



**WELLS CITY COUNCIL
NOTICE IS HEREBY GIVEN THAT A MEETING OF THE FINANCE COMMITTEE,
WHICH MEMBERS ARE SUMMONED TO ATTEND,
WILL BE HELD AT WELLS TOWN HALL
ON THURSDAY 10TH JULY 2025 AT 7:00PM**

Please note this meeting will be recorded for the purpose of minute-taking.

Haylee Wilkins
Town Clerk

3rd July 2025

Town Hall, Market Place
Wells BA5 2RB
01749 673091
e-mail: townclerk@wells.gov.uk

Committee Members:

Cllrs: T Butt Philip, S Cursley, G Folkard,
T Kolizeras, T Robbins (Chair), H Siggs,
I Von Mensenkampff, P Welch

AGENDA

Wells City Council has declared a climate emergency. Each agenda item must consider the impact on any policy and decision.

- 1 APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.
- 3 ACTIONS FROM THE FINANCE COMMITTEE MEETING HELD ON THURSDAY 12TH JUNE 2025**
- 4 MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON THURSDAY 12TH JUNE 2025**
To approve and sign the minutes of the previous meeting.
- 5 MEETING OPEN TO THE PUBLIC**
Public speaking time is normally restricted to 15 minutes in total, at the discretion of the Chair.
- 6 TO CONSIDER GRANT APPLICATION FOR WELLS BUS USERS GROUP**
Attached by email
- 7 FINANCE REPORTING AND VARIANCES**
To receive the RFO's monthly report (page 3) and the draft Finance reports for June 2025 (report previously provided).
- 8 GRANTS POLICY (to follow)**
Consider the draft policy

9 CCS DISPLACED PEOPLE HUB (PREV CHARIS)

To receive verbal update from the Town Clerk

10 FORWARD PLAN

Item	Proposed date for consideration
RFO Budget Report and Variances	Monthly
Income Strategy	Sept/October
Forecasting 6-month review	September

11 REVIEW CORPORATE PRIORITITES DRAFT

Draft document published on website

12 JOINT PROJECT PROPOSAL BY CLLR P WELCH

To consider the following proposal by Cllr Welch:

"I propose Wells City Council agrees a joint project with Sustainable Wells who would deliver a monthly workshop on the themes and projects of Act to Adapt in the Town Hall. Providing the venue would be the only cost to the City Council."

13 ANY MATTERS OF URGENT REPORT

14 DATE OF NEXT MEETING: 7pm, Thursday 11th September 2025

EXCLUDE THE PRESS AND PUBLIC

Note: If it is necessary for matters to be considered in confidence it will be 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, in order that confidential items can be discussed.

Item 7

Author	Claire Woodland	
Subject	June 2025 Monthly report to Committee	
Date of report	2 nd July 2025	
For consideration at	Finance Committee	
Date of consideration	10 th July 2025	
Sign Off		
Chair of the Committee	Cllr T Robbins	
Town Clerk		
Have you considered the following within your decision	Financial Implications	Yes
	Legal Implications	Yes
	Climate Implications	Yes
	Consultation & Community Engagement	Yes
Introduction June 2025 Monthly report to Committee		
Options for consideration: None this month		
Financial Implications: Referenced within the items as noted.		
Committee is recommended to:		
MONTHLY FINANCE REPORT		
<p>Income and Expenditure: 4109 Town Hall Repair projects: 1st Instalment of payment for the lift refurbishment has gone out 4400 WIB purchases: due to a miss communication the Winter plant out invoice only reached me in June. Therefore this has just been paid alongside the summer plant invoice. 4900 Portway Maintenance: includes payment for the insulating / sound proofing curtains in the Chamberlain Hall. This cost is being reimbursed by Wells City Band in monthly instalments. 4503 Market Expenditure: includes the purchase of a trailer from IdVerde, staff costs for the TUPE'd Market Operatives and PPE.</p> <p>BUILDING MAINTENANCE FRAMEWORK Officers are working toward implementing a framework agreement for Building Maintenance to streamline access to contractors, delivering general maintenance tasks, a request for quotation has been drafted ready for dissemination to local suppliers. If approval of the framework is given, works over £5,000, will still be bought to committee for decision.</p> <p>FORECASTING This will be reported quarterly as per Standing Order 17c, with a view of the Council's position at the end of financial year reported in September, in time for the next budget setting exercise.</p> <p>DEBT RECOVERY at the end of financial year 2024/25 Wells City Council had aged debt amounting to £51,441.97. That debt (everything up to 31st March) is now £13,984.61 Properties debt recovery £9,140.86</p>		

Sales Ledger invoiced for June room rentals / Markets £32,347.18

Sales Ledger Receipts during June £66,938.06

Sales Ledger aged debt reduced by £34,590.88

Awaiting outcome of small claims

ITEMS OVER £500 ADDED TO WEBSITE In accordance with the Local Government Transparency Code 2014, we now publish on our website expenditure that exceeds £500.

IMPENDING BY ELECTION COSTS

Last By Election in Jan 2023 cost £11,495.35