WELLS CITY COUNCIL

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON THURSDAY 11TH SEPTEMBER 2025 AT 7PM IN WELLS TOWN HALL

COMMITTEE Cllrs: T Butt Philip, G Folkard (Vice Chair), H Siggs,

MEMBERS PRESENT: I Von Mensenkampff,

IN ATTENDANCE: Town Clerk: H Wilkins

RFO: C Woodland

Non-member Cllrs: L Agabani (Mayor)

WCC Staff: S Glendinning 9 Members of Public

25/31/F APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS

Cllrs: S Cursley, T Kolizeras, T Robbins (Chair), P Welch

25/32/F DECLARATIONS OF INTEREST

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12th May 2022.

The Mayor noted a personal interest in 25/43/F as he is supporting the Skateboard Park Project as his chosen charity for his mayoral year.

25/33/F ACTIONS FROM THE FINANCE & COUNCIL MATTERS COMMITTEE MEETING HELD ON THURSDAY 10TH JULY 2025.

25/24/F - The Town Clerk explained the grants policy was yet to be reviewed and would be presented at the October meeting.

25/25/F – The Town Clerk is yet to incorporate the risks involved in the new subcontractor agreement with the Community Council for Somerset on the corporate risk register.

25/28/F – The Town Clerk is yet to form a memo of understanding with the Act to Adapt plan, which would be submitted to Full Council on the 25th September.

25/34/F MINUTES OF THE FINANCE & COUNCIL MATTERS COMMITTEE MEETING HELD ON THURSDAY 10TH JULY 2025

The minutes for the previous meeting were signed as a true record by Cllr G Folkard (Vice Chair) in the absence of the Chair.

25/35/F MEETING OPEN TO THE PUBLIC

Representatives from the community grant applications listed in 25/36/F, attended the meeting and in turn gave a short presentation in support of their applications.

The Town Clerk explained there was a total of £2,500 left in the grant budget for the remainder of this financial year.

The committee discussed and considered all applications from the information provided. The allocated funds agreed are listed in 25/36/F.

It was agreed by the committee to review the grants policy and ensure the same groups are not permitted to apply repeatedly every year. More financial information should also be provided in support of applications.

25/36/F TO CONSIDER COMMUNITY GRANT APPLICATIONS

- 1. Wells City Carnival £500 awarded
- 2. Llewellyn & Charles Almshouses Project no funds given
- 3. Wells Jazz and Blues Festival £500 awarded
- 4. Wells Storehouse (Food Bank and Furniture Store) £500 awarded
- 5. Wells & Mendip Museum Garden no funds given
- 6. WCN Community Day no funds given
- 7. WOW Fest 2026 no funds given
- 8. Project Factory CIC, Wells Lantern Parade no funds given

It was proposed to award funds as shown above. A vote took place and the proposal was agreed by all members present.

25/37/F TO CONSIDER WELLS & MENDIP MUSEUM'S DISCRETIONARY GRANT

A letter had been sent to the Town Clerk from the Honorary Curator of the Wells & Mendip Museum. The letter requests the annual discretionary grant of £3,000 to support the community heritage and tourism, and the work that the museum does. The amount of £3,000 requested has been the same since 2016, there was a request to consider increasing this amount to allow for increased costs.

The committee did not feel they were in a financial position to increase, but proposed to provide the allocated funds of £3,000. This was voted and agreed by all those committee members present.

25/38/F FINANCE REPORTING AND VARIANCES

The RFO presented her report which had been circulated prior to the meeting and she answered questions on this and the 6 month forecast review 25/41/F.

All non-vital expenditure is still on hold. This is creating an under spend within the accounts.

CCTV costs have increased on transfer from Somerset Council. Cllr Siggs pointed out that costs were agreed at £25,000 for year one. No additional increase has been approved. The Town Clerk agreed to look into.

It was agreed for the RFO to look at options for better savings accounts and report back next month.

25/39/F DEBIT CARD POLICY

There are six members of staff holding a credit card up to the value of £500 per transaction. These are used where an immediate payment is required. Cllr Siggs asked for improved scrutiny to protect those members of staff and an internal process to be applied. The Town Clerk agreed to put this procedure in place.

A proposal was made to adopt the Debit Card Policy. A vote was taken and all committee members agreed to the adoption.

25/40/F AGAR: RESTATED ACCOUNTING STATEMENT

Due to the removal of the Wells Recreation Ground Trust funds from the accounts, this has resulted in the accounts needing to be restated.

A proposal was made to submit this new statement to Full Council. A vote was taken and it was unanimously agreed by all members present.

25/41/F 6 MONTH FORECAST REVIEW

This item was discussed in 25/38/F.

25/42/F PUBLIC TOILET OPTIONS APPRAISAL

The Town Clerk explained this has been deferred until the October meeting.

25/43/F SKATEBOARD PARK UPDATE

The Town Clerk presented her report. The Council has previously committed the sum of £15,000 of council funds in support of the redevelopment of the skatepark, for which the land was devolved to Wells City Council as part of the recent agreement with Somerset Council. The report gives an update to Councillors on the actions competed and potential next steps of the skatepark project.

Nearly £190,000 has now been raised so far, out of the required total of £485,000 + vat. (This amount has recently increased due to the receipt of an anonymous donation).

The charity would like to hand the funds to the city council to deliver the project which offers the opportunity for the project to maximise VAT exemption, providing more funding for the build itself. This would save £100,000 of generated revenue.

Cllr Folkard asked if WCC took on the delivery of the project what resource would be needed. Cllr Siggs asked whether we would be managing the project this would be very time consuming. The Mayor suggested a meeting be arranged with the developer of the project, Maverick, to gain clarity.

It was agreed to take the recommendation to Full City Council and to confirm publicly the councils donation of £15,000.

25/44/F FORWARD PLAN

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

25/45/F ANY MATTERS OF URGENT REPORT

There were no matters of urgent report.

25/46/F DATE OF NEXT MEETING: 7pm, Thursday 9th October 2025

EXCLUDE THE PRESS AND PUBLIC

Note: It is necessary for matters to be considered in confidence, it was proposed by the Chair that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended to allow a private report.

Minutes signed by The Chair:	 Date: