

WELLS CITY COUNCIL
MINUTES OF THE ANNUAL MEETING OF WELLS CITY COUNCIL HELD IN THE
BALLROOM, WELLS TOWN HALL, AT 5PM ON SATURDAY 17TH MAY 2014
(AND ADJOURNED TO 7PM WEDNESDAY 21ST May 2014)

PRESENT: Cllrs: D Anderson; M Brandon; C Briton; T Butt Philip; S Davies;
A Denison; A Gibson; N Kennedy; J North; J Osman; J Parkes;
C Price; T Robbins; H Siggs; D Unwin; G Wilson

IN ATTENDANCE: Town Clerk: F White
approximately 120 members of the public and press

Informal Proceedings: The proceedings commenced with the procession of the Mayor and City Council; prayers were said by the Chaplain.
The vote of thanks to the outgoing Mayor was made by Cllr Tony Robbins.
The Mayor Cllr Butt Philip gave his speech and presented a bible to the Council; he was presented with the City Badge by the Father of the Council, Cllr Norman Kennedy.

Formal Proceedings: **The Mayor then opened the formal business meeting of the Council:**

14/64C ELECTION OF MAYOR

The outgoing Mayor called for nominations for Mayor:
Cllr Kennedy nominated Cllr Briton, seconded by Cllr Wilson; there were no further nominations. A vote was taken and Cllr Briton was unanimously elected.
Cllr Butt Philip declared the election of the 641st Mayor of Wells and invested Cllr Briton with the chain of office.
The mayoral party left the room for the exchange of robes and chain whilst the Archivist, Dr Julia Wood, spoke about the history of the waterways gifted to the citizens by Bishop Bekynton.
The Mayoral party returned.

14/65C ASSUMPTION OF OFFICE

The Town Clerk led the Mayor through the signing of the following legal and historic documents:

- i. The Declaration of Acceptance of Office
- ii. The Oath of Allegiance
- iii. The Roll of Mayors

14/66C MAYOR'S SPEECH OF ACCEPTANCE

Cllr Briton (The Mayor) gave his speech of acceptance, thanking his fellow Councillors for appointing him.

14/67C APPOINTMENT OF MAYORESS

The Mayor appointed his Mayoress (Sarah Briton) and invested her with the Chain of Office.

14/68C ELECTION OF DEPUTY MAYOR

The Mayor called for nominations for Deputy Mayor:
Cllr Osman nominated Cllr Wilson, seconded by Cllr Robbins; there were no further nominations. A vote was taken and Cllr Wilson was unanimously elected.
The Mayor declared the election of Cllr Wilson as the Deputy Mayor of Wells and invested him with the chain of office.
The Deputy Mayor made a speech during which he presented a book to the Mayor.

The following traditional actions were carried out by the Mayor:

14/69C

TRANSFER OF CUSTODY OF TWIN TOWN KEYS

The Chairman of the Twinning Association presented the keys of Paray-le-Monial, Bad Durkheim and Fontanellato to the Mayor for safe keeping.

14/70C

CONFIRMATION OF APPOINTMENT OF ST CUTHBERT'S CHURCHWARDEN

The Mayor confirmed the appointment of the Churchwarden of St Cuthbert's Church.

14/71C

APPOINTMENT OF HONOURARY OFFICERS

The Mayor made the following traditional appointments:

- i. The High Constables
- ii. The Mayor's Chaplain
- iii. The Mayor's Serjeant-at-Mace
- iv. The Council's Serjeant-at-Mace
- v. The Town Crier

The Town Crier announced the election of the 641st Mayor of Wells in the traditional manner, ringing his bell and crying out from the Town Hall balcony over the Market Square.

14/72C

MINUTES AND ALL FURTHER BUSINESS

The Council was adjourned by the Mayor and all further business deferred until the Council reconvenes at 7pm on Wednesday 21st May 2014 in the Council Chamber, Wells Town Hall.

The civic procession left the Hall and guests were ushered down to the Court Room for refreshments.

WELLS CITY COUNCIL
MINUTES OF THE RECONVENED ANNUAL MEETING OF WELLS CITY COUNCIL
HELD IN THE COUNCIL CHAMBER, WELLS TOWN HALL, AT 7PM ON WEDNESDAY
21ST MAY 2014

PRESENT: Cllrs: C Briton (The Mayor); G Wilson (Deputy Mayor); D Anderson;
M Brandon; T Butt Philip; A Denison; A Gibson; N Kennedy; J North;
J Parkes; C Price; T Robbins; H Siggs; D Unwin

IN ATTENDANCE: Town Clerk: F White; RFO S Luck; Mace Bearer J Rood.
2 members of the public; 1 member of the press
Wells Beat Manager, Avon and Somerset Police

14/73C APOLOGIES FOR ABSENCE

Cllrs: Davies, Osman.

