

WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD IN THE COUNCIL CHAMBER, WELLS TOWN HALL, ON THURSDAY 12TH APRIL 2018 AT 7.00PM

PRESENT: Cllrs: 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 D Unwin
5 members of the public

18/37F APOLOGIES FOR ABSENCE
M Brandon; J North (The Mayor); J Osman

18/38F DECLARATIONS OF INTEREST
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 26th July 2012:
None declared.
See 18/42F4ii.

18/39F MINUTES OF THE MEETING HELD ON THURSDAY 8TH MARCH 2018
Minutes of the previous meeting were proposed, seconded, approved and signed.

18/40F MEETING OPEN TO THE PUBLIC

- i. A representative spoke about the event 'Wake Up Wells' 18/42F1.
- ii. A representative spoke about the Wells Theatre Festival 18/42F2.
- iii. It was agreed that others present would speak as items arose.

18/41F FINANCE REPORT

- i. To receive the financial reports for March 2018
The bank statements and draft end of year accounts had been checked prior to the meeting. The end of year shut down took place earlier that day, the final accounts summary was circulated. The accounts for March 2018 were proposed, seconded and approved.
- ii. Audit arrangements for the financial year 2017 -2018
The RFO reported the end of year accounts have been concluded and reported on the reserve funds, these were approved. The internal audit will take place on Tuesday 17th April; the external audit form has been received, it will be prepared for signing at the full Council meeting on 26th April.
- iii. Phone kiosk
An initial quote has been received for works to the red phone box; it was agreed to clarify details.
- iv. Finger Sign post
Reports were received that works have been carried out to the finger sign post at Elm Close/Portway; no order has been placed by the City Council.

18/42F COMMUNITY FUNDING APPLICATIONS

1. Glastonbury Male Voice Choir; Wells Bandstand Concert: £250 - Further information was requested.
2. Wells Theatre Festival; children's theatre performance: £500 - Proposed, seconded and approved.
3. Wells Lions Club; musical entertainment at May Fair: £380 - Refusal was proposed, seconded and agreed: not granted.

4. Event funding applications:
 - i. 'Wake Up Wells' stakeholder conference: Sunday 7th October; use of Town Hall
Proposed, seconded and approved; the organisers are asked to provide a progress report back to the committee after the event.
 - ii. Hospitality for twin-town Mayor on Carnival weekend

Cllrs Price and Unwin each declared a personal and non-prejudicial interest, as members of the Twinning Association.

Cllr Unwin presented the application, speaking as a member of the Town Twinning Association. £800 from the Hospitality budget towards accommodation costs for the visiting Mayor and family, with a contingency for hospitality; a 3-4 day visit during November carnival from Paray le Monial.

Total maximum of £800 was proposed, seconded and agreed. Invoices to be made out to Wells City Council and submitted to the RFO.

18/43F

BUS ROUTE 67

To consider a funding contribution for 2018-19.

The Town Clerk to Burnham & Highbridge Council spoke on this matter.

Cllr Price presented information received from SCC, together with answers to further questions he had submitted; the committee was satisfied this is a community transport scheme.

The exact nature of the commitment and undertakings in the joint agreement remain unclear; the committee did not agree to sign up to it.

After discussion, Cllr Price proposed the City Council make a contribution to the project of £2,200 for the year 2018-19, this was seconded and approved; to be allocated from the current year (2018-19) funds as a discretionary grant.

18/44F

PROJECT REPORT

Speed Indicator Devices

The RFO reported on the sites survey, and presented a budget of costs totalling £4075. The project was approved to proceed; expenditure to be drawn from the SCC reserve fund.

18/45F

ANNUAL GOVERNANCE REVIEWS

- i. Financial risk assessment and review of Internal financial controls
The Town Clerk presented the draft document and reminded members of their responsibilities to the annual governance audit. The document was approved subject to inclusion of a response to the General Data Protection Regulations.
- ii. Procedural review: Appointment of Committees
The Chairman reported the conclusions of investigations by himself, the Deputy Mayor and Town Clerk:
 - Appointing committees is an internal matter
 - It does not have to take place in public
 - There are no rules and no guidance
 - There are a wide variety of methods
 - Most larger councils do not hold a public vote, they fill seats by political apportionment

Priorities:

- This council gives freedom to individual members to volunteer
- Appointment is done in public in the interests of transparency
- Open ballot is proposed as the preferred option; this was seconded and agreed, to be tried this year.

18/46F

PROPERTIES

- i. Wells Post Office lease: The Post Office has requested a further extension of six months; this was proposed, seconded and approved.
- ii. Confidential item to be considered at the end of the meeting.

18/47F

MATTERS OF URGENT REPORT

No further matters.

18/48F

PROPERTIES ii.

1. Exclude the press and public:

Due to the confidential nature of the matters to be considered, concerning contracts, it was proposed by the Chairman that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended, excluding the press and public: RESOLVED
All persons present left the room except remaining: the Town Clerk and 5 members of the committee.

2. Confidential report:

The Town Clerk gave a confidential report. The Committee approved recommendations and actions proposed; the Town Clerk was instructed to take matters forward, with the Chairman.

18/49F

DATE OF NEXT MEETING: 7pm Thursday 10th May 2018