

**WELLS CITY COUNCIL
MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER AT WELLS TOWN HALL ON THURSDAY
9th MAY 2013 AT 7.00PM**

PRESENT: Cllrs: T Robbins (Chairman); M Brandon (The Mayor); C Price;
G Wilson; D Anderson; T Butt Philip (Deputy-Mayor).

IN ATTENDANCE: Town Clerk: F White; RFO: S Luck.

13/42F APOLOGIES FOR ABSENCE
J North (Vice Chairman); D Unwin.

13/43F DECLARATIONS OF INTEREST
None.

13/44F MINUTES OF THE MEETING HELD ON 11th April 2013
Minutes of the previous meeting were proposed, seconded, approved and signed.

13/45F MEETING OPEN TO THE PUBLIC
None present.

13/46F FINANCIAL REPORT
To receive the financial reports for April 2013. The accounts had been scrutinised and bank statements checked prior to the meeting. The accounts for April 2013 were proposed, seconded and approved.

13/47F TENDERING PROCESS To consider review of Financial Regulations:
The Chairman spoke about the selection processes governed by the Financial Regulations, these are reviewed annually. In response to recent queries, the review will be carried out early in the next Council year; members will be consulted and have the opportunity to put their views at that time. This was agreed.

13/48F ANNUAL AUDIT

- i. To receive a report from the Internal Auditor:
The report was discussed; the auditor had spent a day checking the accounts and the governance procedures and found nothing to report. One point for future action was noted – a procedure is being put in place for bank signatories to approve direct electronic payments. (In addition to these being approved in the itemised monthly accounts). The report was received and approved.
- ii. To complete the annual audit return and governance statement for the year 2012-13, for recommendation to full Council: The completed Annual Return was proposed, seconded and approved for recommendation to Council.

RECOMMENDED

- i. To approve and sign the Accounting Statement**
- ii. To approve and sign the Annual Governance Statement.**

13/49F FUNDING REQUESTS

- i. Wells City Archers small grant application
(Local Gov. Misc. Provisions Act 1976 S.19)
A grant of £500 was proposed, seconded and approved.
- ii. Wells Vineyard Foodbank (LGA 9172 S.137)
£480 was proposed and seconded; it was agreed that the expenditure would be commensurate with the benefit to parishioners; the grant was approved.

- 13/50F MOAT WALK** Up-date
The City Council is waiting for Mendip District Council to finish clearing the banks as agreed, and waiting to hear from the Church Commissioners' agent regarding the terms of the contract.
- 13/51F COURT ROOM DEVELOPMENT** Up-date
Electrical work has started. The boiler will be shut down on 1st June so that the main works can commence. Conservation permissions are in progress.
The bar area will be a priority so that there is minimum disruption to functions bookings.
- 13/52F MATTERS OF URGENT REPORT**
Report from the Reception Services Working Group: the group recommended that the service users should be consulted. A short questionnaire was approved, to be made available to members of the public who visit the Town Hall.
- 13/53F DATE OF NEXT MEETING: Thursday 13th June 2013 at 7.00pm**