

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD IN THE COUNCIL CHAMBER, WELLS TOWN HALL, ON THURSDAY 9TH NOVEMBER 2017 AT 7.00PM

PRESENT: Cllrs: M Brandon; J North (Mayor); J Osman; C Price; T Robbins (Chairman);
H Siggs; D Swain (Vice-Chairman); C Wride (Deputy Mayor)

IN ATTENDANCE: Town Clerk: F White
RFO: S Luck
Cllr. R Greenwell
County Cllr. T Munt

17/99F APOLOGIES FOR ABSENCE
None received

17/100F DECLARATIONS OF INTEREST
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 26th July 2012:
See 17/104F P4. [4158](#)

17/101F MINUTES OF THE MEETING HELD ON THURSDAY 12TH OCTOBER 2017
Minutes of the previous meeting were proposed, seconded, approved and signed.

17/102F MEETING OPEN TO THE PUBLIC
None wishing to speak.

17/103F FINANCE REPORT
To receive the financial reports for October 2017:

- i. The bank statements and accounts had been checked prior to the meeting. The accounts for October 2017 were proposed, seconded and approved.
- ii. Notification received from Lloyds bank that extra ¼% will be applied to the council's deposit accounts.
- iii. Emergency repairs to the Town Hall roof have been carried out; a condition report will follow.
- iv. Air conditioning/heating unit in the Council Chamber has failed; as the only source of fresh air and heating this will be replaced as a matter of urgency – the room is in use for multi-purpose bookings.

17/104F DRAFT BUDGET FOR YEAR 01/04/2018 – 31/03/2019
To consider draft and make recommendations to Council.
The RFO presented a draft budget, this including all items as requested by committees and members to date. The committee discussed the draft in detail, working through it one page at a time.
P.1. [4001;4004](#): Administration Salaries, PAYE & Superannuation:
It was agreed to defer any recommendations on salaries/related budgets until after the Staffing Committee has received the report at its next meeting on 16th November.
The Town Clerk was asked to e-mail the council benchmarking guidance to members for their information regarding the process.
P2. No matters outstanding.
P3. [4134](#): Hospitality:
After consideration of take-up and purpose of the Hospitality budget, it was agreed by vote to allocate £2,000. It was agreed that there would be no separate budget

for town twinning; application can be made for funds from the Hospitality budget to host visiting civic dignitaries who are invited by the City Council.

4151 Tourism Grant:

It was agreed that use of this budget should be monitored for transparency.

1000 Town Hall lettings:

Members noted the continued high level of bookings; charges are monitored to achieve best value on lettings income.

P4. 4158 Wells Recreation Ground Trust fund

Cllrs. North, Osman, Robbins, Siggs, Wride each declared a personal and non-prejudicial interest as members of Wells Recreation Ground Trust.

After discussion it was proposed, seconded and agreed by vote, to budget £5,000.

P5. No matters outstanding.

P6. The Grade I listed cemetery gates were discussed. No matters outstanding.

P7. No matters outstanding.

In conclusion the RFO was thanked for all his work in producing the budget.

It was agreed to hold a meeting after the Staffing committee report.

17/105F

ANNUAL GOVERNANCE REVIEW

To review the Council's criteria for funding community grants:

The Town Clerk's report and risk assessment had been circulated to members, together with a draft of suggested grant criteria for use under the General Power of Competence.

Community Grants

- i. It was agreed to join 4149 and 4150 to form one community grants fund.
- ii. The draft grant criteria were accepted, subject to an agreed amendment.

Town Hall lets

- i. It was agreed that the situation would remain as it is; discounts are given to charity bookings. In exceptional circumstances application can be made to the committee for a grant to cover the booking cost.
- ii. Criteria for community lets were agreed, for reference by the committee when considering an application for cost of a Town Hall let.

OTHER MATTERS OF REPORT

- i. City Council support for the work of the Royal British Legion: accommodation and servicing.
- ii. Filming donation: Poldark 4 will be donating £1,000 to the Changing Places project.

17/106F

DATE OF NEXT MEETING: 5pm WEDNESDAY 13th December 2017