

Hedon Town Council

Minutes of the Proceedings of a Meeting of Finance & General Purposes Committee held by Zoom

24 September 2020

Present: In the Chair – Cllr S Gallant
Cllrs: C Billany, N Black (part), J Brindley, J Dennis, Mrs B Goldspink,
Miss S Rommell, Miss D Storr, D Thompson and G Thurston
Clerk: J Macklin

1. Apologies for Absence

Cllrs: B Stockdale

Resolved: that the apologies were accepted

2. Confirmation of the Minutes

The Minutes of the meeting of the Finance & General Purposes Committee held on 26 March 2020 were agreed as being a correct record of the proceedings thereat.

Resolved: That the minutes were confirmed as a true record

3. Update on the Minutes

None

4. Declaration of Interests

4.1 It was agreed that any declaration of interest be dealt with at the time the relevant item was discussed.

4.2 There were no dispensations to be noted.

5. To receive Clerk's report on decisions taken under delegated authority

Resolved: that the Clerk's report was received

6. To approve Accounts Payable Schedules - September

The Schedules tabled (April to September 2020 signed off by the Chairman and Vice Chairman during lockdown and under delegated authority) will form part of the minutes.

Resolved: that the schedule of payments for April to August 2020 signed by two Councillors were approved

Resolved: that the schedule of payments for September 2020 signed by two Councillors, in the sum of £14,136.25, was approved

7. To receive an update on the financial position of the Council as at 31 Aug 2020

The Chairman referred to the documents attached to these Minutes which had been circulated to all Councillors; the documents indicated the financial position of the Council as at 29 February 2020.

Resolved: that the schedules showing receipts/payments made during the months of April to August, and the budget monitoring report were approved

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8. Events Working Group

8.1 To approve way forward re 2021 Calendar – After a discussion Members regrettably felt that it would not be possible to produce a calendar for 2021 in the short timescale and it would not be appropriate to sell it from either the Town Hall (which was not open to the public) or ask local shops to do so under the current social distancing guidance.

Resolved: that the production of a 2021 Hedon Town Calendar would not take place

8.2 To consider way forward re Xmas Lights Switch-on Event – Again, Members felt the usual Christmas event could not take place under the current guidelines and it was with regret that the event was cancelled.

Resolved: that, with regret, the Xmas Lights Switch-on Event for 2020 was cancelled due to Covid-19

Councillors discussed the unknown future with regard to Hedfest 2021 and the Town Clerk was asked to put an item on the next agenda so that Members could monitor the Covid-19 guidance with a view to deciding on whether the event could go ahead.

9. To approve purchase of Xmas tree for Market Place and Town Hall

The Chairman reported that quotes had been received for two alternate sized trees for the Market Place and one for the Town Hall. After discussion it was agreed that a tree should be purchased for the Market Place but not the Town Hall.

Resolved: that the quote of £550 for the purchase of a 30' Christmas tree for the Market Place was accepted

Resolved: that a Christmas tree for the Town Hall was not required

10. To approve way forward re Xmas trees for St Augustine's Gate and Souttergate

The Chairman reported that the cost of purchasing trees would be in the region of £1305 - £1450 depending on the final number required. After discussion Members agreed that, as a gesture of support and good will, the Council would put up small Christmas trees (free of charge) at every property that usually purchased a tree and that had a bracket and an electricity supply. Wherever possible trees would be erected at empty properties also.

Resolved: that Christmas trees would be purchased but that retailers/owners would not be asked to pay for the erection of the tree; trees would be put up at all properties who usually purchased a tree and that had a bracket and an electricity supply. Wherever possible trees would be erected at empty properties

11. To consider way forward re Remembrance Sunday

Cllr Thurston declared a personal interest as he was a member of the British Legion.

Members discussed what could take place under the current stringent lockdown measures; it was noted that the British Legion had said they were not having any events this year. The Town Clerk was asked to contact the local British Legion branch to confirm that was the case.

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Members felt that the occasion should be marked by the laying of a wreath at the Cenotaph on behalf of the Town Council. It was suggested that, in line with the 'rule of 6' three members of the Town Council and three members of the British Legion (if they wished) should meet at the Cemetery, hold the two-minute silence at 11am on 11 November and lay wreaths. Members were mindful that nothing should be held or publicised that would encourage members of the public to gather in contravention of the coronavirus regulations.

Resolved: that the usual Remembrance Sunday event was cancelled due to Covid-19 but that three Members of the Town Council (Mayor, Deputy Mayor and one other) would hold the two minute silence at 11am on 11 November at the Cenotaph and lay a wreath on behalf of the Town Council; the British Legion, if they wished, could also attend within the guidelines of the 'rule of 6'

12. To consider expenditure on repairs to the Ceremonial Mace

The Chairman referred to the information provided by the Clerk which had been previously circulated. It was proposed that expenditure of £3,500 was authorised for partial repair of the Mace; this was seconded and voted on with a majority against.

After further discussion Members felt that it would be inappropriate to authorise the expenditure required to carry out the repairs to the Mace at the present time.

Resolved: that the expenditure would not take place in the current year but form part of the budget discussions for 2021-2022

13. To receive report with regard to the recent Holderness Health Forum

The Chairman reported on the recent Zoom forum meeting which was also attended by Cllrs Billany and Thompson. After a lengthy discussion Members felt that the forum had been useful, honest and informative; however, the reality was that there did not seem to have been much improvement in the actual service provided.

Resolved: that the Council write to the CEO of Holderness Health requesting the promised follow up meeting and feedback on the new phone system that had been recently introduced

14. To consider submitting a bid for the 'Reversing the Beeching Cuts' money re the Hedon to Hull railway line

Cllr Thurston declared a personal interest in this item as his home backed onto the railway line.

Members discussed correspondence that had been received requesting the Town Council's support for investigating the re-opening of the Hull to Hedon railway line. It was noted that parts of the line didn't exist anymore and that, if reopened, it might not be used enough to make it viable; however, it was also noted that commuters were being urged to use public transport where possible.

Resolved: that on a split vote, with the Chairman using his casting vote, the Town Council did not support the proposal to re-open the railway line between Hedon and Hull

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Cllr Black left the meeting

15. To consider how to promote better use of the long stay Station Lane car park
Cllr Thompson expressed his concern that short stay car parks were still being used by workers who parked their vehicles all day which meant that shoppers were unable to find space when they visited Hedon to shop. Members discussed how the proper use of the long stay car parks could be promoted. The lack of enforcement on short stay car parks had always been an issue and a recent plan to carry out more enforcement had not happened due to Covid 19. Members agreed that better signage around the town and in the car parks would help.

Resolved: that Cllr Dennis, as an ERYC Ward Cllr, would contact ERYC to request better signage

Resolved: that the Council send a letter to traders asking for their support in asking workers to use the long stay car parks (Johnsons corner and Station Lane)

16. To provide suggestions for consideration regarding the review of the Hedon Local Cycling and Walking Infrastructure Plan

The Chairman referred to the correspondence from Mr Jessop (ERYC) about the review of the plan and the request for suggestions from the Town Council for consideration under the review.

Resolved: that the following suggestions should be sent to Mark Jessop (ERYC) for consideration under the review of the HLCWIP

- Look at solutions to the narrow pavements on Fletchergate and Baxtergate (including the corner itself and removal of the lamppost)
- Cycle lanes through the centre of Hedon (St Augustine's Gate)
- Improvements to the paths eg Drapers Lane and the footpath that goes over the drain
- A bridge from Leaf Sail Farm estate
- Dropped kerbs on Westland estate
- Benches in the Market Place
- A pedestrian crossing at Farrand Road
- A traffic island on the hatched area at the top of Souttergate to prevent vehicles travelling the wrong way up the one-way system and aid pedestrians crossing the road
- Additional cycle racks for the centre of Hedon

17. To approve recommendations from Climate Change Working Group

The Chairman referred to the Working Group meeting that was held on 17 September (notes of which had been previously circulated to all Members). Members noted Cllr Thompson's feedback on energy companies and their use of green energy.

Resolved: that the following recommendations were accepted and the Council would look to implement them in the future:

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Hedon Town Council would:

- Continue to switch energy contracts (as current contracts end) and uses supplies including renewable energy sources
- Instal Smart Meters where possible
- Reduce energy consumption where possible by good use of the thermostat and timing controls in the Town Hall
- Investigate alternatives to diesel when purchasing new plant and equipment
- Monitor the improvements in battery technology and take into account improving technology when replacing equipment
- Reduce use of paper in the Town Hall wherever possible
- Where possible, Members would receive agenda papers electronically (in order for this to happen Members must inform the Town Clerk in writing that they require their papers electronically)
- Endeavour to replant suitable replacements if trees are felled
- Liaise with Yorkshire Water to ensure that drains are cleared of leaf fall in time for autumn/winter rainfall
- Investigate solar panels and publicise information through the Council newsletter
- Investigate if any Council properties would be suitable for solar panel installation
- Await ERYC Climate Change Report and engage with proposals

18. To Add Members to the Health & Safety Review Working Group

Cllrs Brindley, Gallant, Thompson and Thurston were currently on the Working Group which had not met yet. As some Members had not been at the meeting when the group was set up the Chairman asked if any other Councillors would like to be included. The Town Clerk was asked to contact Cllr Black (who had left the meeting) to see if he wished to be involved.

