

WELLS CITY COUNCIL

MINUTES OF THE ARCHIVES AND CIVIC ASSETS COMMITTEE HELD IN THE COUNCIL CHAMBER, WELLS TOWN HALL, AT 6:00PM, ON THURSDAY 18TH OCTOBER 2018

PRESENT: Cllrs: R Greenwell, C Price, T Robbins, H Siggs (Chairman), D Swain

IN ATTENDANCE: Town Clerk: F White
1 member of the public

18/24A The meeting was opened by Cllr. Robbins in the Chair:

APOLOGIES FOR ABSENCE

Archivist: Dr J Wood

Cllr: C Wride (Mayor), J Osman (Deputy Mayor)

Cllr Siggs (Chairman) would arrive later.

18/25A **DECLARATIONS OF INTEREST**

To receive Councillors' Declarations of Interest, made under the Council's Code of Conduct adopted 26th July 2012:

18/26A **MINUTES OF THE MEETING** held on **Thursday 19th July 2018**

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

Matter Arising

Ref: 18/21A ii. Cllr. Price presented a background report. It was proposed, seconded and agreed to take the matter forward; Cllr. Price to co-ordinate with the Mayor and the committee Chairman.

18/27A **MEETING OPEN TO THE PUBLIC**

None wishing to speak.

18/28A **ARCHIVIST'S ANNUAL REPORT**

To receive the Archivist's Annual Report on the City Archives at the Museum: Noted. Cllr Siggs arrived and took the Chair.

18/29A **REPORT FROM THE ARCHIVIST**

To receive the Archivist's Report to the Committee: Noted.

Members commended the huge achievements that have been made.

It was suggested that the work of the volunteers should be recognised. It was agreed to ask the Mayor if she would perhaps host a tea for them in the Parlour with members of the committee.

18/30A **CIVIC REVIEW**

i. To review draft document for recommendation to Council

All submissions had been incorporated into the discussion draft and were considered in detail. The Town Clerk will prepare the resulting final draft for return to the next meeting.

ii. To consider the role of the Mayor and Deputy Mayor in town twinning

It was agreed that these roles had been clarified during consideration of the Civic Review. In summary:

- i. The Mayor's diary is entirely at the discretion of the Mayor; diary dates cannot therefore be pre-determined nor proscribed by any other individual or body.
- ii. A role for the Deputy Mayor in town twinning cannot be defined, as the Deputy Mayor simply acts for the Mayor when s/he is not available.
- iii. It was agreed that in the event that the Mayor was unable to make any twinning visit abroad during the Mayoral year, if they request the Deputy Mayor to attend in their stead, then the Mayor may be expected to offer to fund the cost of travel from the stipend.

18/31A FINANCE

To consider quotes for:

- i. Archives documents: quotes for conservation – deferred to next meeting
- ii. Archives website – deferred to next meeting
- iii. Parkes Room balcony project
- iv. Town Hall clock

Indicative quotes for items iii. and iv. were presented, these are beyond the budget of this committee to progress. After consideration it was agreed to put both proposals forward to the Finance and General Purposes Committee budget meeting to be considered for special projects funding, before progressing any further.

18/32A ANY OTHER MATTERS OF REPORT

- i. Cllr Swain: Picture of HM The Queen for the Council Chamber
The Town Clerk was directed to ask MDC how their picture was obtained.

18/33A DATE OF NEXT MEETING 6pm Thursday 21st February 2019