14/74C DECLARATIONS OF INTERESTS

To receive Councillors' Declarations of Interest, made under the Council's Code of Conduct adopted 27th July 2012.

Cllrs: Denison, North, Siggs, Unwin each declared a personal non-prejudicial interest as members of Mendip District Council, in 14/82C Neighbourhood Plan.

14/75C MINUTES of the Meeting of the City Council held on 24th April 2014

To be confirmed as a true record and signed by the Mayor.

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

14/76C MEETING OPEN TO THE PUBLIC

None wishing to speak.

14/77C TO RECEIVE A REPORT FROM THE POLICE

Beat Manager PC Pearson reported:

- i. The May Fair was very successful; no arrests, no reports to the Police of anti-social behaviour.
- ii. There has been a spate of attacks on free-standing ATMs across the whole force area.
- iii. PACT meeting: the priorities were Speeding again, plus Littering on the Recreation Ground and Cathedral Green.
- iv. The Sergeant and Inspector hope to attend the next Council meeting to introduce the new policing structure for Wells.
- v. A recent arrest for begging was judged not in the public interest to proceed in the court. The Beat Officer sought Councillors' views on how begging should be dealt with; he would need public support to take action in future.

14/78C MAYOR'S ANNOUNCEMENTS

There will be a choir concert in the Town Hall by Wells primary schools at 6.30pm on Tuesday 8th July, in aid of the Mayor's charities.

14/79C TO APPOINT MEMBERS TO SERVE ON THE COUNCIL'S COMMITTEES

It was agreed that nomination would be by members volunteering to serve on each committee; in the event of a surplus a vote would be held.

- i. Planning and Environment
- ii. Staffing
- iii. Cemetery and Open Spaces
- iv. City Centre Management
- v. Archives and Civic Assets

vi. Wells in Bloom

Members were appointed to the above committees by agreement.

vii. Finance and General Purposes:

A vote was required; it was proposed, seconded and agreed that a ballot be held under Standing Order 1sii. A ballot was conducted to appoint members to this committee.

The list of members appointed to each committee is attached.

14/80C

TO MAKE ARRANGEMENTS FOR REVIEW OF THE COUNCIL'S STANDING ORDERS AND OTHER MATTERS

a. Annual Reviews To resolve that the Finance and General Purposes Committee shall ensure the following are reviewed for presentation to Council by October 2014:

i. Standing Orders

ii. Financial Regulations and related matters

iii. Committees' terms of reference and related matters, and shall ensure that all annual reviews required under Standing Order 2k are completed.

RESOLVED

b. To note the Council's Calendar of meetings for 2014

(approved 23.01.2014).

NOTED

14/81C

TO APPOINT REPRESENTATIVES TO OTHER BODIES

Members were appointed by agreement. See list attached.

14/82C

NEIGHBOURHOOD PLAN STEERING GROUP

Cllr Butt Philip reported from the Neighbourhood Plan Steering Group and answered questions.

i. An application has been made to MDC for the City of Wells to be designated a Neighbourhood Area.

ii. The application to Locality for grant funding of £7,000 for the project has been successful. The funds must be used by the end of 2014.

iii. Terms of reference for the Steering Group were presented. An amendment was agreed to item 6a. 'Declarations of Interest' to read:

"All Steering Group members should complete a declaration of interests as followed by members of the City Council". **The document was then proposed, seconded and unanimously approved subject to the amendment being accepted by the Steering Group.**

14/83C

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

To receive the minutes of the meeting held on 8th May 2014, the Internal Audit Report, and approve recommendations.

The Chairman presented the minutes and invited questions.

Members noted the Internal Audit report; there were no matters for consideration. The Town Clerk and RFO were thanked for their work in preparing for the audit.

RECOMMENDED

re: Annual Audit Return for the year ending 31st March 2014

i. **To approve and sign the Accounting Statement**

ii. **To approve and sign the Annual Governance Statement**

Proposed, seconded and approved. The Audit return and Annual Governance Statement were signed by the Mayor.

- 14/84C** **MINUTES OF THE STAFFING COMMITTEE**
To receive the minutes of the meeting held on 1st May 2014.
The Chairman presented the minutes, drew members' attention to 14/18S,
and invited questions.
- 14/85C** **MINUTES OF THE PLANNING & ENVIRONMENT COMMITTEE**
To receive the minutes of the meetings held on 1st May and 17th May 2014.
The Chairman presented the minutes and invited questions.
- 14/86C** **ANNUAL CITY MEETING**
To note the draft minutes of the Annual City meeting held on 22nd April
2014. **NOTED**
- 14/87C** **ANY OTHER URGENT MATTERS OF REPORT**
- i. Wells Recreation Ground Trust
 Cllr North thanked everyone who attended the recent public meeting at
 the Town Hall, there were over 120 people; a very wide range of issues
 were raised; these will be considered by the Board at their next meeting
 in June.
- ii. City of Wells Almshouses
 The trustees are reviewing the governing documents; this includes a
 review of the number of trustees appointed by other bodies and the
 method of appointment.
- 14/88C** The next meeting will take place at **7pm on Thursday 26th June 2014**

COMMITTEES 2014/15

FINANCE & GENERAL PURPOSES COMMITTEE

Cllr Chris Briton (Mayor)
Cllr Gordon Wilson (Deputy Mayor)
Cllr David Anderson
Cllr Maureen Brandon
Cllr Theo Butt Philip
Cllr John North
Cllr Colin Price
Cllr Tony Robbins

ARCHIVES & CIVIC ASSETS COMMITTEE

Cllr Chris Briton (Mayor)
Cllr Gordon Wilson (Deputy Mayor)
Cllr Theo Butt Philip
Cllr Alison Gibson
Cllr Colin Price
Cllr Tony Robbins
Cllr Harvey Siggs
Cllr Danny Unwin

PLANNING AND ENVIRONMENT COMMITTEE

Cllr Chris Briton (Mayor)
Cllr Gordon Wilson (Deputy Mayor)
Cllr David Anderson
Cllr Maureen Brandon
Cllr Theo Butt Philip
Cllr Alison Gibson
Cllr Norman Kennedy
Cllr John Parkes

CITY CENTRE MANAGEMENT COMMITTEE

Cllr Chris Briton (Mayor)
Cllr Gordon Wilson (Deputy Mayor)
Cllr Maureen Brandon
Cllr Theo Butt Philip
Cllr Alison Gibson
Cllr John Osman
Cllr Colin Price
Cllr Tony Robbins

WELLS IN BLOOM COMMITTEE

Cllr Chris Briton (Mayor)
Cllr Gordon Wilson (Deputy Mayor)
Cllr Maureen Brandon
Cllr Alison Gibson
Cllr John Parkes
Cllr Colin Price
Cllr Tony Robbins
Cllr Danny Unwin

CEMETERY AND OPEN SPACES COMMITTEE

Cllr Chris Briton (Mayor)
Cllr Gordon Wilson (Deputy Mayor)
Cllr Maureen Brandon
Cllr Theo Butt Philip
Cllr Simon Davies
Cllr Norman Kennedy
Cllr Tony Robbins
Cllr Danny Unwin

STAFFING COMMITTEE

Cllr Gordon Wilson (Deputy Mayor)
Cllr Theo Butt Philip
Cllr Norman Kennedy

Cllr John Parkes
Cllr Harvey Siggs
Cllr Danny Unwin

**WELLS CITY ORGANISATIONS
TRUSTEES AND REPRESENTATIVES**

Wells City Council Appointments May 2014-2015

POLICE AND COMMUNITY TOGETHER (PACT)	Cllr John Osman
SOMERSET ASSOCIATION OF LOCAL COUNCILS (SALC)	Cllr Theo Butt Philip
DISTRICT HEALTH AND WELL-BEING BOARD	Cllr Chris Briton (<i>The Mayor</i>)
MENDIP URBAN FORUM	Cllr Theo Butt Philip
CCTV REPRESENTATIVE	Cllr Tony Robbins
CITY OF WELLS ALMSHOUSES	Cllr Chris Briton (<i>The Mayor</i>) Cllr Gordon Wilson (Deputy Mayor) Cllr Theo Butt Philip Cllr John Parkes Cllr Danny Unwin
CHAMBER OF COMMERCE AND TOURISM	Cllr Theo Butt Philip
TWINNING ASSOCIATION	Cllr Tony Robbins
WELLS MUSEUM	Cllr Chris Briton (<i>The Mayor</i>)
WELLS SPORTS COUNCIL	Cllr Colin Price
CITIZENS ADVICE BUREAU (CAB) MANAGEMENT COMMITTEE	Cllr Maureen Brandon
WELLS CARNIVAL COMMITTEE	Cllr Theo Butt Philip
CONNECT YOUTH CENTRE	Cllr Chris Briton (<i>The Mayor</i>)
TRANSITION WELLS	Cllr Chris Briton (<i>The Mayor</i>)
FAIR TRADE	Cllr Chris Briton (<i>The Mayor</i>)
NEIGHBOURHOOD PANEL / ASTER COMMUNITIES	Cllr Danny Unwin
WELLS BLUE SPORTS CENTRE MANAGEMENT COMMITTEE	Cllr Tony Robbins