



**WELLS CITY COUNCIL**

**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON  
THURSDAY 9<sup>TH</sup> APRIL 2026 AT 7PM IN WELLS TOWN HALL**

**COMMITTEE MEMBERS PRESENT:** Cllrs: T Butt Philip, S Cursley, G Folkard (Vice Chair), S Powell, H Siggs, P Welch

**IN ATTENDANCE:** The Mayor: Cllr L Agabani  
Town Clerk: H Wilkins  
RFO: C Woodland  
WCC Staff: S Glendinning  
WCC Cllr: D Denis  
MP for Wells and Mendip Hills/Somerset Cllr for Wells: T Munt  
1 Member of Public

**26/28/F APOLOGIES FOR ABSENCE FROM COMMITTEE MEMBERS**

Cllr: I Von Mensenkampff

**26/29/F DECLARATIONS OF INTEREST**

To receive Councillors' Declarations of Interests, made under the Council's Code of Conduct adopted 12<sup>th</sup> May 2022.  
None declared.

**26/30/F MINUTES OF THE FINANCE & COUNCIL MATTERS COMMITTEE MEETING HELD ON THURSDAY 12<sup>TH</sup> MARCH 2026**

The minutes for the previous meeting were signed as a true record by the Vice Chair.

**26/31/F ACTIONS FROM THE FINANCE COMMITTEE MEETING HELD ON THURSDAY 12<sup>TH</sup> MARCH 2026**

There were no actions raised.

**26/32/F MEETING OPEN TO THE PUBLIC**

Nobody wished to speak.

**26/33/F FINANCE REPORTING AND VARIANCES FOR WELLS CITY COUNCIL**

The RFO gave a verbal update.


An update on all three public works loans was given:

- Town Hall Buildings Public Toilets – Loan ends 2038, £43,333 remains outstanding
- Portway Annexe - Loan ends 2046, £540,170 remains outstanding
- Wells Film Centre – Loan ends 2050, £150,000 remains outstanding

The Mayor questioned whether there was any benefit in paying the Public Toilets loan early. The RFO agreed to provide figures.

The RFO presented the Financial report for March 2026.

Cllr Siggs asked based on the end of year figures, whether any of the forecasts needed reviewing against next year's budget. The RFO agreed to review.



Cllr Folkard asked when the final stages were for producing the end of year accounts. The RFO explained this would happen in May.

The Mayor agreed to approve the accounts and expenses after the meeting.

**26/34/F FINANCE REPORTING AND VARIANCES FOR WELLS RECREATION GROUND TRUST**

The RFO presented the Financial report for March 2026.

It was explained that the full amount of £555,000 has been put back into earmarked reserves. The total of the bank account reflects this figure and interest made from a high interest investment.

The Mayor agreed to approve the accounts and expenses after the meeting.

**26/35/F CORPORATE RISK REGISTER**

The Town Clerk presented her report and provided an update on the corporate risks of the Council. There were four risks which will be recommended to Full City Council at the next meeting on 23<sup>rd</sup> April for their formal closure.

**26/36/F EVENT MARKET PROPOSALS**

The Town Clerk presented the Sunday Market Pilot Proposal on behalf of the Outside Spaces Officer. This proposal had already been seen at both the Outside Spaces and Estates Committee. It is proposed to pilot a monthly Sunday market in Wells for a period of 6-8 months during the Spring, Summer and Autumn of 2026. It has now been extended to also look at evening markets and bank holidays.

The Mayor asked if a survey had been undertaken with traders. The Town Clerk confirmed this hadn't happened but there had been lots of discussion and feedback has been positive. He also requested that consideration be given to when neighbouring towns already offer a Sunday market. This request had already been made by the other committees.

Cllr Siggs asked if there was any conflict with the current licences for street trading in the area. The Town Clerk stated that engagement with these businesses is needed once the proposal has been approved.

Cllr Folkard questioned the length of the pilot 6-8 months may be too long. The Town Clerk stated that she would be given delegation to manage this. He also questioned whether there was a risk of traders moving to a Sunday and leaving Saturday poorly attended. The Town Clerk reassured the committee that traders had indicated a positive reaction to trading on both days. It was also questioned on what impact the extra markets may have on business and shops in the City. The Town Clerk agreed to research this through the Chamber of Commerce. Opportunities to run markets in other parts of the City, such as Queen Street, is also being considered to encourage foot fall to other parts of the City.

**26/37/F CCTV PROVISION 2027-2030**

This item was deferred to the next meeting. More information is required.

**26/38/F INSURANCE UPDATE**

The Town Clerk presented her report where a full review of the Council insurance policies had been taken. It was agreed to delegate to the Town Clerk to complete an invitation to tender for insurance broker provision, in readiness for 2027-28 renewal timescales.

**26/39/F STRAWBERRY LINE SIGNAGE**

Again the Town Clerk presented her report which had already been considered at the Outside Spaces meeting. The proposal is to support the Strawberry Line Society with funding signs to mark the entrance/exit of the City of Wells at a cost of £2,000.

The Mayor questioned whether planning permission was required for the signs. It was stated it was not required due to the small size of the signs.

A vote was taken and all committee members present voted in favour to cover the cost of the two signs.

**26/40/F ASSERTION 10 – COMPLIANCE UPDATE**

1. IT Policy
2. Data Retention Policy
3. Freedom of Information Policy
4. Privacy Policy

The RFO explained Assertion 10 is a new standalone declaration within the Annual Governance Statement introduced in 2025 requiring councils to evidence that they have appropriate frameworks, policies and controls in place for digital governance, data protection and IT management. To comply with this new ruling, an IT Policy has been produced and the other documents above have also been refreshed, all documents were presented for consideration.

All committee members present agreed to adopt / agree updates to these policies.

**26/41/F RESTATEMENT OF AGAR 2024-25**

The RFO explained this relates to last year’s governance statement where the funds from the Recreation Ground Trust were removed, thereby needing to be restated. This has all been signed off and is now ready for publication.

**26/42/F PLANTING BUDGET ALLOCATION**

Motion from Cllr D Denis as endorsed by Outside Spaces Committee:

*Following work completed by volunteers, I wish to request that the committee consider allocation budget from the Outside Spaces Revenue budget for planting scheme at the Portway Annexe, delivered by the volunteer group. The planting scheme would utilise the space as a drought garden, with associated signage of plant species, as a continuation of that due to be delivered at Wells Recreation Ground.*

This motion was noted by the committee, no further action was required.

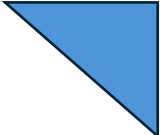
**26/43/F FORWARD PLAN**

| Item                            | Proposed date for consideration |
|---------------------------------|---------------------------------|
| RFO Budget Report and Variances | Monthly                         |
| Corporate Risk Register Q4      | April 2026                      |

**26/44/F ANY MATTERS OF URGENT REPORT**

There were no matters of urgent report.

**26/45/F DATE OF NEXT MEETING: 7pm, Thursday 7<sup>th</sup> May 2026**



**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:** .....