

Hedon Town Council
Minutes of the Proceedings of a Meeting of
Finance & General Purposes Committee
held at St Augustine's Church, Church Lane, Hedon

27 May 2021

Present: In the Chair – Cllrs Rommell/S Gallant
Cllrs: N Black, C Billany, J Brindley, J Dennis, Mrs B Goldspink,
B Hanson, Miss D Storr Cllr B Stockdale and D Thompson
Assistant Town Clerk: C Addy

1. To Elect a Chairman

It was Proposed by Cllr Goldspink and Seconded by Cllr Rommell that Cllr Brindley be Chairman of the Finance & General Purposes Committee. It was also Proposed by Cllr Black and Seconded by Cllr Storr that Cllr Gallant be Chairman of the Finance & General Purposes Committee. There was a show of hands vote.

Resolved: that Cllr Gallant was elected as Chairman of the Finance & General Purposes Committee

Cllr Gallant took the Chair

2. To elect a Deputy Chairman

It was Proposed by Cllr Thompson and Seconded by Cllr Rommell that Cllr Brindley be Deputy Chairman of the Finance & General Purposes Committee. It was also Proposed by Cllr Stockdale and Seconded by Cllr Storr that Cllr Billany be Deputy Chairman of the Finance & General Purposes Committee. There was a show of hands vote.

Resolved: that Cllr Brindley was elected as Deputy Chairman of the Finance & General Purposes Committee

3. Apologies for Absence

Cllrs: C Minns

Resolved: that the apologies were accepted

4. Confirmation of the Minutes

The Minutes of the meeting of the Finance & General Purposes Committee held on 22 April 2021 were agreed as being a correct record of the proceedings thereat.

Resolved: That the minutes were confirmed as a true record

5. Updates on the Minutes

The Chairman noted that pressure was being brought to bear by the Royal Mail to have the post box installed as soon as possible

6. Declaration of Interests

6.1 To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared

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- 6.2 To note dispensations given to any member of the Council in respect of the agenda items listed below.
7. To approve Accounts Payable Schedule – May
The Schedule previously circulated to Members, will form part of the Minutes.
Resolved: that the schedule of payments for May 2021, signed by two Councillors, in the sum of £15,155.33 was approved
8. To receive an update on the financial position of the Council as at 30 April 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 30 April 2021.
Resolved: that the schedules showing receipts/payments made during the month of April, and the budget monitoring report were approved
9. To approve Risk Assessment Report for 'CCTV', 'Cemeteries/Churchyards', 'Clocks' and 'Code of Conduct'
Members reviewed the risks associated with 'CCTV', 'Cemeteries/Churchyards', 'Clocks' and 'Code of Conduct'
Resolved: that the Risk Assessment Reports for 'CCTV', 'Cemeteries/Churchyards', 'Clocks' and 'Code of Conduct' were approved as tabled
10. To receive the Internal Auditor's Report – year ended 31.3.21
The Chairman referred to the report and the Town Clerk's reply which had been previously circulated.
Resolved: that the Internal Auditor's report was noted; it was noted that there were only minor items raised which had been satisfactorily dealt with
Resolved: that the Town Clerk and Assistant Town Clerk were thanked for their efforts in obtaining an excellent report
11. To consider expenditure on town advert in 'Welcome to Hull and East Yorkshire'
Members noted that the Town Council had used this guide in previous years to advertise Hedon to visitors and agreed to do so for 2021.
Resolved: that the expenditure of £749 plus VAT, as tabled, was approved
12. To consider expenditure on calibration of Neighbourhood Watch speed detection device (as paid for in 2020)
Members noted that the device had been successfully used during the last year and agreed to fund the recalibration again; the Town Clerk was asked to include this item in future budgets.
Resolved: that the expenditure of approx £280 to recalibrate the Neighbourhood Watch speed detection device was approved

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13. To consider request for grant from South Holderness Cricket Club
Cllr Goldspink declared a personal interest as the applicant was a near neighbour.

Members discussed the request from South Holderness Cricket Club for funds and after discussion agreed to sponsor an advertising board at a cost of £300 to advertise Hedon Town Council events including Hedfest 2022.

Resolved: that the Council would sponsor an advertising board at a cost of £300 to advertise Town Council events including Hedfest 2022

14. To receive a report from the Events Working Group and to approve actions taken
Cllr Storr referred to the notes of the meetings held on 7 May and 21 May 2021 which had been previously circulated to all Members. Quotes had been received for printing the 2022 calendars and confirmation received that the calendar would be printed in the same format and to the same quality as previous years.

Resolved: that the report was noted and the actions taken by the group were approved; the 2022 calendar printing would be done by VPS Europe Limited at a cost of £1.98 per calendar (200 copies)

15. To receive a report from Hedfest Working Group and to approve actions taken
Cllr Brindley referred to the notes of the meetings held on 7 May and 21 May 2021 which had been previously circulated to all Members. Recording arrangements were in place for St Augustine's Church on 28 May and the group were looking into a suitable date for 2022.

Resolved: that the report was noted

16. To receive a report from the Climate Change Working Group and approve actions taken

Cllr Gallant referred to the notes of the meeting held on 19 May 2021 which had been previously circulated. It was recommended that the Council write to Cllr Matthews (Portfolio Holder – ERYC) to offer partnership working in the future and to pursue involvement in the writing of a Flood Plan for Hedon. The Chairman of the Group and the Town Clerk would investigate the Carbon Impact Tool that was advertised in the 'Clerk's' magazine. It was also noted that the joint flood leaflet (EA/YW/ERYC) would form part of the Council's newsletter for the next edition. The group intended to look at if funding was available for tree planting as part of the Queen's Platinum Jubilee celebrations.

Resolved: that the report was noted and actions taken approved

17. Update re Footway Lighting Working Group

It was noted that a site meeting had been proposed with ERYC Lighting Engineer who was unavailable until the end of June. Information had been received from Thwing Parish Council who had conducted investigations of their own and a company identified who provided the sort of lighting that might be appropriate. Cllr Thompson had been in discussions with the company, who had offered to meet with the Council if requested and he would let the Town Clerk have the information provided by them. This item would remain on the agenda for the next meeting.

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18. Update on 'Re-opening High Streets Safely Fund'

Members were disappointed at the apparent lack of feedback and the pushing back yet again of the report for Hedon, and hoped that the project would be moved forward soon.

19. Update on next Holderness Health Forum and to note reply re 'Out of Hours Services'

The Chairman noted that the date for the next Holderness Health Forum was 12 July. A reply had been received regarding the 'out of hours' service and circulated to all Members. ERYC were looking into the future of the Rosedale Centre at present.

20. To receive a report from the Bus Shuttle Service Working Group and approve actions taken

The Chairman referred to the notes of the meeting held with Colin Walker (ERYC) and Caroline Wegrzn (HART) on 14 May which had outlined the possibility of running a one day service (Wednesday) around Hedon as an extension of the CB3 service on a six month pilot scheme using government funding. If the service was successful then the Council would discuss funding the scheme after the end of the initial period. It was hoped that the service could begin in July. The Council would publicise the service using its website, newsletter, social media, Hedon Blog etc.

Resolved: that the Council approved its involvement in the six month pilot scheme for a Wednesday bus service around Hedon (an extension of the CB3 service); the Town Clerk and Chairman would liaise with Mr Walker and Ms Wegrzn on a suitable route (based on the map provided to Members) and start date

21. To consider how to support community litter-pickers

The Chairman noted that the group would contact the Council if they required any assistance; this item would be taken off the agenda.

22. Update on working group to look into streaming of Council meetings

Members noted that a meeting had been scheduled for 6pm on Wednesday 9 June by zoom.

23. To consider holding an event for the Queen's Platinum Jubilee in 2022

Members felt that tree planting for the event was a good idea; also the possibility of having something along the lines of the events planned for VE Celebrations (which unfortunately had to be cancelled because of the pandemic) which involved lots of different community organisations. The Jubilee would take place in June 2022 and Members agreed that groups would be contacted later in the year to move the project forward; with finance of the event being included in budget discussions for the next financial year.

24. Update on investigation into using ANPR cameras in Iveson car park

Cllr Thompson had looked into the use of ANPR camera for enforcing parking restrictions in Iveson Car Park; the company were willing to meet to discuss how the system could work; the Town Clerk was asked to set up a meeting with a view to writing to ERYC and Marston Brewery with information on how such a system could work in this location.

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25. Update on the Hedon Local Cycling and Walking Infrastructure Plan
Members noted the update from ERYC and that the schemes proposed in the Plan were being investigated for feasibility.
26. To consider response from Yorkshire Water following site meeting on 14 May
The Chairman referred to the site meeting with Yorkshire Water and the e-mail received from them which had been circulated to all Members. YW had identified an issue with the Ainslie Road area which they were in the process of looking at options for preventing future flooding. They had also identified an issue in Inmans Estate with a restricted floating arm device which, again, they were looking to repair.
- Resolved:** that a letter of thanks was sent to Mr McBride of Yorkshire Water for his attendance and for his report; the Town Clerk would also ask for an update on the maintenance of Greville Road reservoir
27. To consider request for a grant for charity concert to promote suicide prevention/mental health problems (Mrs Katy Smith)
Cllrs Black, Brindley and Rommell declared a pecuniary interest as they were on the Committee of the Amy Black Community Centre; they took no part in the vote.
Members discussed the request to award a grant of £2000 for a charity concert to promote mental health charities. It was noted that the Amy Black Community Centre would be involved in the organisation. After a lengthy discussion Members agreed that it would be appropriate to hold a working group to discuss this in more detail, to be held as soon as possible.
- Resolved:** that a working group (all Members) would meet as soon as possible to discuss the awarding of a grant for the above purpose
28. Correspondence
None
29. Members' points of information and items for the agenda
29.1 An item regarding the Council having a Grants Policy would be on the next agenda

