

Hedon Town Council

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

25 March 2021

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

1. Apologies for Absence

Cllrs: N Black and 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 25 February 2021 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

Min 13: It was noted that the ERYC postcards have arrived (with more on order) and they were being distributed through schools and vets. An article had gone into the Town Council newsletter and ERYC were being notified of areas of specific concern so that stickers can be erected in those area.

Min 14: Members were reminded that the next Holderness Health forum would take place at 4.30pm on Monday 29 March and remote access links had been sent out directly.

Min 16: Despite chasing, a date for the meeting was still awaited from Yorkshire Water.

Min 20.3: A letter had been sent to ERYC re parking issues on Westlands Drive and a reply was awaited.

A reply was still awaited from HART with a view to discussing bus services around the town; the Town Clerk was asked to contact them again.

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 approve Accounts Payable Schedules - March

The Schedule tabled will form part of the minutes.

Resolved: that the schedule of payments for March 2021, signed by two Councillors, in the sum of £16,824.36 was approved

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6. To receive an update on the financial position of the Council as at 28 Feb 2021
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 28 February 2021.

Resolved: that the schedules showing receipts/payments made during the month of February, and the budget monitoring report were approved

7. To approve Risk Assessment Reports for 'Public buildings and village hall', 'Street/footway lighting', 'Town and Country Planning', 'Village Signs' and 'War Memorials'

Members reviewed the risks associated with 'Public buildings and village hall', 'Street/footway lighting', 'Town and Country Planning', 'Village Signs' and 'War Memorials'

Resolved: that the Risk Assessment Reports for 'Public buildings and village hall', 'Street/footway lighting', 'Town and Country Planning', 'Village Signs' and 'War Memorials' were approved as tabled

8. To approve full Risk Assessment Report as at March 2021
The Chairman referred to the document which had been circulated to all Members; each risk was assessed on a rolling basis but the full document required approving in line with the Internal Auditor's guidance.

Resolved: that the Risk Assessment report as at March 2021 was approved

9. To approve the Asset Register as at 31 March 2021
The Chairman referred to the Asset Register as at 31 March 2021 which had been previously circulated to all Cllrs.

Resolved: that the Asset Register as at 31 March 2021 was approved

10. To review the 'List of Charges and Payments' document
Cllr Goldspink declared a pecuniary interest as she was a member of the History Society that booked the Town Hall for meetings; she took no part in the discussion or vote. Cllrs Brindley and Rommell declared pecuniary interests as Committee Members of the Amy Black Community Centre and took no part in the discussion or vote.

The Chairman referred to the document which had been previously circulated to all Members, and the discussion with the Cemetery Supervisor prior to the meeting. Members felt that further discussion was required on the Cemetery charges section of the document which should be separated from the other charges and payments shown. A Working Group was formed to look into the cemetery charges in more detail with a view to making recommendations to the next F&GP Committee Meeting. Cllrs Billany, Brindley, Gallant, Goldspink, Rommell, Storr and Thompson would form the working group with the Cemetery Supervisor being invited to attend. The 'List of Charges and Payments' document and the separate 'Cemetery Charges' document would then be on the next agenda for approval.

Cllr Storr joined the meeting during the above discussion

Resolved: that a working group would review the Cemetery Charges in detail and the two separate documents would be on the agenda of the April F&GP Meeting for approval

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11. To receive a report from Hedfest Working Group and to approve expenditure on an online event for 2021
Cllr Goldpspink declared an interest and did not take part in the vote.
Cllr Brindley reported that the group had received a quote from Africa Studios who the Council had worked with on previous Hedfest events; notes of the meetings/quotes had been previously circulated. Members agreed that for a reasonable cost the Council would be able to provide an hour's online event in 2021 which would also provide the basis for a promotional tool for publicity and sponsorship opportunities for future events. The Working Group would discuss dates and possible funding from ERYC at its next meeting. The Town Clerk would write to the St Augustine's PCC to enquire about booking the church.

Resolved: that the quote of £1300 from Africa Studios was accepted in principle

12. Update on 'Re-opening High Streets Safely Fund' and 3 March workshop
The Chairman updated Members on the workshop that had taken place on 3 March; a plan for Hedon was awaited.

13. To approve expenditure on a salt bin in Church Lane car park (next to Stores building)
Members had discussed the provision of a salt bin at a previous meeting and agreed that it would be a useful facility in this location.

Resolved: that expenditure of £357 on a salt bin next to the Stores building was approved

14. To approve expenditure on watering 'Lime Tree Avenue', Drapers Lane
The Chairman referred to the document circulated which outlined the options for watering the newly planted trees for the next two years until they were established.

Resolved: that a fixed price contract with A Whitehead Associates Ltd for £1500 was approved for watering of the Lime Tree avenue until the trees were established

15. Report from Climate Change Working Group and approve actions going forward
The Chairman referred to the precis of the ERYC Climate Change Report which had been previously circulated with the notes of the last meeting. Members recorded their thanks to Cllr Gallant for his work on the report.

Resolved: that Hedon Town Council would write to the ERYC Council Leader and Chief Executive welcoming the Climate Change Panel Report and expressing its wish to be active partners in developing and testing carbon reduction initiatives; the Town Council would also welcome being a forerunner in the Local Flood Planning proposals as Hedon is at significantly high risk from this and it may enhance the Town Council's leverage in working with Yorkshire Water, the Environment Agency and other local players

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16. To consider improvements to street lighting in Hedon

Cllrs Dennis and Gallant declared a personal interest as they lived on a road identified in the e-mail.

Cllr Thompson referred to an e-mail he had circulated to all Members outlining his concern at some areas in the town that were badly lit or not lit at all. After a lengthy discussion Members agreed that lighting in respect of the land owned by the Town Council should be included in the discussions of the Amenity Areas Working Group but that more discussion should be had about areas owned by ERYC. Members agreed to form a Working Group to look into the levels of lighting in Hedon and to report back to the F&GP Committee. Cllrs Brindley, Goldspink, Rommell, Storr and Thompson would form the working group.

Resolved: that a working group would look into the levels of lighting in areas of Hedon owned by ERYC and report back to the F&GP Committee

17. Correspondence

17.1 To note 'purdah' guidance in relation to the 6 May 2021 local elections (NALC) – the information was noted.

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

18.1 Members noted that the Royal Mail were in discussions with ERYC about siting a post box on Church Gate near the telephone box. The Council recorded its thanks to Mr Lee Goulbra-Miller who had liaised with the Council on this matter.

18.2 Members noted that Hedon Litterpickers were working throughout the town, in line with current regulations, and making a difference in the town with their work. The Council recorded its thanks to the group for their hard work and had offered support and help if required.

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Chairman of Finance & General Purposes Committee

FINANCE SCHEDULE - March 2021

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