

# Hedon Town Council

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

**22 April 2021**

Present: In the Chair – Cllr S Gallant  
Cllrs: N Black, C Billany, J Brindley, J Dennis, Mrs B Goldspink,  
B Hanson, C Minns, Miss S Rommell, Miss D Storr and D Thompson  
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 25 March 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 3: Following a response from Yorkshire Water, dates of 13 or 14 May have been suggested and a reply is awaited.

Min 3: A reply was still awaited from ERYC re parking issues on Westlands Drive.

Min 18.1: The situation with regard to the replacement post box was ongoing and it is believed that replies from the utility companies re the proposed site were awaited; continued pressure for an early conclusion was being applied by the Royal Mail.

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 - April

The Schedule, amended in line with information previously circulated to Members, will form part of the minutes.

**Resolved:** that the schedule of payments for April 2021, signed by two Councillors, in the sum of £15,011.28 was approved

6. To receive an update on the financial position of the Council as at 31 Mar 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 31 March 2021.

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

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7. To approve Risk Assessment Reports for 'Allotments', 'Bus Shelters' and 'Car Parks'

Members reviewed the risks associated with 'Allotments', 'Bus Shelters' and 'Car Parks'

**Resolved:** that the Risk Assessment Reports for 'Allotments', 'Bus Shelters' and 'Car Parks' were approved as tabled

8. To approve List of Charges and Payments for Cemetery Charges

The Chairman referred to the notes of a meeting of the working group set up to look in detail at the Cemetery Charges document, which had been circulated to all Members; Councillors confirmed their approval of the additional charges added to the document to cover 'Exhumations' and the 'Scattering of Ashes'. Members noted the letter of complaint that had been received in relation to an Exhumation; the Chairman and Town Clerk were authorised to write and confirm that the Council had acted appropriately and that no further action would be taken in respect of the complaint.

**Resolved:** that the List of Charges and Payments for Cemetery Charges, as tabled, was approved

**Resolved:** that the Chairman and Town Clerk would reply to the complaint received with regard to an Exhumation confirming that the Council had acted appropriately

9. To approve List of Charges and Payments for Town Hall Lettings and other facilities

*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 Black, Brindley and Rommell declared pecuniary interests in the section of the document that referred to the Amy Black Community Centre they were Committee Members of the Centre and took no part in the discussion or vote.*

The Chairman referred to the document which had been previously circulated to all Members.

**Resolved:** that the List of Charges and Payments for Town Hall Lettings and other facilities, as tabled, was approved

10. To receive a report from the Events Working Group and to approve actions taken

Cllr Storr referred to the notes of the meeting held on 14 April which had been previously circulated to all Members. It was hoped that a Treasure Hunt could be run later in the year and the group were looking into suggestions for events for 2022 including a Farmer's Market and a Flower Show/Art Exhibition. Quotes were being sought for printing a 2022 Hedon Calendar.

**Resolved:** that the report was noted

11. To receive a report from Hedfest Working Group and to approve actions taken

Cllr Brindley referred to the notes of the meeting held on 14 April which had been previously circulated to all Members.

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A date for filming the on-line event had been set for 28 May in St Augustine's Church at a cost of £150 for the venue. Two new members had joined the working group for the 2022 Hedfest event, Mr D Thomas and Mr A Brown. It was hoped that this would help bring back the involvement of the local public houses in the 2022 event. Cllr Thompson confirmed that poetry would be included in the 2021 'on-line' event and would be included in the filming on 28 May.

**Resolved:** that the report was noted and actions taken approved

12. To receive a verbal report from the Footway Lighting Working Group  
Cllr Brindley reported on the meeting that had been held on 21 April, notes of which had now been circulated to Members. Following the meeting the Town Clerk had contacted EYRC who had agreed to a site meeting; details to be confirmed.

**Resolved:** that the report was noted

13. Update on 'Re-opening High Streets Safely Fund'  
The Chairman was disappointed that the Town Council had heard nothing since the workshop on 3 March; the Town Clerk was asked to write to see when the plan for Hedon would be available.

14. Update on Holderness Health Forum held on 29 March 2021  
The Chairman updated Members on the Forum held on 29 March and the information which had been circulated to Members. Holderness Health were continuing to try and improve their systems although there had still been problems; they continued to do an excellent job in rolling out the vaccination programme. Members felt it was important to maintain the dialogue with them via the forums and the Town Clerk was asked to find out when the next forum would be held. Concerns were raised at the 'out of hours' services offered and the Town Clerk was asked to write to the CCG raising the concerns.

**Resolved:** that the Town Clerk would write to Holderness Health confirming that the Council would like to maintain contact via the forums and to find out when the next would be held; also, the Town Clerk would write to the CCG outlining the concerns held with regard to 'out of hours' services

15. Update on the feasibility of a bus shuttle service for Hedon  
The Chairman referred to the file note circulated following the Town Clerk's discussion with Mr Colin Walker (ERYC). After discussion it was agreed that the Council should explore the feasibility further with Mr Walker, with a view to running a six-month pilot scheme for a service on a Wednesday (Market Day) via the HART CB3 service. Members agreed that the discussions would need to include how the success of the pilot scheme could be measured in order to justify the costs if a service was to be provided going forward.

**Resolved:** that a remote access meeting would be arranged with Mr Walker to discuss the feasibility in more detail

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16. To consider how to support community litter-pickers

The Chairman reported that the Litter-picking group had confirmed that they did not need anything from the Council at present but would discuss it within the group and report back. It was noted that the Council had litter-picking equipment available for use by community groups. The Town Clerk was asked to put this item on the agenda for the May meeting.

17. To consider holding a 'Best Presented Shop' competition

*Cllr Dennis declared a personal interest as he owned a retail unit in Hedon.*

The Chairman outlined his suggestion of a competition with a view to encouraging all retailers to maintain their shop frontages to a high standard, especially those in the Conservation Area. It was noted that most retailers already did this but some, mainly the nationally owned, did not maintain their buildings to the same standard. Members agreed that the competition should go ahead under the remit of the Events Working Group.

**Resolved:** that the Council would run a 'Best Presented Shop' Competition via the Events Working Group; details to be confirmed

Members also discussed writing to retailers who they felt should be encouraged to make improvements to their shop frontages; Members would let the Town Clerk know who they felt the letter should go to.

**Resolved:** that the Chairman and Town Clerk would agree a letter to be sent to retailers as outlined above

18. To consider streaming Council meetings

Members agreed that consideration should be given to streaming Council meetings and that a working group should be put together to allow this suggestion to be looked into in detail. The working group would be open to all Members.

**Resolved:** that a working group was formed to look into the suggestion of streaming Council meetings

19. Correspondence

*Cllr Dennis declared a person interest in item 19.1 as he had been involved in the process in his capacity of ERYC Councillor*

19.1 To agree response to East Riding of Yorkshire Council (29 Greville Road, Hedon) Compulsory Purchase Order 2021 – the Chairman referred to the information that had been previously circulated. Following a lengthy discussion on the documentation received, Members agreed that the Council should respond supporting the Order. The letter should also thank ERYC Officers for dealing with something that had been a problem in the area for other residents for a long time and request that the property, if possible, be allocated for social housing in perpetuity. Cllr Hanson was asked to agree the wording with the Town Clerk. Members also felt it would be useful to have an article in the next Town Council newsletter explaining to residents where and how they could report empty homes.

**Resolved:** that the Town Council supported the Compulsory Purchase Order and that the Town Clerk would respond to ERYC as outlined above

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- 19.2 To agree response to Ministry of Housing, Communities and Local Government consultation re remote meetings – Members were encouraged to respond individually to the consultation.



















































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

- 20.1 Members noted the training courses scheduled for May being run by ERNLLCA; Members who wished to attend should let the Town Clerk know by e-mail, by Tuesday 27 April so places could be booked.
- 20.2 A suggestion was made that the Council hold an event for the Queen's Platinum Jubilee in 2022; the Town Clerk would put this on the next agenda.
- 20.3 The possibility of using ANPR cameras in Iveson Car Park had been discussed some time ago; Cllr Thompson had been asked to obtain more information which was now to hand. The Town Clerk would put this on the next agenda.
- 20.4 An update on the Local Cycling and Walking Infrastructure Plan for Hedon would be on the next agenda.

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Chairman of Finance & General Purposes Committee



# FINANCE SCHEDULE - April 2021

Date	Name	Description	Net Amount	VAT	Total Amount	Ref No	Already Pd	Cheques Pd	Salaries	Invoices to be pd	Signed off by Cllr Gallant	Signed off by Cllr Brindley
<b>Invoices paid at end of March prior to year end</b>			<b>1350.00</b>		<b>1750.00</b>							
26.3.21	ERYC	Licence for Library garage	4000.00	0.00	4000.00	BACS	1750.00					
26.3.21	A Whitehead Assocs	Tree work	4050.00	810.00	4860.00	BACS	4860.00					
26.3.21	ERYC	Supply of Salt Bin	357.00	71.40	428.40	BACS	428.40					
26.3.21	N Everingham	Cemetery Supervisor pmnt	580.50	0.00	580.50	BACS	580.50					
<b>Invoices paid in April</b>												
25.04.21	O2	Mobile phone charges	22.63	4.53	27.16	DD001	27.16					
23.04.21	VisionICT	Website Hosting '21-'22	363.00	72.60	435.60	Bacs002				435.60		
01.04.21	Upstream Working	Franking Cartridges	239.96	47.99	287.95	Bacs003				287.95		
01.04.21	East Riding of Y.Counc	Rates for Cemetery	429.14	0.00	429.14	Bacs004				429.14		
01.04.21	East Riding of Y.Counc	Rates for Iveson Car Park	399.20	0.00	399.20	Bacs005				399.20		
01.04.21	East Riding of Y.Counc	Stores	711.08	0.00	711.08	Bacs006				711.08		
01.04.21	East Riding of Y.Counc	Disposal of refuse	877.36	877.36	1754.72	Bacs007			877.36	877.36		
01.04.21	Play inspection	Annual Inspection - play areas	135.00	27.00	162.00	Bacs009				162.00		
01.04.21	Sash Plumbing	Servicing of 2 Boilers	485.00	0.00	485.00	Bacs010				485.00		
01.04.21	ERNLLCA	Membership fees	1196.92	0.00	1196.92	Bacs011				1196.92		
14.04.21	Kcom	Telephone Bill (March)	39.80	7.96	47.76	Bacs012	47.76					
30.04.21	Kcom	Police station Wifi	55.00	11.00	66.00	Bacs013				66.00		
20.04.21	CNG	Gas for Town Hall	310.18	15.51	325.69	DD014	325.69					
15.04.21	Johnson of Hedon	Batteries	11.18	2.24	13.42	Bacs015				13.42		
08.04.21	ERYC	Licence fee for Stores	250.00	0.00	250.00	Bacs016				250.00		
12.04.21	British Gas	Electricity Bill	38.10	1.89	39.99	DD017	39.99					
12.04.21	David Everingham	Maintenance of Church Clock	182.00	0.00	182.00	Bacs018				182.00		
28.04.21	HSBC	Bank Charges	19.30	0.00	19.30	DD019	19.30					
25.04.21		Ofcom	75.00		75.00	Bacs020	75.00					
15.04.21	HMRC	PAYE Year end adjustment	1361.41	0.00	1361.41				1361.41			
			13188.76	1072.12	14260.88		8153.80	0.00	1361.41	5495.67		
			13739.16		15011.28							