

**23/69/FCM MINUTES OF THE FINANCE MEETING HELD ON THURSDAY 8<sup>TH</sup> JUNE 2023:**  
Matters Arising:

The Town Clerk explained the points raised in 23/59/FCM:

- The amount stated for British Gas at the Portway Annexe is normally paid monthly. The figure shown in the May 2023 accounts was for two months. A new supplier has now been sourced.
- The bandstand electricity costs have been received as they were historic from MDC.
- The new contract with Charis at the Wells Hub is for 19 months. It is for all refugees and serves Shepton, Glastonbury and Street as well as Wells. The hub is largely run by volunteers, this is not sustainable as the hub grows. Staff will need to be appointed in the future, funded by the government grant.
- The Recreation Ground Trust is not VAT registered.

The minutes were agreed and signed as a true record.

**23/70/FCM MEETING OPEN TO THE PUBLIC**  
Nobody wished to speak.

**23/71/FCM FINANCE**  
The Town Clerk presented the June 2023 accounts and answered questions. The accounts and all expenses for June 2023 were approved by the committee.

Cllr Von Mensenkampff led a discussion on the viability and use of the Tourist Information Centre and suggested part of the area could be used to display local artist work. It was strongly felt by the committee the TIC played a vital role supporting Tourism and the Wells Ambassadors here in the City. The Town Clerk advised the footfall was over 1,000 last week.

**23/72/FCM PORTWAY ANNEXE**  
The Town Clerk presented the Portway Manager's Report and the Income Breakdown graphs previously circulated with the agenda. There were no questions.

Cllr Welch congratulated Alex Westwood, Portway Annexe Manager and staff for their hard work.

Cllr Siggs questioned the size of the trees surrounding the building and car park area. The Town Clerk advised they were subject to a TPO and were regularly assessed.

**23/73/FCM      ARCHIVES AND CIVIC ASSETS**  
Lead Councillor Siggs gave an update on the Civic Review. He has met with Cllr Cursley and they have started the re-write. This has been reviewed by the Town Clerk and will be trialled by the Mayor and Deputy Mayor and then brought back to Finance and Full Council for approval.

**23/74/FCM      UNITARY AND ACQUISITIONS**  
The Town Clerk has attended another clerks meeting. Staff are now being appointed at lower levels.  
Lead Councillor Welch had attended the first LCN meeting in June. He noted the meeting had been run very professionally and was very useful. He will be meeting with St Cuthbert Out later in the month.  
There were no further questions.

**23/75/FCM      ANY MATTERS OF URGENT REPORT**  
The Town Clerk advised the Risk Assessment was now back from the Insurance Inspector. There were a few safety requests, which the Town Clerk explained, action has been taken to put these into place.

**23/76/FCM      DATE OF NEXT MEETING: 7pm, Thursday 14<sup>th</sup> September 2023**

**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 report.

**23/77/FCM**      The Town Clerk raised a problem with a block of Town Hall Bookings, members discussed various options and it was unanimously agreed actions for the Town Clerk to follow.

**23/78/FCM**      The proposal for a new tenant for the Market Hall were considered and agreed.

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