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Chairman of Finance & General Purposes Committee

FINANCE SCHEDULE - MAY 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
Paid in April and already entered on RBS system												
21.04.21	Salaries	April	6506.52	0.00	6506.52	SAL			6506.52			
21.04.21	HMRC	PAYE & NI (April)	1313.93	0.00	1313.93	SAL			1313.93			
21.04.21	ERPF	Pension Payment (April)	955.95	0.00	955.95	SAL			955.95			
28.04.21	J Dawson	Travel Exp (Mace repair)	111.60	0.00	111.60	BACS	111.60					
28.04.21	Precious Metals Craft	Mace Restoration	10350.00	2070.00	12420.00	BACS	12420.00					
28.04.21	Lift Safe Ltd	Parts for Watering m/c	422.12	84.42	506.54	BACS	506.54					
28.04.21	Lift Safe Ltd	Service for Watering m/c	270.00	54.00	324.00	BACS	324.00					
29.04.21	ERPF	Pension adjustment 12/20	233.39	0.00	233.39	SAL			233.39			
30.04.21	Purchase Power	Franking Machine	12.76	2.55	15.31	DD	15.31					
29.04.21	Currys PC World	TP Link - replacement	28.74	5.74	34.48	BACS	34.48					
27.05.21	Public Sector Audit	Internal Audit - final pmnt	643.40	0.00	643.40	Bacs021				643.40		
05.05.21	RBS	Year End closedown	360.00	72.00	432.00	Bacs022	432.00					
05.05.21	Currys PC World	Replacement Monitor	101.58	20.31	121.89	Bacs023	121.89					
28.05.21	HSBC	Bank Charges	18.57	0.00	18.57	Bacs024	18.57					
25.05.21	Total Gas & Power	Electricity - Town Hall	73.11	3.65	76.76	DD025	76.76					
15.05.21	F G Adamson & Son	Lower Handle	23.45	4.69	28.14	Bacs026				28.14		
01.05.21	Kcom	Broadband Police Station	55.00	11.00	66.00	Bacs027				66.00		
01.05.21	British Gas	Electricity - Stores bldg	10.65	0.53	11.18	DD028	11.18					
28.05.21	Michaels Civic Robes	Black Badge Covers	45.00	9.00	54.00	BACS030				54.00		
28.05.21	Sandhills	Compost	33.71	6.74	40.45	BACS031				40.45		
26.05.21	O2	Mobile phone	22.93	4.59	27.52	DD032	27.52					
07.05.21	British Gas	Electricity - Stores bldg	220.86	0.41	221.27	DD033	221.27					
15.05.21	Kcom	Phone bill	43.99	8.79	52.78	DD034	52.78					
28.05.21	CPRE	Membership	50.00	0.00	50.00	BACS035				50.00		
28.05.21	Tony Cook Gp	Grass Seed	5.91	0.00	5.91	BACS036				5.91		
28.05.21	Tony Cook Gp	Repair to Stores Doors	980.00	196.00	1176.00	BACS037				1176.00		
30.05.21	LowFuelcard	Fuel	133.59	26.72	160.31	DD038	160.31					
28.05.21	ACS Business Sup	Postage Stamps	495.46	55.99	551.45	BACS039				551.45		
28.05.21	Lyreco	Kitchen Roll	29.52	5.90	35.42	BACS040				35.42		
20.05.21	CNG	Gas Supply Town Hall	175.18	8.76	183.94	DD041	183.94					
28.05.21	HU12 Online	Photographs	26.25	0.00	26.25	BACS042						
21.05.21	S Rommell	1st half M/Allowance	2750.00	0.00	2750.00	Bacs043	2750.00					
21.05.21	Salaries	May	6227.32	0.00	6227.32	SAL				6227.32		
21.05.21	HMRC	PAYE & NI (May)	1189.03	0.00	1189.03	SAL				1189.03		
21.05.21	ERPF	Pension Payment (May)	955.95	0.00	955.95	SAL				955.95		
			14711.96	443.37	15155.33		4106.01	0.00	8372.30	2677.02		
			14710.98	444.35								