Resolved: that the Health & Safety Review Working Group would consist of Cllrs Billany, Brindley, Gallant, Goldspink, Rommell, Storr, Thompson and Thurston and a meeting organised to undertake the review

19. Update re 'Reopening High Street Safely' meeting with ERYC

The Chairman reminded Members of the meeting that had taken place on 13 August; Joe Russell (ERYC) had been on annual leave and no update had been received to date.

20. To approve purchase of 'The Hedon Silver Show' DVD copies

A request had been received for a copy of the DVD which had been filmed some years ago at the instigation of Cllr Bryan. The DVD was copyrighted and additional copies would cost £5 each in DVD format. After a lengthy discussion it was agreed that the Town Council should purchase 10 DVD copies of the film and also purchase a digital 'master file' copy. A recorded vote was requested and is attached to the Minutes.

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Resolved: that the Council would purchase 10 copies of the Silver Show in DVD format and a 'Master' digital copy; also, that one DVD copy would be given to the family of Cllr Mike Bryan

21. Correspondence

21.1 To note Small Business Grant information received from ERYC in March 2020 – the Council would not take up the grant offer.

Resolved: Noted

21.2 E-mail from Humberside & South Yorkshire AFC re postponement of Freedom of Hedon 64th Anniversary parade – The Council would wait to hear from the Cadet Force as to when the event would be rearranged for.

Resolved: Noted

21.3 E-mail from Envirofriendly Recycling re Clothing/Textile Bank – Members did not feel that the Council had any sites for a clothing bank but suggested that Sainsbury's car park might be suitable.

Resolved: The Town Clerk would write and suggest the company approach Sainsbury's in Preston South as a suitable site

22. Members' Points of information and items for the next agenda

22.1 The Chairman referred to an e-mail that had been circulated to all Members from Hedon Primary School suggesting a 'safe trick or treat' experience for children at Halloween and asking the Town Council to help publicise it. The majority of Members agreed that the Council should promote the message from Hedon Primary School as safe way for children to celebrate Halloween.

22.2 Cllr Storr had been approached by a resident who wished to donate a selection of flower bulbs to the Council; it was agreed that she would collect them.

22.3 Agenda item for October – review of arrangements for outside tables at Hed'on Inn

22.4 Members noted the glorious flower display on the corner of St Augustine's Gate and the Town Clerk was asked to write to Mr P Reed and thank him for providing and tending the display.

22.5 Agenda item for October - Cllr Brindley reported that a large mirror had been erected on New Road near Westlands Road; this had been reported to ERYC Highways to see if permission was required and/or had been applied for.

22.6 Agenda item for October – Cllr Thompson reported that the derelict signage near Johnsons looked unsightly and did not seem to be owned by anyone

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Chairman of Finance & General Purposes Committee

F&GP COMMITTEE MEETING – 24 SEPTEMBER 2020

Agenda item 5

The attached sheets contain details of decisions taken from 26 March to 31 August 2020 (dealt with under delegated authority due to the Coronavirus pandemic)

F&GP COMMITTEE

16.04.20	Decision to support VE75 'Best Dressed House' Competition; expenditure of £178.50 for leaflets; and £60 for a total of three prizes.
21.04.20	Decision taken to agree £200 compensation claim (within TC's authority in Financial Regulations) for damage to garden shed on allotment site from tree branch falling (Tony Whitehead carried out work to tree and paid compensation initially but Council will reimburse)
26.05.20	Request sent to Graeme Banks to see if he would operate Hedon Market in the short term following the decision by government to re-open market, until the project to award a new Market Licence could be completed. Mr Banks was unable to do this.
03.06.20	Decision to award Hedon Market Licence to Geraud UK (Scott Hamilton/James Ormsby) at £1000 per year plus 30% net profit share for five years with annual break clause in June 2021 on both sides. Aim was to get market open from 17 June 2020 (which was achieved) even if Licence documentation took longer.
03.06.20	Decision to use Rollits Solicitors for Licence documentation.
12.06.20	Decision to fund the calibration of a ProLaser3 device for use by Neighbourhood Watch Co-ordinator for speeding offences - £280.
01.07.20	Decision to purchase IT equipment to facilitate 'remote access' meetings (Dep Chair did not agree with the expenditure).
08.07.20	Decision to purchase new hedge cutting equipment.
20.08.20	Market Licence document agreed and sent to Geraud UK for approval and signing.

The following joint issues were received at the Property Committee Meeting held on 10 September 2020

JOINT PROPERTY/F&GP ISSUES

22.04.20	Decision to ask T Whitehead (Tree Consultant) to investigate a suitable tree planting project in order to make a funding application under the 'Tree Planting Fund – East Riding of Yorkshire Community' fund. Tony put together a proposal for a lime tree avenue on Drapers Lane which was a project approved by the Council some years ago but which had been vandalised. This project would only take place if the funding application was successful.
04.06.20	Decision to spend £500 of 'Pond Development' budget – contribution to scheme proposed by owner of Ivy House which will channel water into pond.

JM/18.09.20